



Scaling Up Nutrition (SUN) Movement Multi-Partner Trust Fund (MPTF)

Sierra Leone/West Africa

Title

**SUBMITTED by: UNICEF (with Focus 1000 and Helen Keller International
on behalf of the SIERRA LEONE SUN CIVIL SOCIETY PLATFORM as
implementing organizations)**

DURATION: 24 months (2014-2016)

**FORMAT TO BE FILLED BY THE PARTICIPATING UN ORGANIZATION¹ for
SUBMISSION TO SUN SECRETARIAT**

¹ Some parts have been filled-in by SUN Secretariat with information coming from implementing partners

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A. Cover Page

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Main Implementing Partners (if any):

**Sierra Leone SUN Civil Society
Platform**

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Programme Title:
A Coordinated and Mobilised Civil Society Platform in Sierra Leone in Support of Scaling Up Nutrition Movement

Programme Number:
 MPTF - WINDOW 2 - 022

Programme Costs:
SUN Movement MPTF: USD 299,600
Other: Nil
TOTAL (USD): USD 299,600

Programme Location:
SIERRA LEONE

Programme Duration:
 Total duration (in months): 24 months
 Expected Start date²: 1 January 2014
 Expected End date: 31 December 2015

Review & Approval Dates
 SUN Movement Secretariat
 Review Date:
 Management Committee
 Approval Date:

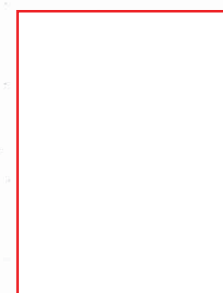
Signatures of Participants

I.	Name of Representative for Organization
	Signature
	Name of UN Organization
	Date
IV.	Name of Management Committee
	Signature
	Date

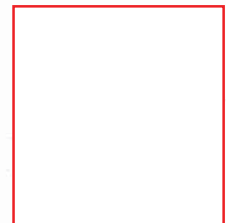
² The official start date of any approved project/programme occurs when funds are transferred by MPTF Office.

B: Background of the collaboration between the PO and the national/international civil society

Participating Organization:	UNICEF
	UNICEF supports the government in reducing maternal and child mortality through improved maternal and child health and nutrition. UNICEF is the UN lead agency for nutrition in Sierra Leone.
Implementing Partner(s):	FOCUS 1000 and Helen Keller International (HKI)
	<p>The Sierra Leone SUN Civil Society Platform was set up in April 2013 comprising over 50 Civil Society organizations with FOCUS 1000 as Chair and Helen Keller International as Co-chair.</p> <p>Focus 1000 is a non-profit, national development agency in Sierra Leone that is committed to making the best investment in the most crucial time in a child's life: the first 1000 days of life. During this period, the child is fragile and susceptible to many health, nutrition and developmental risks – such as diarrheal diseases, malaria, malnutrition, and environmental factors including lack of access to safe drinking water and sanitation. FOCUS 1000 and its partners collaborate with the Government, UN Agencies, and other local and international organizations to promote simple, cost-effective and high impact interventions that can help build a solid foundation for children to survive, thrive and develop to become productive citizens.</p> <p>Helen Keller International (HKI) was founded in 1915 with the mission to save the sight and lives of the most vulnerable and disadvantaged. HKI provides technical assistance to nutrition and eye health programs in 22 countries and has successfully conducted operations research and pilot studies and then assisted host governments and their partners to translate these initiatives into large-scale programs. HKI plays a leadership role in the organization of the Nutrition Forum of the Economic Community of West African States (ECOWAS) and works in close collaboration with the West African Health Organization (WAHO). In Sierra Leone, HKI is one of the lead NGOs working in nutrition and is well regarded as a nutrition expert by the Sierra Leonean Government and partners, providing technical assistance to government and non-governmental partners in neglected tropical disease control, vitamin A supplementation, and food fortification.</p>
Programme Number:	
Programme Title:	A Coordinated and Mobilised Civil Society Platform in Sierra Leone in Support of Scaling Up Nutrition Movement
Approved Programme Budget:	USD 299,600
Location:	Sierra Leone
MC Approval Date:	13 December 2013



