

SUN Movement Multi Partner Trust Fund (SUN Movement MPTF)
Record of **Management Committee Meeting August 28th 2012**
As APPROVED by the Management Committee

Participants:

Management Committee:

- **Contributing Partners (donors):** Anna Taylor (UK- DfID); Alexandre Ghelew (Switzerland-SDC); Sinead NicAodhand Mags Gaynor (Ireland-IrishAid).
- **Participating UN Organizations:** Bruce McCarron (UNOPS); Francesco Branca (WHO and interim Executive Secretary of the SCN); Ramiro Lopez da Silva (WFP); Nancy Walters (REACH Partnership).
- **MPTF Office, SUN MPTF Administrative Agent, ex-officio member :** Bisrat Aklilu, Executive Coordinator and Olga Aleshina, Portfolio Manager,
- **Chair:** David Nabarro (SUN Movement Coordinator) assisted by Bisrat Aklilu

Observers:

- **Observer UN Organizations:** Ann Tutwiler (FAO); Werner Schultink (UNICEF)
- **Observer Civil Society:** Alex Rees (co-facilitator of the Civil Society Network)

Secretariat

- **SUN Movement Secretariat:** Mat Cousins, Stefano Di Gessa

Apologies:

- Anna Lartey (University of Ghana and co-facilitator of the Civil Society Network)

Summary of salient points:

• **Agenda.**

1. The Management Committee approved the following agenda items for discussion:

- Overview of the proposals received and confirmation of preferred “Participating Organizations (POs)” to partner with Civil Society Alliances
- Review and approval of allocations of funding against submitted proposals
- Overarching LogFrame for the SUN MPTF

• **Funding Framework of the MPTF:**

- a) The Management Committee to decide on allocations within overall funding available and deposited in SUN MPTF Account and based on updated figures as provided by Multi-Partner Trust Fund Office. Current situation as at 28th August provides for US\$ 3.63 million in deposits available for programming from the US\$ 8.38 million committed.
- b) All submitted proposals fall under Window 2, namely: “Support to the Civil Society Network, and national alliances in particular, to engage in the SUN Movement”. The Management Committee to decide only on funding available under Window 2 or un-earmarked funding of IrishAID and

SDC. Overall funding available under Window 2 for decisions by the Committee on 28th August to amount to US\$ 3.27 million.

- c) Second Tranche of DFID Funding, amounting to US\$ 1.02 million earmarked to Window II, to arrive after approval of the SUN MPTF Overarching Logical Framework.
- d) Once projects are approved by the Management Committee and transmitted to the MPTF Office by the Chair of the MC, the transfer of funding to respective Participating UN Organizations to be made within 3-5 business days from receipt of the approved programme document, provided that the funding is available.

- **Participating Organizations**

- a) Participating Organizations have agreed to serve as facilitating partners of national and global civil society organizations as per the original indications by Civil Society Alliances nationally and globally.
- b) WFP and UNREACH Partnership to be considered as Participating Organizations pending the signature of the SUN MOU with the MPTF Office by the Legal Department of WFP.

- **Process for refinement of the proposals**

- a) Refinement process for approved proposals to fully take into account recommendations as provided by the Management Committee within the following 30 days. Refinement process to be done in conjunction between the Participating Organization and the Civil Society Alliances.
- b) Refined proposals to be sent to the SUN MPTF Secretariat on the basis of which the Chair of the MC will sign and forward to the MPTF Office duly filled form for release of funds with no further involvement of the Management Committee –except for information sharing purposes.
- c) SUN Secretariat to take stock –by closely collaborating with Participating Organizations- of know-on effects of refinement process over initial expected impact of proposals as originally submitted.
- d) Proposals that are set aside to be handled by the Co-Chairs of the SUN MPTF according to usual procedures and provided the Management Committee agrees.

- **Overarching LogFrame of the SUN Movement MPTF:**

- a) Management Committee to welcome and agree with the development of an overarching framework for the SUN MPTF to help track progress as achieved by catalytic funding provided through the MPTF.
- b) Management Committee to request one additional week time to provide comments to the current draft of the logframe due to late submission. In anticipation of additional submissions the following to be considered in finalization work:
 - Outcomes currently considered in the logframe to expand so as to look at CSAs role in at

least monitoring, accountability and strengthening of a nutrition narrative in public discourse. Sustainability of CSAs over time as an outcome area as well as alignment to national processes.

- Baseline column needs to consider possible different stages in which countries and in-country civil society are when applying for SUN MPTF support
 - Relationships between proposed overall KPIs and nationally relevant KPIs as indicated by national alliances to be clearer. Gender disaggregated data to be considered in KPIs
 - Consistent use of language between various SUN MPTF documents with reference to naming of the various windows.
- c) SUN Secretariat to collate comments and provide -within 2 weeks from closure of comments- the Management Committee with a revised LogFrame for approval
- **Follow-up communications to civil society and public disclosure**
 - a) SUN Movement Secretariat to establish a process for communications of the decisions taken to Civil Society Alliances and their facilitating POs to be shared with members of the Committee.
 - b) Communications to be initiated only after approval by the Management Committee of the Minutes and Decisions of the meeting. These approved documents to be used as basis for communicating decisions to CSAs for their follow-up actions with POs.
 - c) SUN Secretariat to work with MPTF Office to ensure public disclosure of information through the SUN MPTF website on the MPTF Office GATEWAY (<http://mptf.undp.org/factsheet/fund/SUN00>) and through the SUN website.
 - **Reporting obligations:**
 - a) In order for Management Committee to assess the progress of funded activities Quarterly Reporting of funded activities to be institutionalized. The format of Quarterly Reporting to be fairly simple – 1-2 page highlights of achievements, and reporting of commitment and disbursement rate.
 - b) MPTF Office to share in September the possible template for review and approval by the Committee. The 1st Quarterly Report due on 31 December 2012.
 - **Next meeting of the Management Committee:**
 - a) The next meeting of the Management Committee will be held in last quarter of 2012 to discuss possible opening of calls for proposals for any of the SUN MPTF windows.