



SUN Movement Pooled Fund Annual Report

*1 January – 31 December 2018
with updates till 31 May 2019*

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1 Acronyms

CFP: Call for Proposals
CSA: Civil Society Alliance
CSN: Civil Society Network
CSOs: Civil Society Organisations
DFID: UK Department for International Development
ICE: Independent Comprehensive Evaluation of the SUN Movement
INGOs: International Non-Governmental Organization
M&E: Monitoring and Evaluation
MoU: Memorandum of understanding
MPTF: Multi-Partner Trust Fund
MSP: Multi Stakeholder Platform
NGO: Non-Governmental Organization
PUNO: Participating UN Organization
SDC: Swiss Agency for Development and Cooperation
SDGs: Sustainable Development Goals
SUN: Scaling Up Nutrition
SUN SCSN: Secretariat of the SUN Civil Society Network
ToRs: Terms of Reference
UN: United Nations
UNGM: United Nations Global Marketplace
UNDP: United Nations Development Program
UNICEF: United Nations Children's Fund
UNOPS: United Nations Office for Project Services

2 Contributions

The SUN Movement Pooled Fund Grants are made possible by generous donations from:



Schweizerische Eidgenossenschaft
Confédération suisse
Confederazione Svizzera
Confederaziun svizra

Swiss Agency for Development
and Cooperation SDC

*Swiss Agency for Development and
Cooperation*



Irish Aid
Rialtas na hÉireann
Government of Ireland

*Irish Aid – Department of Foreign Affairs
and Trade*



Global Affairs
Canada
Affaires mondiales
Canada

Global Affairs Canada



german
cooperation
DEUTSCHE ZUSAMMENARBEIT

*German Cooperation for International
Development*



Norad

Norwegian Agency for Development Cooperation

*Norwegian Agency for Development
Cooperation*



UKaid
from the British people

*United Kingdom Department For
International Development*

3 Executive Summary

The Scaling Up Nutrition (SUN) Movement Pooled Fund was established in December 2017 through a project agreement with UNOPS Geneva under the SUN Movement Secretariat hosting terms. The Pooled Fund project agreement was initially intended to provide catalytic grants for Civil Society Alliances in SUN Countries to develop cohesive Alliances and implement actions that scale up nutrition.

Forty beneficiaries of the 46-member CSA networks are now monitored under one or more of the following Window I Outcomes, as further outlined in SUN Movement Pooled Fund Results Framework.

Outcome 1: SMART Planning & Legislation

Supporting SUN countries in their development and expansion of SMART, costed, multi-stakeholder, multi-sectoral Nutrition Plans.

Outcome 2: Financial Resourcing

Studying, monitoring, and advocating for international and domestic resources to fully finance nutrition plans.

Outcome 3: Enabling Implementation

CSAs are on track in implementing their nutrition commitments and are making a demonstrable contribution to reducing malnutrition at sub-national levels.

This is the first annual narrative report of the Pooled Fund project. It covers the period from the project's inception to 31 December 2018 with updates on progress until 31 May 2019. It draws from meetings and minutes with the programme's board, i.e. the Consultative Group, Executive Committee endorsement, from the project agreement, from field visits, and from the beneficiaries' reports. The larger reporting window provides readers with the most up-to-date information that the SUN Movement has received. The certified financial report, however, captures expenditures from 1 January – 31 December 2018.

This annual report of the SUN Movement Pooled Fund takes stock of key strategic decisions, outlines the preliminary achievements of SUN Civil Society Alliances, and outlines upcoming activities in the Pooled Fund programme under Window I. We sincerely hope that you will enjoy reading about the challenges, achievements, and collective actions that civil societies are undertaking to ensure nutrition remains high on their national and subnational agendas.

Respectfully,

The Pooled Fund Grants Team

4 Preface

4.1 History of the SUN Movement Pooled Fund

The SUN Movement Pooled Fund was formulated in 2017 as a last resort, catalytic source of grant funding to support SUN Civil Society Alliance activities at the national and subnational level. The [SUN Movement Secretariat](#) is the coordinating body of the Pooled Fund, providing strategic leadership for the fund. The fund and grants are administered by the United Nations Office for Project Services (UNOPS). The recommendations of the SUN Civil Society Network members, the SUN Movement Strategy and Roadmap (2016-2020), and the lessons learned from the SUN Movement Multi-Partner Trust Fund (MPTF) have informed the design of the grant programme.

4.1.1 Funding Window I

The SUN Movement Pooled Fund has, for this reporting period, one primary area for work, and thus one window for funding: “Strengthened participation by in-country non-state stakeholders (civil society, private sector actors, academics, and journalists, among others) and parliamentarians in national multi-stakeholder platforms to implement scale up nutrition plans.” The Cycle I call for proposal’s specifications were finalized and approved by Consultative Group in October 2017 and endorsed by Executive Committee during SUN Movement Global Gathering in November 2017

4.2 The SUN Movement Pooled Fund

The SUN Movement Pooled Fund remains a catalytic, last resort source of small grants to support multi-stakeholder platforms in SUN Countries, in order to increase the effectiveness and impact of national efforts to end malnutrition in all its forms, through promotion of engagement of additional relevant actors in the implementation, monitoring and evaluation of multi-sectoral and multi-stakeholder national plans for nutrition.

The SUN Movement Pooled Fund is coherent with the SUN Movement Strategy and Roadmap (2016-2020) and integrated the broader SUN Movement stewardship arrangements and processes at national and global levels. In particular, the SUN Movement Pooled Fund supports actions which reinforce in-country capabilities of all stakeholders in SUN Countries across four thematic areas:

- a) Continuously improve country planning to end malnutrition;
- b) Mobilise, advocate and communicate for impact;
- c) Strengthen capacity of government and non-governmental systems, multi-sectoral teams, and their individual members, for scaled-up nutrition action at all levels;
- d) Ensure equity, equality and non-discrimination for all, with women and girls at the centre of efforts.

During this reporting period, the SUN Movement Pooled Fund should have been used only as a *last resort*, with proposals submitted only after a reasonable effort has been made and confirmed that funding is not available for this purpose at the national level. The ‘last resort’ value of the requests is assessed by an accompanying notification in writing from the country donor convener (or the SUN Donors Network in the absence of a country Donor convener) that no other sources of funds at the national, regional and global level are available.

4.3 Funding Window

Projects supported by the SUN Movement Pooled Fund contribute to the achievement of the strategic objectives of the SUN Movement and national plans to scale up nutrition. This is achieved through funding a primary area of work in 2018:

Window I: Strengthened participation by in-country non-state stakeholders (civil society, private sector actors, academics, and journalists, among others) and parliamentarians in national multi-stakeholder platforms to implement scale up nutrition plans

Funding Window I of the SUN Movement Pooled Fund is intended to catalyze the organized participation of additional in-country stakeholders in the national planning, implementation, monitoring and evaluation of multi-

stakeholder plans for nutrition. It funds the engagement of actors beyond government to contribute to multi-stakeholder platforms for nutrition in order to support the implementation of national nutrition plans.

This funding window focuses on **activities that best reflect the unique roles and potential to contribute to scaling up nutrition of each stakeholder**. Funding these actions, which are aligned with the priorities of their national multi-stakeholder platforms for nutrition, helps to accelerate progress and realise the added-value of multi-stakeholder contributions to national priorities for scaling up nutrition. While the eligibility and success of projects in Window I focus on **actions that deliver results for nutrition**, support from this window can also involve support for the start-up or expansion of national SUN civil society alliances (CSAs) and other partner networks to participate in the multi-stakeholder platform (MSP) to ensure a coordinated, aligned and effective national response to malnutrition.



Figure 1 Nutritious food cooking demonstration by local SUN CSO at Mandjou Quatiuri, East Region, Cameroon, February 2019.

5 SUN Movement Pooled Fund Governance

The Pooled Fund Grants program is governed and implemented with key groups within the SUN Movement. Listed below is an outline of those governing bodies with an abbreviated description of their role. For more information, please refer to the full SUN Movement Pooled Fund Grant Project Agreement.

5.1 SUN Movement Executive Committee and SUN Movement Coordinator

The Executive Committee is a component of overall SUN Movement stewardship. It provides **strategic oversight and overall guidance to the SUN Movement Pooled Fund** and ensures that it is oriented as one of the instruments of support to the SUN Movement.

On an annual basis (or more frequently if either party considers it appropriate), the SUN Movement Coordinator:

- Updates the Executive Committee on the current strategy and its implementation – both identifying progresses to date, any challenges and priorities ahead;
- Proposes possible adjustments to the SUN Movement pooled fund strategy to ensure its best support to the SUN Movement;
- Presents the SUN Movement Pooled Fund Annual Report for information, and;
- Presents the SUN Movement Pooled Fund Annual Work Plan for endorsement.

The SUN Movement Pooled Fund should be an information item on the Executive Committee agenda when considered appropriate, and a decision item at least once each year.

5.2 Consultative Group

The **Consultative Group** is made of donors to the Pooled Fund and representatives of the SUN Networks. They are convened for discussions on new directions of the Pooled Fund every time more financial sources become available after the first call for proposals. The Consultative Group provides input on scope, content, and parameters for new call for proposals, which will then translate into an amendment of the initial Pooled Fund's Project Agreement.

The Coordinator of the SUN Movement chairs the Consultative Group with support from the SUN Movement Secretariat.

5.3 SUN Movement Secretariat

The **SUN Movement Secretariat** is the coordinating body of the Pooled Fund, providing strategic leadership for the Pooled Fund. The SUN Movement Secretariat focuses on strategic decisions, policy decisions, donor coordination, and overall performance management of the grants. The SUN Movement Secretariat is based in Geneva, Switzerland with in staff members and support services for the SUN countries and the SUN Movement as a whole.