Programme Duration:	24 Months	
Background to the collaboration between the PO and the Civil Society	<p>UNICEF is the UN lead agency for nutrition in Sierra Leone and multiple member Organizations of the SL SUN Civil Society Platform have partnered directly or indirectly with UNICEF in promoting nutrition, health and related Child Survival and Development issues of children and women in the country.</p> <p>With civil society actors being key implementers of nutrition specific and/or nutrition sensitive interventions in Sierra Leone, they have a key role in implementing actions to be aligned with, and contribute to, the fulfilment of national nutrition plans. Under the CSO Platform umbrella, civil society can become an even more active and effective contributor in advocating for continued political commitment for, investment in, planning and implementation of nutrition service delivery.</p> <p>FOCUS 1000 is the focal organization representing civil society interest in the National SUN Movement in Sierra Leone. FOCUS 1000 worked closely with the MOHS and UNICEF to develop the National Food and Nutrition Security Policy and Implementation Plan for 2013 to 2017. FOCUS 1000 also works with UNICEF and other partners in promoting simple, cost-effective and high impact interventions that can help build a solid foundation for children to survive, thrive and develop to become productive citizens.</p> <p>For almost a decade HKI has partnered with the Ministry of Health and Sanitation (MoHS) with UNICEF's support to the government on mass Vitamin A supplementation (VAS) as well as routine VAS. HKI is one of the implementing partners for the Sierra Leone Micronutrient Survey 2013, in which UNICEF is also a partner. The MoHS, UNICEF and HKI are also currently partnering to roll out an integrated six-month contact point for essential nutrition actions into routine child health services in Sierra Leone, thus scaling up an intervention that HKI had piloted successfully in the Western Area of Freetown.</p>	
Executive summary of the proposed collaboration	<p>The Government of Sierra Leone recognizes that malnutrition, poor feeding and hygienic practices among caregivers are major impediments to survival and development of under-five children. As a result, a National Nutrition Policy was developed highlighting the need for multi-sectoral collaboration among different stakeholders and government to address the complex causes of malnutrition. Sierra Leone has joined the global Scaling Up Nutrition (SUN) Movement, and has been officially launched by the Vice President in October 2012. The SUN Secretariat has been established in the Office of the Vice President to demonstrate Government's commitment to the SUN Movement.</p> <p>The SUN secretariat is charged with the establishment of a multi-stakeholder platform to strengthen coordination among government ministries, donors, UN agencies, international and national non-governmental organizations, civil society organizations (CSOs) and the private sector to improve nutrition in Sierra Leone. The SUN coordination mechanism for Sierra Leone includes the formation of a Civil Society Platform (CSP) to align strategies, efforts and resources of CSOs with country plans for scaling up nutrition. The CSP will include farmers, fishermen, human rights defenders, women's groups, consumer groups, trade unions, and many others, to reflect the belief that a common voice comprised of multiple stakeholders with a consistent message on nutrition is urgently needed in Sierra Leone. This project aims to strengthen the capacity, coordination, and effectiveness of Sierra Leonean Civil Society Platform to advocate for nutrition in a multi-sectoral manner that engages both the public and private sectors.</p>	



Goal :

The goal of the Civil Society Platform in Sierra Leone is to have a coordinated, effective, and inclusive platform that integrates nutrition actions into the programs of CSOs thereby contributing to the national priorities on nutrition.

Outcomes:

Outcome 1: Sierra Leonean civil society capacity strengthened to advance the national nutrition policy agenda and the implementation plan at the national, district and community levels by 2015.

Main activities:

- Develop a joint CSP nutrition strategy and plan by 2014 through an inclusive and open consultation process.
- Develop the capacity of CS Platform members to support the implementation of the national food security and nutrition plan..

Outcome 2: Increased gender empowerment in food and nutrition security programmes by 2015.

Main activities:

- Produce robust evidence on successful approaches and interventions on gender involvement in nutrition interventions with special emphasis on employment, agriculture and food security.
- CSP to undertake mass sensitization on the three gender acts for women's empowerment and rights of women from the nutrition perspective
- Conduct training workshops on advocacy and communication skills for CSP members to promote women's involvement and empowerment in nutrition and food security.

Outcome 3: Civil Society coordinating mechanism established at National level to scale up nutrition by 2014.

Main activities:

- Set up a Secretariat and recruit a National Coordinator and Secretary.
- Conduct mapping and create a databank of all CSOs engaged in nutrition-specific and nutrition-sensitive interventions.
- Create databank of existing nutrition and food security communication materials
- Review, align, and harmonize nutrition education materials
- Disseminate appropriate nutrition messages across all sectors.

