

SUN Movement Multi Partner Trust Fund (MPTF)
Management Committee Meeting July 9th 2012
Key Decisions on MPTF TORs and Rules of Procedure- as APPROVED

- 1) The following 10 decisions were taken by the members of the SUN MPTF Management Committee (MC) after discussion at their first meeting on 9th July 2012.
- 2) They are intended to help refine the MC TORs and Rules and Procedures of the SUN MPTF so as to enable the members of the MC take informed decisions on proposals received in response to the first call as well institute a transparent system for a second call.

Background

- 3) In 2011, when there were 18 countries in the SUN Movement, the SUN Civil Society Network received financial support from the SUN Movement Donor Network to develop proposals for increased civil society capacity for scaling up nutrition in countries. Over 200 CSOs and stakeholders were involved in the preparation of 11 proposals for financial support to civil society alliances in 11 SUN countries. These were complemented with one proposal for coordination and management work within the Civil Society Network. The proposals were shared with the Donor Network in September 2011. Following dialogue between the Civil Society and Donor networks, revised proposals were submitted in April 2012. The total requested for the 11 civil society alliances and global function is USD 10.3 million. In addition, a number of donors have provided funding for civil society alliances at country level – to the tune of \$827,000.
- 4) Early in 2012 the SUN Movement Secretariat was requested to set up a mechanism through which funds could be received, the proposals could be reviewed, grants could be provided as appropriate and groups would be identified that would be ready to support implementation. This was the stimulus for the creation of the SUN Multi-Partner Trust Fund (MPTF) a means to provide catalytic support for priority actions by SUN Movement stakeholders as a last resort. The initial emphasis of the MPTF has been on the civil society support window. The total commitments to the SUN MPTF over three years (2012-2015) amount to \$8.38m as of July 1st 2012: current deposits of \$3.67m are available for disbursement now. Monies have been provided by Switzerland, UK and Ireland. UNOPS and WHO have signed the standard MOU and become Participating UN Organizations of SUN MPTF; other UN organizations and the REACH partnership are considering and would like more detail on procedure.
- 5) The resource allocation decisions on submitted proposals through the MPTF mechanism will be complex as the total funds requested in the proposals from the Civil Society Network over the next three years exceeds the funds available. It is expected that additional proposals will be developed by civil society alliances in other SUN countries as an increasing number participate in the Movement.
- 6) The SUN Movement Civil Society Network has not wished to prioritize its proposals or to give a view as to whether a proportion of the available funds should be held back pending the arrival of additional proposals.

Decisions by the Management Committee

The following 10 decisions and recommendations were decided upon during the first meeting of the MPTF Management Committee on 9th July 2012.

Decision 1: A proportion of the total funds committed¹ to the SUN MPTF will be kept in reserve for response to a second call for proposals to be launched in the last quarter of 2012.

Decision 2: The Management Committee will decide on whether or not to award a grant for each proposal, as well as the size of the grant (which may be less than the amount requested). The Management Committee will cap allocations at an average of \$400,000, with flexibility for the Chair of the SUN MPTF to make adjustments on a case by case basis for the first round of allocations, since Civil Society Alliances were not advised of the cap when preparing proposals. The Management Committee can exercise its discretion and award grants above this amount in exceptional cases. It is anticipated that similar maxima will be applied to future calls for proposals.

Decision 3: Before any proposal is submitted to the Management Committee,

- 1 The submitting CSO indicates the entity (or entities) which it would wish to facilitate implementation (Facilitating Entity) if its application is successful - selected from the list of Participating UN Organizations (POs) which signed the MOU to participate in the SUN MPTF.
- 2 Participating Organizations indicate the submissions for which they would be ready to become Facilitating Entity.
- 3 In all cases a maximum of 7% overhead costs will be admissible by the Participating Organization acting as a Facilitating Entity for assuming programmatic and financial accountability of funding that will go to the CSO.

Decision 4: All proposals are independently assessed by the SUN Secretariat. Assessment criteria include

- 1 technical soundness (situation analysis, institutional clarity, clear deliverables, means of verification),
- 2 clear and measurable results, including results-based focus
- 3 alignment with national policies and strategies for scaling up nutrition,
- 4 the potential for stronger and more inclusive civil society participation in national SUN platforms,
- 5 The theory of change which underlies the proposal
- 6 Analysis of financing gaps and the efficiency with which funds will be used

A Proposal Assessment template will be annexed to the MPTF Management Committee Rules of Procedure to reflect these criteria. Assessments will be made available to the Management Committee to aid their decision making.

Decision 5: Once a grant is awarded the successful CSO will – within 30 days – propose any desired refinements to the proposal (e.g. adjustments due to the grant being less than the requested sum, or changes requested by the Management Committee) to the Facilitating Entity. Once agreed by both parties, implementation can commence. Refined proposals will be shared with the SUN Secretariat. The Facilitating Entity will assume programmatic and financial accountability for funding disbursed for CSO projects.

¹ A contribution expected to be received based on a signed Standard Administrative Arrangement (SAA) with the UNDP Multi-Partner Trust Fund Office (MPTF Office), in its capacity as the Administrative Agent of the SUN MPTF.

Decision 6: The Management Committee will support activities that optimise quality, discourage duplication and align with existing in-country efforts. Successful proposals will

- (i) Encourage wider membership of the Civil Society Alliances and Platforms at national level
- (ii) Be supported by the SUN country Focal point on behalf of the national SUN multi-stakeholder platform
- (iii) Be supported by the SUN Civil Society Support Network
- (iv) Be supported by the Chair of the SUN Lead Group

In addition, grants will normally not be used for:

- (a) per diems and other allowances for participation in SUN-relevant events
- (b) engagement of international consultants
- (c) indirect costs over 7% of the approved proposal and

Successful proposals will encourage dissemination of results through the SUN website with its interactive country pages.

Decision 7: throughout the process the Members of the MPTF Management Committee can nominate an alternate to participate in MPTF meetings in order to avoid slowing down of decision making.

Decision 8: The outcomes of all decisions will be published on the SUN website as well as the reports of actions undertaken and the material generated over the period of the MPTF, including key documents of the SUN MPTF, annual and quarterly progress reports. The updated financial information will be available in real time at <http://mptf.undp.org/factsheet/fund/SUN00>.

Decision 9: A second call for proposals is expected in late 2012. Civil society organizations and alliances working to support SUN countries that have joined the Movement more recently or unable to respond to the first call would be eligible to supply. It is anticipated that the second call will follow similar procedures to those used for the first call. The reserve amount and any additional funds received by the SUN MPTF will be used to finance this call for proposals.

Decision 10: Organizations from outside the UN system that have an international character and financial regulations and rules that are similar to those of participating UN Organizations can be permitted to participate in MPTFs and JPs and receive funds directly from the Administrative Agent following a proper assessment of their institutional and financial accountability framework and approval of the Participating UN Organizations.

The Terms of Reference and Rules and Procedures of the MPTF will be amended –including their annexes as needed- so as to reflect the direction provided by the 10 decisions listed above.