A **SUN Movement Pooled Fund Coordinator**, as part of the SUN Movement Secretariat, is responsible for:

- Contributing to ensuring that policies and strategies decided by the SUN Lead Group and Executive Committee are implemented in the Pooled Fund and adhered to.
- Ensuring that issues related to the Pooled Fund are consulted with SUN Movement Secretariat's Strategic Management Team, Country Liaison Team and other relevant members of SUN Movement Secretariat, and that the Coordinator and all relevant Secretariat members are regularly updated on issues related to the Pooled Fund
- Ensuring that the SUN Movement Executive Committee is kept informed of progresses to date, challenges and priorities ahead of the SUN Movement Pooled Fund.

- Supporting the SUN CSN with fundraising and sustainability for the network and alliances, technical assistance in MEAL, governance and other areas as applicable in support of enabling strong and sustainable civil society alliances.
- In collaboration with UNOPS Grant Analyst drafting eligibility criteria for the selection of proposals based on project agreement assigned between UNOPS and donors.

5.4 UN Office of Project Services

Once the funding is received by UNOPS from the pooled fund donors, the disbursement of funds is done through standard UNOPS Grant management procedures. Any grant management and administration activities carried out by UNOPS is in accordance with the applicable UNOPS Regulations and Rules and Administration Instruction(s) on Grant Support.

A **Grant Analyst** and an **M&E Specialist** perform responsibilities for the day-to-day support of the Fund and the running of the projects, such as:

- Administer the call for proposals process in line with UNOPS policies and procedures, this includes dissemination of CFP (and Expression of Interest if appropriate), collection of proposal, preparation for review by grant selection committee, preparation of evaluation reports and their submission to relevant authority for grant awards.
- Draft, finalize and manage grant agreements, in collaboration with SUN Movement Pooled Funds Coordinator/Advisor.
- Lead the development and maintenance of a functioning monitoring, evaluation and reporting system, which will be coherent with project documents and ToR, and will generate data that allow for programme analysis and which ensures that all grantees submit timely, regular and structured monitoring reports.
- Review and verify M&E findings and following-up the recommendations.
- Organize field evaluations as required.
- Overall administer the entire grant cycle, ensuring compliance with UNOPS Grant Management Rules and Regulations and with the Pooled Fund donor agreements.

5.5 Secretariat of the SUN Civil Society Network

The Secretariat of the **SUN Civil Society Network**'s responsible for:

- Providing technical assistance and training to Civil Society Alliances (CSAs).
- For emerging civil society alliances, work with the awarded CSAs to develop their national network results framework with support from the UNOPS M&E specialist and other partners as required to ensure that it is embedded within the SUN Pooled Fund Results Framework and the SUN Movement Strategy.
- Supporting CSAs in developing fundraising strategies and plans in order to become sustainable in conjunction with the SUN Movement Secretariat.

6 Selection Processes

The call for proposals (CFP) and selection process was a collaborative effort from all stakeholders in the SUN Movement Pooled Funds Project. UNOPS, the SUN Movement Secretariat, the Civil Society Network, and the SUN Donor Network all supported the grant selection process.

UNOPS: Concurrently with the CFP posting to the UN Global Marketplace (UNGM), UNOPS set up a dedicated email account (sungrants@unops.org) to answer grantee and partner questions related to the CFP.

SUN Movement Secretariat: The Secretariat liaised with the SUN Donor Network and disseminated information about the CFP and subsequent revisions/webinars/Question & Answer updates. The SUN Movement Pooled Fund Coordinator, who represents the SUN Movement Secretariat, co-administered webinars and participated in the Grant Evaluation Committee.

SUN Donor Network: The Donor Convener's for each applicant country issued letters to applicants that provided nonbinding confirmation that their proposal was a "last resort" attempt for funding and that no other entity was currently funding the applicant for similar activities.

Civil Society Network Steering Committee: The CSN Steering Committee members dedicated themselves to disseminating information about the CFP and supporting applicants in the development of their grant proposal. Their participation increased the quality and number of applications. The CSN Steering Committee also dedicated two of its members to participate in the Grant Evaluation Committee as technical experts. These two individuals remained outside of the CSA support efforts and certified that there was no conflict of interest prior to participating on the panel.

6.1 Window I – Cycle I Call for Proposals

The Window I Cycle I focuses on activities that best reflect the unique roles and potential to contribute to scale up nutrition for each stakeholder. Funding these actions, which are aligned with the priorities of their national multi-stakeholder platforms for nutrition, helps to accelerate progress and realise the added value of multi-stakeholder contributions to national priorities for scaling up nutrition. While the eligibility and success of projects focuses on actions that deliver results for nutrition, the Pooled Fund can also involve support for the start-up or expansion of national SUN Civil Society Alliances (CSAs) to participate in the national Multi-Stakeholder Platform (MSP) to ensure a coordinated, aligned and effective national response to malnutrition.

6.1.1 Solicitation Process

In accordance with the Pooled Fund Project Agreement, a competitive call for proposals (CFP) was publically posted in English, French, and Spanish on the UN Global Marketplace from 1 May to 11 June 2018.

The CFP was advertised by the SUN Movement through the SUN Movement Secretariat's communication channels, e.g. website, social media, and direct email campaign. The CFP was also advertised by the SUN Movement Civil Society Network Steering Committee, who used their separate social media, newsletters, and direct email campaign to solicit as many eligible applications as possible.

6.1.2 Selection Process

The Grant Evaluation Committee considered each proposal in a two-step selection process. The first stage of the selection process reviewed the eligibility of the applicant and the compliance of their application. The second stage of the selection was a programmatic evaluation on the merits of the proposal, project activities, and project budget.

6.1.3 Award

In total UNOPS received 67 applications in the Cycle I call for proposals of which 28 passed the initial eligibility criteria and were evaluated by the Pooled Fund Grant Evaluation Committee. A total of 21 applicants passed the threshold for technical compliance, which was set at 72:120 points [60%].

2018 Pooled Fund Grant Award Recipients

Africa	Asia	Latin America
Benin	Papua New Guinea	El Salvador
Burundi	Kyrgyzstan	
Cameroon	Sri Lanka	
Chad	Myanmar	
Ghana	Bangladesh	
Liberia		
Mali		
Namibia		
Senegal		
Nigeria		
South Sudan		
Sudan (2 grants)		
Somalia (2 grants)		

6.2 Window I – Cycle II Call for Proposals

As in the call for proposals (CFP) for Cycle I, the Window I Cycle II CFP focused on support for the start-up or expansion of national SUN Civil Society Alliances (CSAs) to participate in the national Multi-Stakeholder Platform (MSP). This CFP was intended to reach the remaining Civil Society Alliances in need of funding that did not benefit from the previous cycle of Pooled Fund grants.

There were a few modifications to the Cycle II CFP eligibility criteria and structure. Specifically, the donor convener letter was no longer a mandatory requirement as it proved very challenging to receive an accurate update on the funding situation of each CSA. Furthermore, applicants had a longer period to develop and submit their applications, the maximum grant amount was raised to USD 200,000 and the project duration was extended from 12 months to 18 months. These modifications were carried over from Lessons Learned of Cycle I's CFP. The proposal for the Cycle II CFP was shared with the member of the Consultative Group and invited to provide comments by 19 November. The Lessons Learned Executive Summary and the Cycle II proposal was endorsed by the Consultative Group on 22 November 2018. These changes increased the quality of the applications received.

6.2.1 Solicitation Process

In accordance with the Pooled Fund Project Agreement, a competitive Call for Proposals (CFP) was publically posted in English, French, and Spanish on UNGM from 7 December 2018 to 8 February 2019. UNOPS, the SUN

Movement Secretariat, the Civil Society Network, and the Donor Convener Network contributed jointly to these efforts.

6.2.2 Selection Process

The Grant Evaluation Committee considered each proposal in a two-step selection process. The first stage of the selection process reviewed the eligibility of the applicant and the compliance of their application – as per Step 1: Eligibility Criteria of the CFP. Only the proposals that passed the first stage advanced to the second stage. The second stage of the selection was a programmatic evaluation on the merits of the proposal, project activities, and project budget – as per Step 2: Evaluation Criteria.

6.2.3 Award

UNOPS received a total of 31 applications in the second call for proposals. A total of 19 applicants passed the threshold for technical compliance, which was set at 74:125 points [60%].

2019 Pooled Fund Grant Award Recipients

Africa	Asia	Latin America
Malawi	Philippines	Peru
Côte d'Ivoire	Cambodia	
Zambia	Pakistan	
Madagascar	Afghanistan	
Burkina Faso	Nepal	
Tanzania	Indonesia	
Kenya		
Ethiopia		
Guinea (Republic of)		
Zimbabwe		
Mozambique		
Niger		

7 Summary Status Report: 2018 Grants Recipients

The following chart summarizes the active contracts for Grantees selected in the 1st Call for Proposals