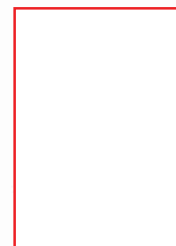


C. Theory of change pursued by the proposal to scale-up nutrition

Participating UN Organization:	UNICEF				
Implementing Partner(s):	Focus 1000 and HKI on behalf of the SUN Civil Society Platform in Sierra Leone				
Programme Number:					
Programme Title:	A Coordinated and Mobilised Civil Society Platform in Sierra Leone in Support of Scaling Up Nutrition Movement				
Total Approved Programme Budget:	USD 299,600				
Location:	Sierra Leone				
MC Approval Date:	13 December 2013				
Programme Duration:	24 MONTHS	Starting Date:	February 2014	Completion Date:	January 2016
Description of why the proposed strategy is the Most appropriate for scaling-up nutrition in the given national/global context	<p>The vision of the Sierra Leone National Nutrition Policy is to have “A well-nourished and healthy population with communities and families well informed and empowered to take appropriate action on their food and nutrition situation.” The government recognizes the importance of civil society involvement to ensure the success of political and social agendas for change. Civil society organizations ensure that families and communities have a voice, and remain the central focus in political, social and economic agendas. The proposed strategy of organizing CSOs into a strong civil society platform in support of the SUN movement is particularly advantageous because CSOs have several key functions in Sierra Leonean society:</p> <ul style="list-style-type: none"> • They place emphasis on issues that are of interest to both the government and non-profit sector, such as gender equality, equity, human rights, health and nutrition. CSOs are involved in diverse development projects that are highly effective in reducing poverty and improving health in communities. • They have an unrivalled level of access, reaching the poorest and most remote sections of the population, overcoming barriers of illiteracy, class, gender and other societal divides. • They are familiar with local conditions, and serve as a platform where the poor and marginalized can voice their needs and opinions, and be heard. • They hold the government accountable to the people <p>This approach of setting up a Civil Society Platform and creating a joint strategy to scale up nutrition in the country will enhance the ability of CSOs to leverage ideas and best practice, energy and resources of the different partners for the common cause. By creating an effective CSP with a clear, functioning national secretariat and common strategy, the effectiveness and efficiency of the CSP will increase thus reducing duplication of efforts, identifying and filling the gaps where they exist, maximizing complementarity, and magnifying visibility and impact beyond the scope of any single CSO. Moreover achieving the goals of the SUN Movement requires the combined efforts of a number of stakeholders and is unattainable through individual organizational efforts of any single CSO, no matter how accomplished.</p>				



<p>Explain which Alliances (e.g. with other CSO networks such as breastfeeding/health alliances, right to food groups, farmers' organizations, red crosses etc) will be sought during the project to have increased impact</p>	<p>This project will proactively seek to form networks among CSOs – both those who have a vested interest in nutrition, such as right to food groups, NGOs and INGOs, mother-to-mother support groups, and other women's groups, and health platforms and those that do not currently see nutrition as their direct mandate but have high potential to influence the success of the national strategy such as farmers' organizations and market women's associations. Many of these are well established and present in every district in the country. The mapping exercise proposed in the activities will support the identification of alliances and groups that will be sought to increase impact.</p> <p>The capacity of CSP members will be enhanced to promote optimal infant and young child feeding and conduct active screening of early identification and treatment of children that are acutely malnourished. The CSP will commemorate World Breastfeeding Week with organizations promoting breastfeeding for increased adoption of practices that contribute to good nutrition (such as exclusive breastfeeding in the first six months of life).</p> <p>The proposed strategy of engaging a broad range of CSO networks will be particularly effective in the rural areas where these have high access, thus increasing the chances to amplify the voices of those most affected by malnutrition as well as the opportunity to identify and implement locally owned solutions. This is significant given that about 70% of the population of Sierra Leone lives in the rural areas, and is engaged in smallholder agricultural production. Despite its potential, agriculture does not contribute fully towards alleviating malnutrition, partly because improved nutrition is not usually an explicit goal of agricultural production systems, and also because the problem of alleviating poor nutrition cannot be solved by a single sector, but rather requires strong linkages among several sectors.</p>
<p>Give account of risks factors to the project</p>	<p>There are risks associated with building coalitions, which may possibly arise in the context of this project. The aim of building a coalition such as the SUN CS Platform is to cultivate and maintain relationships with a diverse network of organisations who share a common set of principles and values, in this case on combating malnutrition in Sierra Leone. Because of these shared values and goals, coalitions have the potential to be stronger and more enduring than more informal networks. However, coalition building is also an ongoing, dynamic process, which can be slow moving and requires permanent encouragement. The Platform will often have to work together towards a common goal or join efforts in a specific advocacy event. Again, this requires careful planning, timely communication and clear roles and responsibilities. These risks, which are associated with any coalition of network building process, will be minimized by the creation of a strong national CSP coordination body as well as by the energetic and enthusiastic functioning of the governing and coordinating structures of the CSP.</p> <p>Another possible risk is that prioritizing malnutrition through a large scale CS Platform could lead to a perception that it is being addressed and it becomes less of a priority. However, due to the structure of the SUN Movement at country level, which brings together the main stakeholders, the opportunity to keep the momentum, is secured. In addition, awareness raising among Sierra Leoneans by the members of the CSO on the need to seek accountability both from the government as well as the other SUN stakeholders on progress against the national implementation plan, will help keep the issue at the top of the agenda.</p>



The SUN network in Sierra Leone does not collect membership fees from its member organizations and it is not yet feasible to expect contributions from individual CSOs for the setting up of the Secretariat, as most local CSOs struggle with financial burdens. It is also unlikely that the SUN movement will receive much funding from the government, as the Ministry of Health and Sanitation has a limited budget with many competing priorities. Therefore, at this point in time, accessing funds from the MPTF, is the best option for the establishment of the Civil Society Platform. However, once the Platform is consolidated and has a Strategic Plan, then other sources of funding will no doubt be leveraged and become available to promote specific activities. Some INGOs will also be in a position to utilize their existing activities and strategies to promote the SUN agenda and integrate SUN specific activities in their annual plans.

D. The Proposed Programme, including Results framework/logframe and budget as submitted by civil society alliances/platforms (attach them)

Budget: (budgets must be submitted in Excel as well)

This budget in the table below must be prepared for funding requested from the SUN Movement MPTF and preferably be accompanied by a detailed budget for each line item, providing a description of the item and the calculation of cost.

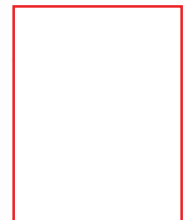
PROGRAMME BUDGET (SUN Movement MPTF Funds only)

SUN Movement MPTF PROJECT BUDGET	
CATEGORIES	AMOUNT
1. Staff and other personnel costs*	76,248
2. Supplies, Commodities, Materials	17,310
3. Equipment, Vehicles and Furniture including Depreciation	30,333
4. Contractual Services	-
5. Travel**	12,698
6. Transfers and Grants Counterparts	-
7. General Operating and Other Direct Costs	143,412
8. Indirect Support Costs***	19,600
TOTAL	299,600

* International consultancies are not eligible as part of the staffing costs nor as part of the contractual services

** Per diems and other allowances are not eligible as part of events participation

***Indirect support cost should be in line with the rate of 7%, as specified in the SUN Movement MPTF TOR and MOU and SAA, Section II- Financial Matters.



E. Monitoring, evaluation, and reporting

While monitoring and reporting will be done as per agreement between the PO and the civil society alliances/platforms, it is expected that a narrative report is produced quarterly for sharing with the Members of the Management Committee and for possible publishing on the web.

Submission Form and Assessment Fiche

Part A. Meeting Information	
<i>(To be completed by the SUN Movement Secretariat)</i>	
MC Meeting No:	
Item No:	
Date of Meeting:	
Programme / Project	

Part B: Programme ³ Summary	
<i>(To be completed by the Participating Organization)</i>	
	Proposed programme, if approved, would result in: <input checked="" type="checkbox"/> New programme <input type="checkbox"/> Continuation of previous funding <input type="checkbox"/> Other (explain)
PO at the country level (if applicable): UNICEF Head of Participating Organization(s): Mr Roeland Monasch, UNICEF Country Representative	Contact: Faraja Chiwile, Nutrition Manager
Implementing Partner(s): Focus 1000 and Helen Keller International on behalf of the CSP	
Programme Title: A Coordinated and Mobilised Civil Society Platform in Sierra Leone in Support of Scaling Up Nutrition Movement	
Total Programme Budget: US\$ 299,600	
Amount of SUN Movement MPTF funds requested: US\$ 299,600	
Amount and percentage of indirect costs requested by PO (7%): US\$ 19,600	

³The term "programme" is used for projects, programmes and joint programmes



Part B. Assessment of the proposal –key criteria

1. Background

The following criteria for assessing the proposals have been provided for by the Management Committee at its first Meeting on 9th July 2012.