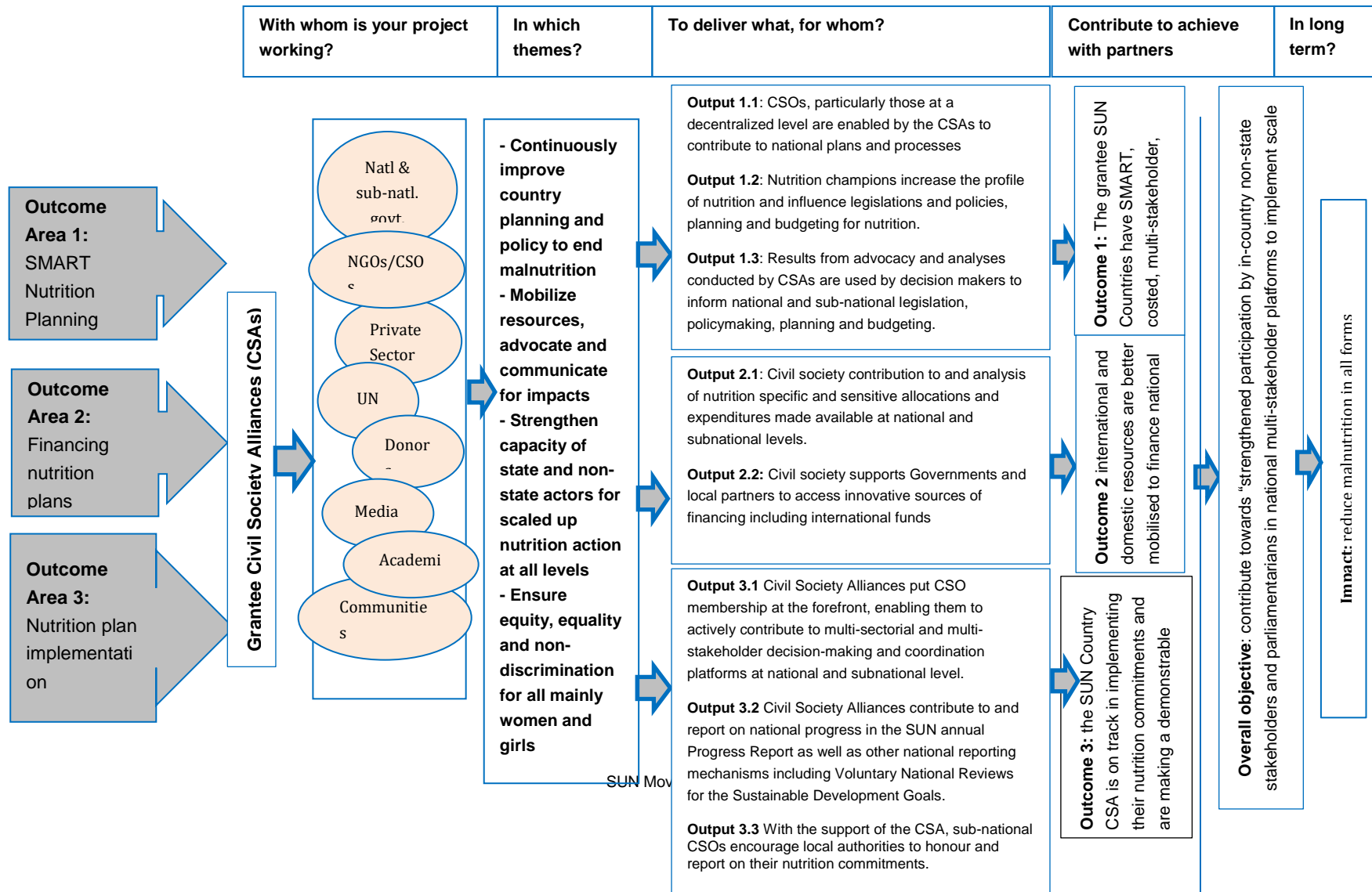
No.	Organization	Country	Total Value (USD)
1	Cooperative for Assistance and Relief Everywhere International, Inc. (CARE)	South Sudan	\$ 114,000
2	Centro De Apoyo De Lactancia Materna (CALMA)	El Salvador	\$ 114,000
3	Concern Worldwide	Burundi	\$ 114,000
4	Concern Worldwide	Bangladesh	\$ 114,000
5	Save the Children Myanmar	Myanmar	\$ 114,000
6	World Vision Lanka	Sri Lanka	\$ 114,000
7	Action Against Hunger	Liberia	\$ 114,000
8	Synergos Namibia Trust	Namibia	\$ 113,988
9	Save the Children in Papua New Guinea Inc.	Papua New Guinea	\$ 113,772
10	Civil Society Scaling Up Nutrition In Nigeria	Nigeria	\$ 114,000
11	Eau Vie Environment (EVE)	Senegal	\$ 113,994
12	Alliance of Civil Society for Nutrition and Food Security	Kyrgyzstan	\$ 91,050
13	Hunger Alliance of Ghana	Ghana	\$ 113,700
14	Alliance Sahélienne de Recherches Appliquées pour le Développement Durable (ASRADD)	Chad	\$ 128,013
15	Centre Sahélien de Prestation, d'Etudes, d'Ecodéveloppement et de Démocratie Appliquée (CSPEEDA)	Mali	\$ 113,458
16	Alliance de la Société Civile pour l'Intensification de la Nutrition au Bénin (ASCINB)	Benin	\$ 113,844
17	Helen Keller International	Cameroon	\$ 113,508
18	ANPPCAN-SOM	Somalia (Region of Somaliland)	\$ 113,889
19	Peace Action Society Organization for Somalia (PASOS)	Somalia	\$ 113,498
20	Talawiet Organization for Development - TOD	Sudan	\$ 112,934
21	Addition for Disasters assistance and Development (ADD)	Sudan	\$ 113,876

8 Summary Status Report: 2019 Selected Grant Recipients

The following chart summarizes the selected Pooled Fund grant recipients from the second call for proposals as of 31 March 2019. This cohort of recipients is currently undergoing the awards acceptance process. Disbursements are issued as grant recipients reach milestones and resolve inquiries or amendments, if any, with UNOPS. Therefore, the end dates and disbursements are subject to change.

No.	Organization	Country	Total Value (USD)
1	Civil Society Organizations Nutrition Alliance	Malawi	\$199,745
2	Action Contre La Faim	Côte d'Ivoire	\$199,406
3	International Institute of Rural Reconstruction	Philippines	\$200,000
4	Helen Keller International	Cambodia	\$199,513
5	CSO-SUN Zambia	Zambia	\$199,906
6	Action Contre La Faim	Madagascar	\$199,201
7	Réseau de la Société civile pour la Nutrition Burkina Faso (RESONUT)	Burkina Faso	\$200,000
8	PANITA	Tanzania	\$200,000
9	Collectif TUN (Tous Unis pour la Nutrition)	Niger	\$199,719
10	Nutrition International	Pakistan	\$196,452
11	Afghanistan Human Rights Organization (AHRO) / Action for Development (AfD)	Afghanistan	\$199,940
12	Civil Society Alliance for Nutrition, Nepal (CSANN) / South Asia Infant Feeding Research Network - Nepal (SAIFRN - Nepal)	Nepal	\$199,793
13	Nutrition International	Kenya	\$200,000
14	Nutrition International	Indonesia	\$199,374
15	Zimbabwe Civil Society Organizations Scaling Up Nutrition Alliance	Zimbabwe	\$193,623
16	Helen Keller International	Mozambique	\$199,998
17	The Save the Children Fund for Civil Society Coalition	Ethiopia	\$200,000
18	CARE Perú	Peru	\$178,053
19	Conseil national des organisations de la société civile (CNOSCG)	Guinea (Republic of)	\$198,175

9 SUN Movement Pooled Fund Theory of Change – Window I



10 Highlight of Results: 2018 Grant Recipients

The below results are presented using data from 19 grantees. Data from two grantees in Sudan could not be included into this report because one grantee has not been able to start the project due to fund transfer/in-country banking issues and other grantee could not send data due to the recent internet shutdown.

- More SUN CSAs engaged in formulation of the national nutrition plans into respective country and provided evidence based inputs on the various issues including inclusion of gender, women empowerment, human rights, reach out to vulnerable population among others. The 4 additional national nutrition plans have incorporated the SUN CSAs' inputs regarding gender inequality and women's empowerment. The Pooled Fund helped the SUN CSAs to organize 61 roundtables targeting both local and national levels stakeholders creating advocacy platforms.
- SUN CSAs provided inputs into the draft national nutrition plans in 10 countries, and advocated to incorporate them.
- SUN CSAs provided inputs into the 23 draft sub-national level nutrition plans, and advocated to incorporate them.
- SUN CSAs provided inputs into the 15 draft nutrition related policies and advocated to incorporate them.
- 17 countries have established SUN CSAs, and 12 of them have self-reported that they are now able to report on their commitments.
- 12 Parliamentary hearings and pledges were conducted that focused on nutrition issues.
- 151 champions and key influencers (86 men and 65 women) spoke out about nutrition in key decision-making processes related to legislation, policy making, planning and budgeting.
- 17 policy briefs were prepared on nutrition issues and submitted at policy forums.
- 10 budget analysis were commissioned either at national or sub-national levels.
- 17 national review mechanisms (eg: SDG national review process engagements) were conducted in which SUN CSAs participated and provided inputs.
- 73 Multi-sectoral Platform (MSP) meetings coordinated by SUN government focal point where SUN CSAs participate with quality inputs.
- 51 partnerships with different stakeholders established by SUN CSAs to promote nutrition issues.
- 9 SUN CSAs have sustainability strategy along with clear resource mobilisation component.
- During the project reporting period, SUN CSAs have mobilized USD 238,765 through other sources. (Other than SUN Movement Pooled Fund).