Criteria:

- (a) each country proposal be funded with capping at an average of 400,000 USD with variation in the cap (between \$300,000 and \$500,000) depending on the numbers of stunted children under 5 in a specific country. The Management Committee can exercise its discretion and award grants above this amount in exceptional cases;
- (b) Choosing current UN mechanisms for joint agency action –where available- is an asset as for the choice of the PO;
- (c) technical soundness (situation analysis, institutional clarity, clear deliverables, means of verification);
- (d) clear and measurable results, including results-based focus;
- (e) alignment with national policies and strategies for scaling up nutrition as shown by support of the SUN country Focal point on behalf of the national SUN multi-stakeholder platform;
- (f) support of wider membership of the Civil Society Alliances/Platforms at national level as properly demonstrated by signed letters or similar to demonstrate there will be stronger and more inclusive civil society participation in national SUN platforms as the project is implemented;
- (g) budget wise grants will normally not be used for: (i) per diems and other allowances for participation in SUN-relevant events (ii) engagement of international consultants (iii) indirect costs over 7% of the approved proposal and: and (iv) communications tools that already exist within SUN (e.g. website) and can be used at no cost to disseminate results.

Part C: Administrative Review

(To be completed by the SUN Movement Secretariat)

4. Review by the SUN Movement Secretariat

(a)	Is the programme documentation complete? <i>(all parts of annex 1) Need name of organization</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>
(b)	Is the proposal within the agreed capping?	Yes <input type="checkbox"/> No <input type="checkbox"/>
(c)	Is the PO chosen a UN mechanism for joint agency action?	Yes <input type="checkbox"/> No <input type="checkbox"/>
(d)	Is the proposal technically sound (situation analysis, institutional	Yes <input type="checkbox"/> No <input type="checkbox"/>



	clarity, clear deliverables, means of verification)?	
(e)	Does the proposal have clear and measurable results, including a results-based focus?	Yes <input type="checkbox"/> No <input type="checkbox"/>
(f)	Is the proposal aligned with national policies and strategies for scaling up nutrition as shown by support of the SUN country Focal point?	Yes <input type="checkbox"/> No <input type="checkbox"/>
(g)	Is the proposal supported by wider membership of the Civil Society Alliances/Platforms at national level as properly demonstrated by signed letters or similar?	Yes <input type="checkbox"/> No <input type="checkbox"/>
(h)	Is the proposal inducing participation to SUN-relevant events with per diems and/or other cash allowances?	Yes <input type="checkbox"/> No <input type="checkbox"/>
(i)	Is the proposal minimizing the utilization of international consultancies?	Yes <input type="checkbox"/> No <input type="checkbox"/>
(l)	Are communications costs referring to any communication tools (including SUN website) that could otherwise be provided at no cost?	Yes <input type="checkbox"/> No <input type="checkbox"/>
(m)	Is the Indirect Support Cost of the CS Alliances within the approved rate of 7%?	Yes <input type="checkbox"/> No <input type="checkbox"/>
(n)	Is the Progress Report included? <i>(for supplementary funding only)</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>

Part D: General Criteria for Prioritising		
(a)	Please indicate the 2 key strengths of the proposal with respect to the SUN movement?	
(b)	Please indicate the 2 key weaknesses –if any- of the proposal with respect to the SUN movement?	
(c)	Please indicate the key areas where budget would benefit revision/refinement if any?	
(d)	Please indicate any other documentation that might be required for final recommendation(s) by the Secretariat –if any?	
<input type="checkbox"/> Overall review of programme submission 1. The secretariat recommends the MPTF Management Committee (MC) to approve the		



proposal given that additional information is provided on point (d) part D above.

2. **The Secretariat recommends MPTF MC to provide a grant of the amount of USD\$ yyy**
3. *Secretariat recommends MPTF MC to allow the submitting organization to revise the proposal so to decide what to prioritize within the granted amount –also by taking into account suggestions at (c) part D above. The revised proposal to be sent to SUN Secretariat within the next 30 days.*
4. *Secretariat recommends MPTF instructs Chair to sign for funds transfer to submitting organizations as the points 1-3 are complied with.*

please indicate final recommendations by the Secretariat including on amount.

Part E: Decision of the Management Committee
(To be completed by the SUN Movement Secretariat)

5. Decision of the SUN Movement MPTF Management Committee

Approved for a total budget of US\$
 Approved with modification/condition
 Deferred/returned with comments for further consideration
 Rejected

Comments/Justification

Part F: Administrative Agent Review
(To be completed by the MPTF Office)

6. Action taken by the Executive Coordinator, Multi-Partner Trust Fund Office, UNDP

Programme consistent with provisions of the SUN Movement MPTF Memorandum of Understanding with the Participating Organizations and the Standard Administrative Arrangement with donors.

Yannick Glemarec
Executive Coordinator,
Multi-Partner Trust Fund Office, UNDP

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Signature

.....
Date