Preliminary Updates on SUN Movement Pooled Fund Project Key Indicators				
	Outcome Indicators	Data Disaggregation	Baseline: Status: 31 st May 2019	Status: 31 st May 2020
SMART Planning & Legislation	Number of national nutrition plans that clearly show inclusiveness of CSAs inputs regarding gender inequality and women's empowerment	-	3	7
	Number of sub-national nutrition plans that clearly show inclusiveness of CSAs inputs regarding gender inequality and women's empowerment	-	0	3

Financial Resourcing	Number of costed national nutrition plans that address financing gap highlighted through the work of CSAs and other stakeholders	–	0	2
	Number of costed sub-national nutrition plans that address financing gap highlighted through the work of CSAs and other stakeholders	–	5	11
Enabling Implementation	Number of in-country nutrition CSAs	National	16	17
		Sub-national	6	15
	Number of in-country nutrition CSAs that report on their commitments	–	11	12
	Output Indicators	Data Disaggregation	Baseline: Status: 31st May 2019	Status: 31st May 2020
SMART Planning & Legislation	Number of roundtables and consultations organized with local, marginalized CSOs at subnational level	–	11	61
	Number of participants at roundtables and consultations organized with local, marginalized CSOs at subnational level (men, women, girls, boys)	Men:	143	990
		Women:	69	762
		Girls:	0	16
		Boys:	0	17
	Number of parliamentarian champions and key influencers that speak about nutrition in key decision-making processes related to legislation, policy making, planning and budgeting	Men:	35	86
		Women:	19	65
	Number of parliamentary hearings and pledges	–	3	12
	Number of national nutrition plans (draft submitted to the government for approval) that clearly incorporate contributions provided by SUN CSAs	–	3	10
	Number of sub-national nutrition plans (draft submitted to the government for approval) that clearly incorporate contributions provided by SUN CSAs	–	0	23
	Number of nutrition policies/law (drafts submitted to the government for approval) that incorporate inputs from CSAs	–	8	15
	Number of people reached out through organized events/actions taken to increase women and youth awareness of their rights to food and nutrition (Men, Women, Boys, Girls)	Men:	1274	11257
		Women:	1105	23924
Girls:		561	3752	
Boys:		500	3536	
Number of policy briefings prepared on nutrition issues and submitted at policy forums	–	2	17	

	Number of policy briefings (produced by CSAs) that were used for nutrition planning, budgeting and/or implementation	–	3	9
	Output Indicators	Data Disaggregation	Baseline: Status: 31st May 2019	Status: 31st May 2020
Financial Resourcing	Number of budget analysis conducted by the CSAs	–	0	10
	Number national-policy/plan/programme formulation processes that used the budget analysis conducted by CSAs either as supplements or as contribution	–	0	1
	Output Indicators	Data Disaggregation	Baseline: Status: 31st May 2019	Status: 31st May 2020
Enabling Implementation	Number of Behaviour Change campaigns organized at marginalized communities through the support to local CSOs	–	0	36
	Total number of people reached out through the Behaviour Change campaigns (men, women, boys, girls)	Men:	1045	7260
		Women:	1017	5218
		Girls:	500	3520
		Boys:	500	2972
Number of national review mechanisms (eg: SDG national review process engages) in which SUN CSAs participated and provided quality inputs	–	2	17	
	Output Indicators	Data Disaggregation	Baseline: Status: 31st May 2019	Status: 31st May 2020
Partnership, Inclusiveness and Diversification of CSAs	Number of Multi-sectoral Platform (MSP) meetings coordinated by SUN government focal point where SUN CSAs participate with quality inputs	–	26	73
	Number of partnerships established by SUN CSAs to promote nutrition issues	–	6	51
	Number of SUN CSAs that have sustainability strategy along with clear resource mobilisation component	–	5	9
	Amount of fund mobilized by the SUN CSAs through other sources (other than SUN Movement Pooled Fund) in US Dollars	–		238765.35
	Number of national CSA member organisations - disaggregated by national and international NGOs	Nat'l Org.	611	844
		Int'l Org.	222	232

Number of national CSA steering committee members organisations - disaggregated by national and international NGOs	Nat'l Org.	63	71
	Int'l Org.	42	48
Number of national CSA steering committee members (male/female)	Men:	73	86
	Women:	46	55
Number of sub-national CSA member organisations - disaggregated by national and international NGOs	Nat'l Org.	290	610
	Int'l Org.	18	26
Number of sub-national CSA steering committee members - disaggregated by national and international NGOs	Nat'l Org.	43	55
	Int'l Org.	6	6
Number of sub-national CSA steering committee members (male/female)	Men:	30	38
	Women:	26	31

11 Gender Analysis: 2018 Grant Recipients

The Pooled Fund Project together with the grantees attempted to mainstream the gender and inclusion issues into the project design, implementation and monitoring & evaluation. During the design of the project, the applicants were asked to prioritize the project activities to benefit the women, children and vulnerable groups. A specific gender-mainstreaming checklist was included into the call for proposals. During the evaluation of the received applications, specific criterion on gender was used allocating 8.33% weightage of the total evaluation score. UNOPS helped the grantees to strengthen M&E System of their projects and strongly encouraged them to disaggregate the key performance by men, women, girls and boys where possible.

The Pooled Fund Project is still at the early stage of implementation. Here are the preliminary gender sensitive results:

Gender inequality and women's empowerment issues included in national nutrition plans: During the project implementation period, four countries (Myanmar, Mali, Papua New Guinea and Somalia) have developed new national nutrition plans. These four national nutrition plans have included the SUN CSAs' inputs regarding gender inequality and women's empowerment. With the Pooled Fund support, SUN CSAs organized total 61 roundtable meetings at national and sub-national levels engaging 1,785 stakeholders (Men: 990, Women: 762, Girls: 16 and Boys: 17).

Increased awareness of women and youth on their rights to food and nutrition: The project implemented a specific component in many of the supported countries to engage women and youth to increase their awareness on rights to food and nutrition. During the reporting period, 42,469 people (men: 11,257, women: 23,924, boys: 3,752 and girls: 3,536) have benefited. In addition, the project also implemented 36 behavioural change campaigns across the target countries reaching to 18,970 people (men: 7,260, women: 5,218, girls: 3,520 and boys: 2,972). The effects of these mass mobilization activities will be measured in later phase of the project using appropriate tools.

Women in representative roles of SUN CSAs: There has been focus on engaging the CSOs led by women into the SUN CSAs and include the women representation into the SUN CSA steering committees both at national and sub-national levels. The project data shows that 39% of the national level SUN CSA steering committees members are women. More SUN CSAs have established sub-national level CSA networks and engaged more women in representative roles. The project data shows that 43% of the sub-national level SUN CSA steering committees members are women.

More women serve as champions or key influencers: The project has prioritized to work with more women champions and key influencers that speak about nutrition in key decision-making processes related to legislation, policymaking, planning and budgeting. During the reporting period, the project worked with 151 champions and key influencers, where women consist 43%. The project data shows that 19 champions and key influencers were mobilized until May 2018, where in May 2019 this number reached to 65.

12 2018 Country Summaries: Interim Results

The following country summaries outline the preliminary results for each project funded in the 1st Call for Proposals. The following summaries are based on data from the Grantees' monthly updates (all), interim reports (of those submitted), and field reports (of those countries visited).

12.1 Active Civil Society Alliances

South Sudan

Outcome 1: SMART Planning & Legislation

Cooperative for Assistance and Relief Everywhere International, Inc. (CARE) in support of the SUN CSA has made several strides in making direct engagement with the SUN CSA steering committee under stewardship of the SUN focal point, Dr. Makur Kariom, the Undersecretary in the Ministry of Health. Monthly meetings were held by the SUN CSA members, and this was coordinated by the SUN CSA secretariat, which resulted in increased commitment by SUN CSA members to attend and contribute towards scalable nutrition actions.

In April 2019, the CSA hosted a successful second advocacy workshop with stakeholders and parliamentarians, with an attendance of 27, and 9 parliamentarians. The key takeaway was the promise to include nutrition budget in the country's budgeting process for the next financial year.

Outcome 3: Effective Implementation and Accountability

The project, titled "South Sudan SUN Jump Start project" continues to provide a platform for the development of local grassroots organization to build their capacity towards scaling up of nutrition actions. Through active engagements, social mobilization key messages have been delivered with overall increase in knowledge and action. A motivated CSA continues to engage at national cluster level with preliminary engagements with parliamentarians and are driving towards sustainable policy change.

The CSA has also identified a total of 6 nutrition champions for media campaigns and 3 additional grassroots organizations in Juba that will be trained on Maternal, Infant and Young Child Nutrition (MIYCN). The long awaited SUN CSA gender analysis final report was finalized and report will be disseminated to the members to guide programming. The University of Juba was re-opened in April 2019 but the planned marathon was cancelled due to security concerns. Nevertheless, the CSA hosted an interschool nutrition debate that was carried out with 150 students and 9 teachers involved as part of SUN mobilization activities in the city of Aweil.

El Salvador*

Results 1: SMART planning and legislation

Centro de Apoyo de Lactancia Materna (CALMA) is one of the leading member of the NutrES Alliance, the CSA of El Salvador. Their project, "Advocacy for a SMART Nutrition Plan in El Salvador" has had important achievements during the first four months of execution. They prepared a Country Proposal prepared in Sovereignty and Food Security called "The Food Security Needed El Salvador", through a technical analysis that aims to provide relevant and strategic inputs, as well as concrete proposals that are taken into account in the next government of El Salvador for the period 2019-2024 including the need to have SMART Planning in nutrition. There is also a technical document on the situation of nutritional food security in El Salvador, which served as input for the formulation of the proposal.

Together, the NutrES Alliance with Consejo Nacional de Seguridad Alimentaria y Nutricional (CONASAN) disclosed the Nutritional Food Security Policy in the East of the country. They addressed 56 communicators, academia and civil society members.

Outcome 3: Effective Implementation and Accountability

Additionally, CALMA has had eight consultations with grassroots and community organizations / associations to take their perspective to the national processes for the proposal of Food and Nutrition Sovereignty and Security for presidential candidates 2019-2024. CALMA has informed 339 people of their rights to adequate food and nutrition through 4 territorial forums executed at community level with populations of nursing mothers, pregnant women, children and adolescents in coordination with health facilities and community leaders. In addition, 142 professionals sensitized in favor of the results of the evaluation of the International Code of Marketing of Breast-milk Substitutes and its impact on the nutrition of infants and young children. Finally, CALMA reproduced 226 copies of the Natural Medicine Recipe Book and intends they will be delivered to community leaders with the aim of rescuing the use of plants with medicinal use.

Figure 2 Students at San Isidro Province in El Salvador participating at nutrition and climate change orientation session organized by SUN CSA, March 2019.



Burundi

Outcome 1: SMART Planning & Legislation

Concern Burundi, in support of the CSA of Burundi, attended a preparatory meeting for the elaboration of the multi-sectoral plan for nutrition and food security (PSMSAN II) and participated in a week long elaboration of PSMSAN II. The project officer then participated in week long workshop for the elaboration of the monitoring and evaluation plan for PSMSAN II (multi-sectoral plan for nutrition and food security) in April.

The project officer worked with the communication team to prepare an advocacy strategy for the project, components of which will be used to guide the Civil Society Network (CSN) to prepare their own strategy. The project team also met with the President of the CSN to prepare for the coordination meeting which will be held in June 2019.

Outcome 3: Effective Implementation and Accountability

At the subnational level, the CSA held three meetings with Civil Society Organisations (CSOs) (Gruppo di Volontariato Civile, International Medical Corps and Homestart) operating in the domain of health and nutrition to gain their inputs and recommendations.

In this reporting period, the project officer visited the governor of two provinces, Mwaro and Muramvya, to introduce the concept of the provincial level meetings and start the initial planning for these meetings. Evaluation of the completed provincial level meeting and preparation for the upcoming provincial level meetings continued. In April, Concern Burundi organized provincial level workshops in the provinces of Bururi, Rumonge and Rutana were organised; on average there were 35 participants at each meeting (104 participants in total).

In May 2019, the Grantee organised for nutrition champions to be elected in 6 provinces. To date, 12 nutrition champions have been elected.

Bangladesh*

Outcome 1: SMART Planning & Legislation

During this reporting period, Concern Worldwide – Bangladesh and the CSA of Bangladesh initiated the hiring process for an experienced consultancy firms/training institutes/individuals to conduct a 4-day training on Lobbying, Advocacy and Resource Mobilization aiming at strengthening the capacity of CSA members in Sylhet and Chattogram divisions to influence multi-sectoral District Nutrition Coordination Committees (DNCC) and other government line departments. The goal of this training is to mobilize resources from the government for effective implementation of the second National Plan of Action on Nutrition (NPAN2) through advocacy and lobbying at the subnational level.

The Secretariat has started the process to select Executive Members, including Secretariat for the third phase with support from the Executive Committee from 24 February 2019 for the elections. The overall process involves

different steps e.g. updating the members (voter) list, informing all members about election process, requesting for nomination, formation of non-CSA election commission, scrutinize the nomination, opening for online voting and result publishing on 24 March 2019.

Finally, the Grantee started collaborating with Bangladesh National Nutrition Council (BNNC) for participating and organizing different public mobilization and awareness events jointly by the CSA members and government line departments at national and local (Sylhet and Chattogram divisions) level during Nutrition Week during 24-27 April 2019. There were a total of 25 participants (4 Female, 21 Male) persons from 25 organizations in the training, which was facilitated by trainers from a reputable consultancy firm. CSA-SUN Bangladesh actively observed National Nutrition Week 2019 held between 23-29 April jointly organized and coordinated by the Bangladesh National Nutrition Council (BNNC) and Institute of Public Health and Nutrition (IPHN) with involvement and support from GO, I/NGOs, UN, development partners, press/media and CSOs. A total of 19 CSA member organizations in 7 different districts in Sylhet and Chattogram divisions observed the week with various colourful activities.

In May, the CSA took a decision in their executive committee meetings to shift the secretariat to Save the Children, effective from 1st June. The CSA has also started to organize the event for Parliamentarians to gain their commitment to influence additional allocation of resources for nutrition for Sylhet and Chattogram divisions with support of the All Party Parliamentary Group (APPG).



Figure 3 SUN Movement Pooled Fund Team in Bangladesh organizes formal briefing on the project to the key SUN stakeholders, October 2018.

Myanmar*

Outcome 1: SMART Planning & Legislation

Save the Children has been supporting the SUN CSA of Myanmar. During this reporting period, Myanmar's Multi-Sectoral National Plan of Action on Nutrition (MS-NPAN) was endorsed by the four leading ministries, namely Ministry of Health and Sports (MOHS), Ministry of Social Welfare, Relief and Resettle (MSWRR), Ministry of Agriculture, Livestock and Irrigation (MOALI), and Ministry of Education (MOE) on 26 November 2018 in Yangon. The plan was submitted to the Development Assistant Coordination Unit (DACU) which is chaired by the State Counselor. The SUN CSA was given two seats to represent CSOs at the national-level Nutrition Promotion Working Committee, which is applicable for the sub-national committees as well. SUN CSA representatives continue engagement in the inception phase of the MS-NPAN as the State and Region prioritization process continues.

One "Nutrition Advocacy Workshop," originally called MS-NPAN Awareness Workshop, was successfully organized in Chin State in May 29th and 30th. A total 84 participants (50 Male, 34 Female-) actively participated from 3 UN organizations, 9 from government sectors, 6 International NGOs, and 47 local NGOs. At the workshop, Civil Society Organization participants and other stakeholders were introduced to the country's SUN CSA and educated on the importance of addressing nutrition issues in multi-sectoral multi-stakeholder approach.

The Secretariat of SUN CSA Myanmar is currently involved in the Secretariat team of the Myanmar Nutrition Technical Network led by National Nutrition Center and participated in the very first Secretariat Team meeting of MNTN on 8th April 2019.

Outcome 3: Effective Implementation and Accountability

A key result achieved under this outcome was having the SUN CSA Myanmar's Multi-stakeholder Meeting at Ayeyarwaddy Delta Region successfully organized in September. Stakeholders in the region became more aware about the importance multi-sectoral multi-stakeholder collaboration in addressing different forms of malnutrition in the region. SUN CSA was also more recognized by the stakeholders, especially by the government departments. Moreover, the meeting served as platform for exchanging expectations between SUN CSA, Government and Donor (LIFT/ UNOPS).

Nutrition Advocacy training for the members of Delta SUN CSA was successfully conducted from 3-5 April 2019 with the technical support from World Vision International, Co-chair of National SUN CSA Steering Committee. 25 out of 32 member organizations (6 Male, 19 female) actively participated in the training. HKI also joined because of their interest to become the SC members of Delta Regional Steering Committee.

As a follow-up to the nutritional advocacy training, the Grantee also organized a workshop with the trained journalist in coordination with the Myanmar Journalism Institute on 24th May regarding nutrition and nutrition interest stories.

Sri Lanka*

Outcome 1: SMART Planning & Legislation

World Vision Lanka and its CSA partners submitted the 1st draft of a report on CSO recommendations on the review of National Nutrition Policy (NNP). It was submitted to the Ministry of Health, Nutrition and Indigenous Medicine and was well received to update the NNP. The CSA Executive Council identified 3 nutrition champions and parliamentarians. The discussions are in-progress to obtain each of their consent in becoming the change agent. Most recently, the 1st draft of the district level Multi-sectorial Action Plan (MSAP) guidelines was shared with Presidential Secretariat for approval. The guideline document included the background and justification, objectives of MSAPN, steps for completion and the specific role of each participant to complete the process. Once the approval is obtained, the orientation programme for district representative staff will be organised to develop the district and divisional MSAP.

Outcome 3: Effective Implementation and Accountability

During this reporting period, the CSA of Sri Lanka also identified 3 potential partners/stakeholders (Youth Council, Sarvodaya and Lions Club) to address gender inequality and women's empowerment through interventions such as awareness campaigns and programmes. They held discussions with Parliamentary Sergeant-at-Arms to do capacity building program for Parliamentarians. A nutrition awareness program for Parliamentary staff was conducted. Message sharing on nutrition was done at the Parliamentary staff sports day.

In May 2019, the CSA received a total of 5 proposals from CSOs in Mannar, Anuradapura, Ratnapura, Hambantotoa and Monaragala Districts to support the development of district level MSAP. The proposals were reviewed by the CSA council and the feedback was communicated to the respective sub-national CSOs to improve the proposed interventions and ideas.



Figure 4 Sub-national CSOs coordination meeting at Hambanthota district in Sri Lanka, October 2018

Liberia*

Outcome 1: SMART Planning & Legislation

During this reporting period, the Steering Committee and membership of SUN Civil Society Alliance of Liberia (SUNCSAL) have been revived and become functional than ever before since its establishment in 2016 following initial efforts in 2014 before the outbreak of the Ebola. Following the first quarter implementation of the project, SUN Civil Society Alliance of Liberia and the SUN Movement in country are seen to have gained more recognition from the new government and sector line ministries (Health, Agriculture, Education, Gender and Social Protection, Public Works and Commerce) for their role in calling for improved coordination, sector policies and financing. This follows series of SUN engagement meetings and discussions with the above mentioned government ministries especially the Ministry of Health in Liberia; thereby contributing to the endorsement of the SUN Focal Point in country.

SUNCSAL and its members hold regular national meetings, participate in trainings, and attend national and sub-regional conference (West African Health Organizations (WAHO) Conference) and the Steering Committee forums. In May 2019, the SUN CSAL participated in an engagement meeting with the Speaker of the 54th National Legislature in order to set the stage for Legislative engagement and awareness raising meetings with him and other cabinet ministers of government.

Action Against Hunger, SUN Secretariat and the SUN Civil Society Alliance of Liberia (UNCSAL) conducted a joint presentation on the provisions of the Code of Marketing Breastmilk Substitute (CMBS) in a validation workshop of the Public Health Bill being reviewed (one that would soon be laid in the Legislative Committee in the House of Legislature for enactment) into which provisions of CMBS is subsumed.



Figure 5 Project Team with UNOPS M&E Specialist, Bhushan Shrestha, September 2018

Outcome 3: Effective Implementation and Accountability

At county (sub-national) level, SUNCSAL enrolled new members in the platform. There is an increase in the level of nutrition education in order to reduce the spate of malnutrition in their respective communities.

Through project and financial management trainings received from Action Against Hunger, the project is so far being effectively implemented and accountability to SUN Civil Society members and other nutrition stakeholders is demonstrated through open book practice.

Nigeria*

Outcome 1: SMART Planning & Legislation

During this reporting period, the Civil Society Scaling up Nutrition in Nigeria (CS-SUNN) reported the following results:

- CS-SUNN subnational participating and contributing to multi-stakeholder, multi-sectorial platforms increased.

- CS-SUNN, in the project's selected regions, worked to build multi-sectorial ownership of the Pooled Fund project. To implement the Pooled Fund project in project locations, CS-SUNN sub-national engaged with the State Primary Health Care Boards, Ministries of Health, Budget and Economic Planning, Agriculture, Women Affairs, Education, Media, Professional Associations, UNICEF and Private Sector.

Outcome 2: Financial Resourcing

During this reporting period, the Civil Society Scaling up Nutrition in Nigeria (CS-SUNN) reported the following results:

- Developed a sub-national nutrition budget (2015-2018) report for the selected regions that shows nutrition funding gaps produced.
- CS-SUNN advocacy has led to the allocation of budget line for nutrition in the 2018 supplementary budget and the 2019 budget in Kwara state.
- Capacity building efforts were undertaken to increase the capacity of CS-SUNN Civil Society Organisations (CSOs) on budget advocacy in 3 locations; Kwara, Imo and Federal Capital Territory. A total of 59 CSOs were trained.

2.2.2.2 Nutrition Sensitive intervention

In the fiscal year 2015, a total sum of N830.5 million was allocated to the identified Nutrition-sensitive interventions which comes to approximately 0.58 percent of imo State's enacted budget. Allocation decreased in relative and absolute terms in the fiscal year 2016. A total of N545.5 million representing 0.53 percent of imo State aggregate expenditure was allocated to the identified nutrition specific intervention. Allocation, however, dropped to N46.5 million in the fiscal year 2017, which when compared with the budget of the state was 0.04 percent (See table below).

Table 33

Nutrition Sensitive Intervention - Budgetary Allocation relative to Budget Size			
Year	Nutrition Sensitive Intervention		% of Budget
	Budgetary Allocation in Million Naira	Budgetary Allocation in Million Naira	
2015	143,314	830.5	0.58%
2016	102,209	545.5	0.53%
2017	131,143	46.5	0.04%
2018	N/A	N/A	N/A

Source: Imo State Government

Outcome 3: Effective Implementation and Accountability

- To meaningfully engage and contribute to sub-national multi-sectorial nutrition plans, CS-SUNN established sub-national coalitions in Kwara and Imo with a total of 40 CSOs (20 per state) registered.
- Within the reporting period, CS-SUNN's advocacy to the Saving One Million Lives Management in FCT led to the reactivation of the FCT State Committee on Food and Nutrition.
- CS-SUNN expanded and strengthened its alliance at sub-national levels; built capacities to contribute to upcoming sub-national level multi-sectorial nutrition plans and its implementation through the State Committees on Food and Nutrition in Oyo, FCT and Rivers states.

Most recently, the CS-SUNN sub-national coalition held a one-day meeting with key stakeholders to validate FCT nutrition budget 4-year trend (2015-2018). CS-SUNN resolved all validation meetings on the nutrition budget four-year trend analysis in the six project locations and proceeded to develop policy briefs with specific 'asks'. Plans for the Nutrition Champions training are on top gear as Nutrition Champions have been shortlisted and contacted to participate in the workshop scheduled to hold in May, 2019. Finally, CS-SUNN's advocacies have led to the drafting of a multi-sectorial plan for nutrition in Imo state and the review of the Food and Nutrition Policy in Kwara state

Senegal*

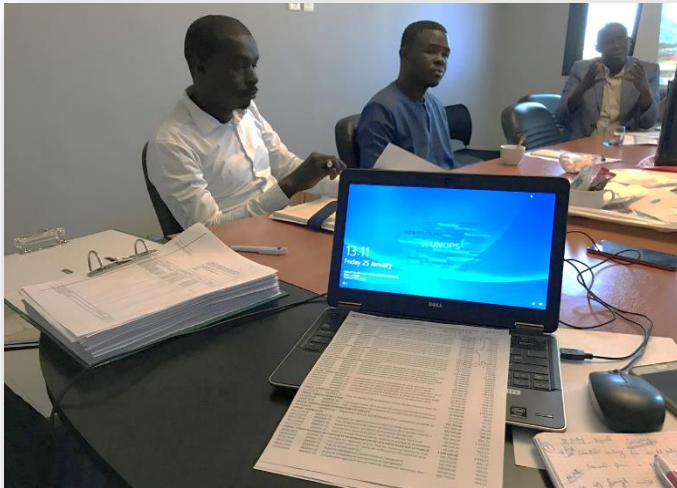
Outcome 1: SMART Planning & Legislation

Thanks to Eau Vive Environment and the CSA of Senegal, civil society organizations, including those at the decentralized level, have the opportunity, through Civil Society Alliances, to contribute to national plans and processes. There are now 21 representatives of civil society organizations working at the national level that have a harmonized understanding of the Multisectoral Strategic Nutrition Plan (SEMP) developed by the country and are aware of the different modalities for its implementation, including the Monitoring and Evaluation Plan and the Communication Plan. Additionally, a civil society action plan to accompany the implementation of the National NSMP has been developed.

Outcome 2: Financial Resourcing

Civil society supports the government and 23 local partners in accessing innovative financing sources, including international funds such as the Global Financing Facility (GFF), the Power of Nutrition and financial commitments

made by international NGOs. Civil society has also chosen to advocate with the President of the Republic to bring nutrition among the priority sectors to be financed from resources derived from the exploitation of gas and oil.



Outcome 3: Effective Implementation and Accountability

The CSA has organized two technical and logistical preparation committees, with members from the administrative authorities, technical services, and the focal points of the civil society organizations, are set up in Madam (north) and Sidious (South). Terms of reference for the conduct of activities are developed and shared with the members of the technical committees.

Figure 7 Financial verification during the Pooled Fund Project field monitoring mission in Senegal with Eau Vie Environment (EVE), 21 January 2019

Kyrgyzstan*

Outcome 1: SMART Planning & Legislation

During this reporting period, the Civil Society Alliance-SUN Kyrgyzstan (CSA SUN Kyrgyzstan) prepared proposals for the Food Security and Nutrition Program (FS&N Program) according to the analysis of Checklist on the Criteria and characteristics of “good” national nutrition plans. The proposals included: integration of the Right to Food into the Kyrgyz legislation; an annual review of the implementation of the FS&N Program with the participation of stakeholders, including vulnerable groups; and operationalization of FS&N Program and development of the sub-national nutrition plans.

An important contribution of CSA SUN Kyrgyzstan to the Program was the proposal for the development of Food-Based Dietary Guidelines, as well as a commitment to finance the development of the Guidelines from local international organizations.

CSA SUN Kyrgyzstan has enabled representatives from 12 vulnerable villages to take part in the Multilateral Platform for Nutrition activities at the national and subnational levels. The CSA has also built relationships with 5 parliamentarians who promised to make commitments on nutrition and draw up a parliamentarian’s plan of action for 2019. Most recently, in May 2019, Participants from Issyk-Kul and Nary provinces developed draft of parts of the sub-national nutrition plans. The draft has since been finalised and will be used at the regional forum and regional public hearings.



Figure 8 Sub-national level multi-stakeholder platform (MSP) members meeting in Nary Province, Kyrgyzstan, March 2019.

Ghana*

Outcome 1: SMART Planning & Legislation

The Hunger Alliance of Ghana, in support of the CSA of Ghana, report the following preliminary achievements:

- The CSA has held high level engagement meetings with political leaders and policy makers in 20 districts and have contributed to the prioritization of nutrition in the medium term plans of those districts, thereby making the plans nutrition sensitive. The CSA held these meetings during a pivotal time. The top administrative and political hierarchy of the selected districts were in the process of finalizing their medium-term plans. The process re-enforced the commitment of the political leaders to make nutrition one of the development priorities of these districts.
- The initial grassroots engagements of Project Implementing Partners (IPs) have strengthened partnerships at the district level between Project Implementing Partners and identified Community based organizations, thereby promoting synergies and cooperation among CSA members at the grassroots level to sustain nutrition advocacy efforts in the various districts. More recently, the Technical Team and the Implementing Partners are using the ongoing field missions to assess the relevance and impact of nutrition projects in the beneficiary districts, including the Ghana Government resources allocated to such projects while raising issues regarding the prioritization of nutrition in the district plans ahead of the 2020 budget planning period.
- The CSA has selected 20 Nutrition Champions who are ready to be trained to support nutrition advocacy actions in the districts. This initiative shall help sustain grassroots nutrition advocacy at the sub national level even after the completion of the project.
- Meetings were also held with some private sector players in a bid to support the formation of the Business Network for SUN in Ghana. Some meetings were held with Samba Foods and Aspire Foods Ghana Limited in May 2019.



Figure 9 Nutrition Dialogue Group – Ghana, September 2018

Outcome 2: Financial Resourcing

The budget tracking and analysis report that has been shared with CSA members and stakeholders shall equip the Ghana SUN CSA with an evidence-based budget advocacy tool to help in the process of influencing government to make adequate budgetary provisions for nutrition sectors in subsequent national budgets.

The CSA of Ghana has also organized a stakeholder's dialogue for nutrition financing on 21 November 2018. It has enabled stakeholders to recognize and understand the position of Ghana CSA that nutrition financing in Ghana is still low and there is the urgent need for concerted effort to influence Government through sustained advocacy to prioritize nutrition in the subsequent national budgets.

Outcome 3: Effective Implementation and Accountability

The CSA has developed project newsletters and brochures. Their dissemination has ensured transparency, accountability, and project visibility in the first three months of project implementation. The organization of the project inception meeting helped in tapping into the views of stakeholders which shaped the project implementation and design and its accountability from the onset. It also provided an avenue to showcase the project to the media for public attention.

The Hunger Alliance of Ghana's Technical Team and the Project Implementing Partners continued with the monitoring visits to project districts in the period under review. The team interacted with relevant stakeholders and sub-national policy makers including District Chief Executives, District Planning Officers, District Budget Officers and Nutrition Champions. The field missions are assessing the impact made by the project so far and also looking at ways to sustain gains made by developing partnerships with Community Based Organizations (CBOs) to serve as allies for sustainability. Raising issues regarding the prioritization of nutrition in the district plans ahead of the 2020 budget planning period also remains on the agenda.

Chad

Outcome 1: SMART planning and legislation

During this reporting period, the Alliance Sahelienne de Recherches Appliquées pour le Développement Durable (ASRADD) fully completed a multisectoral mapping exercise. Now, all the organizations involved in the field of nutritional security are identified and informed about the establishment of SUN Movement platforms in Chad.

Most recently, the parliamentary network made an awareness caravan in 3 provinces (Mayo-Kebbi, Lake Chad and Hadjer-Lamis). The provincial provinces of Batha and Salamat received hygiene and food poisoning training and will complement the work of the parliamentary awareness caravans.

Outcome 2: Financial Resourcing

Advocacy tools have been created and disseminated. This result is 100% achieved. The Grantee is has also used its Nutrition Champion network to collect and develop a grievances book that could inform the advocacy training.

Outcome 3: Effective implementation and Accountability

Thanks to this fund that there was the creation of the Chadian CSA and extending actions into six new provinces with the involvement of all stakeholders in these provinces in multisectoral dialogue. It is doing so through the help of advocacy caravans in 6 regions. This project enabled the establishment of the SUN Chad Civil Society Alliance and to identify active CSOs capable of engaging in the fight against undernutrition in Chad in the six provinces. Thanks to this project, community radio journalists and community radio presenters from the six provinces received training on nutritional safety, something that has never been done in Chad. In addition to this, a large-scale debate conference was organized and moderated by two professors from the Faculty of Medicine of the University of N'Djamena. The networking of CSOs is a new initiative. Many CSOs did not know about the existence of the various networks in Chad and what they have to offer. The Grantee then installed 2 nutrition focal points in the province of Batha and the province of Moya-Kebbi-EST in conjunction with the platform CTPNA (Standing Technical Committee for Nutrition and Food), which will expand the network.

The Grantee was also able to host a scientific day in the form of conference debate with the network of scientists at the University of N'Djamena at the Faculty of Medicine. Additionally, the project has strengthened the knowledge and involvement of 35 journalists and community and central radio presenters in the 6 provinces of Chad.

Mali

Outcome 1: SMART planning and legislation

The Centre Sahélien de Prestation, d'Etudes, d'Ecodéveloppement et de Démocratie Appliquée (CSPEEDA) has identified parliamentarians and provision of support to raise awareness and provide strategies for improving nutritional status in their constituencies. Specifically, they have hosted 4 hearings and working sessions with elected officials (parliamentarians and local elected representatives) and secured the agreement-in-principle and commitment of 15 nutrition champions. CSPEEDA has established a consultation framework between donors and SUN-OSC to strengthen the nutritional status in Mali.

CSPEEDA has secured agreement-in-principle and commitment of 17 parliamentarians in various commissions of the National Assembly as well as 10 municipal elected representatives of the Association of Municipalities of Mali (AMM). They have been educated on their role and responsibility to reinforce status improvement strategies in their respective constituencies and have signaled their commitment by signing a protocol.

Outcome 2: Financial Resourcing

CSPEEDA has conducted a budget analysis and advocacy at the national and / or sub-national level to identify ongoing nutrition expenditures, bottlenecks, funding gaps and possible sources of funding.

Outcome 3: Effective implementation and Accountability

In this reporting period, CSPEEDA has established a framework for consultation and exchange between the donor network and SUN-CSO on the one hand, and between the SUN-CSO and the Canadian Embassy on the other. They have also been able to generate community interest in mobilizing local resources for nutrition funding at the community level.

Benin*



Figure 10 Press meeting – Benin, January 2019

Outcome 1: SMART Planning & Legislation

Alliance de la Société Civile pour l'Intensification de la Nutrition au Bénin (ASCINB) is now actively involved in the activities of the National Food Council (CAN) and all decision-making bodies on nutrition issues in Benin. In November 2018, several members of the Alliance participated in the national workshop to validate the diagnostic report and guidelines for the development of the national nutrition policy in Benin. At the conclusion of the work, the ASCINB Coordinator and another member were selected to be part of a small group whose mandate is to support the consultants in finalizing the documents. This will allow the latter to monitor relevant positions and conduct analysis.

In addition, a strategic partnership has been initiated with CARE International Benin - Togo for more synergy in projects and programs in the field of nutrition. At the sub-national level, the departmental relays and the municipal focal points have adopted the theory of change developed within the framework of the CSA (SEIN-BENIN) and must reinforce their actions in the field during the 1st quarter of 2019 since they will have been trained on budget advocacy and resource mobilization for nutrition at centralized and decentralized levels.

Outcome 2: Financial Resourcing

The SEIN-BENIN project allowed:

- Private sector representatives to identify, in collaboration with mayors, prefects, public administration agents and local authorities, private investment opportunities for improving nutrition in project communes.
- To introduce members of the Civil Society Alliance for Scaling Up Nutrition in Benin (ASCINB) to budget analysis.
- The commitment of the Communal Elects to form strategic partners alongside the ASCINB for advocacy for the creation by the Government of Benin through the CONAFIL (National Commission of Local Finance) specific window entitled FADEC -Nutrition within the framework of the Common Development Support Fund (FADeC) to strengthen the existing FADeC-Agriculture.

In April and May 2019, ASCINB continued implementing the budget analysis and collecting data.

Outcome 3: Effective Implementation and Accountability

The SEIN-BENIN project allowed the mayors of the 6 project-focused communes (including 3 in the South and 3 in the North), to take part in writing the commitment to assign a specific line to nutrition in the budgets of 2019 and to allocate these resources effectively.

The Prefects (those with the authority of guardianship of the communes) provided written commitment to integrate the 2019 communal budgets with nutrition line items and to check on the efficient use of those budget resources in the fight against malnutrition.

Finally, in April and May 2019, ASCINB elaborated on their own capacity as the CSA Chair. They selected a consultant for the formalization and the elaboration of the organization's statutes and regulations and selected two consultants that will develop the ASCINB Strategic Plan. The plan will help them communicate and mobilize resources.

SEIN-BENIN participated in the work led by the SP CAN (Permanent Secretary of the Food and Nutrition Council) on the development of the orientations and strategic axes of the national policy of food and nutrition. This work took place from 14 to 18 May 23 May and 27 May, 2019

Cameroon*

Outcome 1: SMART Planning & Legislation

Helen Keller International and the CSA of Cameroon have conducted a mapping exercise of 47 local Civil Society Organizations (CSOs) involved in the fight against malnutrition. Of these, 33 participated in capacity building workshops for CSOs. This was 18 more than the target set in the project. At the end of this capacity building workshops, there was an improvement in their understanding of the topics covered.

Outcome 3: Effective Implementation and Accountability

As a result of the capacity building, 33 local CSOs committed to participate in the civil society platform movement and thereby share the progress of their field activities. This will increase their accountability and contribute to a better coordination of the activities of all the actors of the platform.

In May 2019, the project was marked by the validation workshop of the various tools (data collection, gap identification sheet, and advocacy for the strengthening of the data collection system, and the checklist for nutrition and gender). These different tools were disseminated to all members of the Cameroon civil society platform. Helen Keller International also discussed the partnership with FAO and MINADER to strengthen the capacity of primary and secondary school teachers on the involvement of local elected representatives and CSOs in the promotion of nutrition and nutrition-sensitive interventions.

At the grassroots level, the CSA realized the effective involvement of local elected representatives in the fight against malnutrition in the East Cameroon region. This is the result of the capacity building workshop and advocacy for nutrition among these local elected officials in January 2019, organized by the civil society platform. To this end,

the local elected officials of Nguemendouka commune allocated a budget of just over 7 million for activities and interventions related to nutrition in their commune. The CSA platform members, attended a “training of trainers” for the monitoring and implementation of the pilot project “green classes” in some schools of the Eastern region. The “green classes” project aims to promote innovative and playful nutrition education and eventually to establish school gardens in collaborative promotion with local officials

12.2 New Civil Society Alliances

Namibia

Outcome 1: SMART Planning & Legislation

The Office of the Prime Minister (OPM) is steering the process of establishing and developing the policies listed below. With support from consultants contracted by UNICEF, the OPM and its partners finalized the draft council structure and policy.

- a) *Food and Nutrition Security Council (FNCS);*
- b) *Food and Nutrition Security Policy (FNPS), 2018-2028; and*
- c) *National Multi-Sectoral Nutrition Plan (NMNAP), 2018-2023*

Synergos Namibia Trust participated in the development process of all three documents (e.g. in the validation workshop held in Windhoek on 2-4 October 2018, and through engaging the Office of the Prime Minister, the importance of establishing a Civil Society Alliance has been understood and project’s support in identifying relevant CSOs and establishing such platform (among other project activities) is welcome.

During this reporting period, Synergos has finalised the way forward to establish Namibian CSA, including its advocacy strategy. The discussions involved UNICEF, OPM and NAFIN leadership.

Outcome 3: Effective Implementation and Accountability

The project in collaboration with the Office of the Prime Minister (in charge of food and nutrition security coordination in Namibia) is in ongoing discussions how best to build up and integrate CSA (as well as private sector and academics) into the soon-to-be approved and established structures, policies and development of plans.

In March 2019, the Grantee hosted a joint workshop with faith-based leaders and health professionals in Omaheke, that will serve as a pilot for future workshops with media representatives, parliamentarians and Civil Society Organisations. They have produced the first video and audio advocacy materials and are planning a learning exchange visit in Zambia in the coming months.

Papua New Guinea*

The Pooled Fund Grant has played a catalytic role in activating the SUN Movement in-country. Papua New Guinea now has an established CSA and, as of February 2019, the government of Papua New Guinea has designated a SUN Government Focal Point for the very first time.

Outcome 1: SMART Planning & Legislation

The project, with active collaboration and leadership from the National Department of Planning and Monitoring, held one consultative meeting that resulted in a concrete plan to review and finalize the National Nutrition Strategic Action Plan scheduled for May 7 & 8, 2019. The meeting was attended by Civil Society Organizations mobilized through the Project (Save the Children and World Vision attended on behalf of the Civil Society Alliance), the World Bank, UNICEF, National Departments of Planning and Monitoring and the Department of Health. During the meeting key responsibilities were shared for the conduct of the Nutrition Strategic Action Plan review process which included technical and financial support. The CSA provided Technical Support (drafting the terms of reference for the review, guiding the planning process and leading the review to include concerns gathered from other CSA members) while the National Department of Planning provided financial support to the hosting of the event. The CSA also supported the World Bank to collect stories for a documentary on Human Capital Development. This ongoing collaboration is a good sign on how CSA can influence and promote actions, lead collaborative interventions and equally benefit from the leadership and expertise of other stakeholders.

With efforts from the project, two CSOs, UNICEF, World Bank, and three Multi Sectoral government (Health, Education and Planning Departments) agencies were mobilized to review the national Nutrition Strategic Action plan for PNG. The national Department of Planning funded the initiative as a sign of taking lead and owning the project for sustainability. For two days, the NNAP and the costed plan was reviewed. In attendance were 5 females and 6 males. The CSA representatives use the records from the 2018 budget analysis and information gather from provinces and CSA meetings to make inputs into the National Nutrition Strategic Action Plan.

Outcome 2: Financial Resourcing

During this reporting period, CSA has advanced discussions with the World Bank for the Budget Analysis.

Outcome 3: Effective Implementation and Accountability

Finally, the CSA recently met and agreed on expanding the CSA membership; a process that will be led by ChildFund International.

Additionally, as part of mobilizing subnational CSAs, several consultative meetings were conducted from May 26-June 1st, 2019 with organizations and provincial authorities in two provinces leading to an agreed collaboration and strategic linkages for the setup of provincial CSAs and Nutrition Committees. Further discussions were held to standardize nutrition training, nutrition intervention processes and exchange of human resources (technical teams) amongst organizations. The project team continue to hold CSA meetings at national level. On May 24, the project team attended a User Advisory Committee Meeting on the 2016 Demographic & Health Survey. This survey has also highlighted data on nutrition which keeps PNG at 43% malnutrition rate.



Figure 11 Western Highlands District and Provincial Authorities, March 2019

Somalia (PASOS & ANPPCAN)

Outcome 1: SMART Planning & Legislation

During the reporting period, African Network for the Prevention & Protection against Child Abuse & Neglect (ANPPCAN) shared findings from the Mapping exercise of CSOs in nutrition with relevant stakeholders. Their feedbacks were taken into consideration. They also created a database for the CSA. Funds from the offered financial support to mobilise civil society support the implementation stages of the SUN CSA. Activities funded include personnel, mapping and survey exercise, governance structure development, validation meeting, promotional materials, building the CSA website and the launching event. Executive Committee Meeting was merged with the SUN Task Force Meeting on 16th April as way to co-ordinate efforts of the civil society network with the SUN Champion Office and for civil society members to have input to the multi-stakeholder platform establishment.

The Peace Action Society Organization for Somalia (PASOS) lays the foundation for their new CSA by holding meetings with the Somalia SUN Government Focal Point, and with the consultant and a local partner to ensure that the planning is efficient so that implementation process is easier and effective.

Outcome 2: Financial Resourcing

Less progress has been made on efforts to track funding and information on investment as multi-stakeholder nutrition platform and common results framework are not in place as of yet.

Outcome 3: Effective Implementation and Accountability

PASOS started with the launch the project in the capital of Somalia, Mogadishu, Banadir region and also had a roundtable meeting with the partners, women groups and other stakeholders in Beletweyne, Hiraan region; Luuq, Gedo region; and Johar in Middle Shabelle region. Their local implementing partner carried out the project in Gedo and Johar in Middle Shabelle.

During the reporting period, a number of activities were undertaken towards ensuring that the CSA was established and strengthened. These activities included the establishment and strengthening of the Executive Committee (EC) with currently 10 members. The CSA's EC continues working closely together towards ensuring that their operations are in line with the SUN Movement principles and Civil Society Network (CSN) guidelines with regard to inclusivity and transparency. The CSA will be engaging and working closely with the SUN Secretariat. During the reporting period, the CSA also finalized and validated their Constitution which was endorsed by their members at the General Members' meeting conducting by the hosting organization (ANPPCAN). Coordination mechanisms/governance structures were instituted. Mapping of the CSOs at the national level was finalized in close collaboration with the Ministry of Health and Development (MoHD). The Executive Committee have identified 6 priority areas within the region based on stunting levels, geographical disparities in terms of arid, semi- arid, high potential areas, urban and rural contexts as well CSO presence to steer the process.

During the reporting period, the CSA has engaged with the SUN Champion Office at the General Members meeting and Technical Committee meetings. Engagement with relevant government line ministries will be coordinated with the government SUN focal point.

The CSA now has an online platform for members to network and share information with the SUN Movement through production and dissemination of regular blog updates and articles, semi-annual SUN CSA e-bulletin and newsletter. The Civil Society Network has now agreed on its governance arrangements, following a broad

consultation. A network chairperson, who is supported by a 10 person steering group, has been appointed. The network is yet to develop strategy that focuses on improving alignment around national nutrition plans, advocacy, supporting accountability mechanisms and tracking commitments.


Sudan (ADD & TOD)

Outcome 1: SMART Planning & Legislation

Addition for Disasters assistance and Development (ADD) has been organizing meetings with grassroots and community organisations at the local level. With the help of a partner, ADD was assigned a consultant to develop the training modules. They have conducted nutrition trainings for local and grassroots organisations to increase their capacity on nutritional issues along with support missions from their main office to the White Nile and Blue Nile states.

The Talawiet Organization for Development's (TOD) project is delayed to in-country banking restrictions and the recipient's bank releasing payment in local currency. The problem is being resolved by UNOPS.

ADD and TOD began their projects by confirming their support for the CSA of Sudan and its Chair by committing to their partnered activities in a Memorandum of Understanding. ADD continues to support hosting and participating in SUN CSA planning and review meetings at national level. They conducted a consultation workshop for the CSA at national level.



"BEING THE MONITORING AND EVALUATION OFFICER FOR THE PROJECT, THE SUPPORT PROVIDED BY THE UNOPS MADE ME MORE CONFIDENT. IT REINFORCED MY UNDERSTANDING OF WHAT I HAVE BEEN DOING SO FAR IN PREVIOUS AND PRESENT PROJECTS IMPLEMENTED BY CIVIL SOCIETY SCALING UP NUTRITION IN NIGERIA (CS-SUNN) AND PROVIDES SIMPLE AND RELIABLE WAYS OF MEASURING PROGRESS TOWARDS ACHIEVING THE GOALS OF THE PROJECT. UNOPS HAS PROVIDED A SYSTEM THAT IS CLEAR AND CONCISE WITH RELEVANT INFORMATION THAT SUPPORTS THE GOALS OF PROJECT MANAGEMENT."

JAYNE ARINZE-EGEMONYE (MS)
SENIOR M & E OFFICER, CIVIL SOCIETY SCALING UP NUTRITION IN NIGERIA (CS-SUNN)

13 2019 Project Summaries

The following country summaries outline the aims of each 2019 Pooled Fund grant recipient. This cohort of recipients were onboarded in April/May 2019 and are beginning their respective projects. Preliminary results for each project will be detailed in subsequent reports.

Afghanistan

In partnership with Afghanistan Human Rights Organization (AHRO) and Action for Development (AfD) plan to bring together a wide-ranging number of CSOs engaged in nutrition-sensitive and nutrition-specific activities to strengthen the fledgling Afghanistan SUN Civil Society Alliance which came into existence in July 2018. Once fully formed, this CSA will work to ensure that Civil Society efforts to tackle malnutrition are aligned with Afghanistan's national plans, such as those outlined in the Afghanistan Food Security and Nutrition Agenda (AFSeN-A). In addition, it will advocate for a sustained focus on nutritional outcomes in national policies and programmes and ensure that these policies and programs are in line with WHA and SDG targets.

Burkina Faso

Burkina Faso's SUN network of the civil society for nutrition (RESONUT) plans to implement this project in consortium with the NGO Action Against Hunger (President of RESONUT Executive Office), in support of Advocacy and Communication actions of Burkina Faso. The CAP project (Change - Act - Progress for Burkina Faso free of malnutrition) aims to:

- Establish a Champions of Nutrition Club, while strengthening its capacity to carry out concrete advocacy actions for strengthening nutrition, in harmony with other key actors at the national level;
- Strengthen the capacity of its members (regional focal points, dedicated team, editorial team of the website, and other members) and local media for specific advocacy and communication actions (grassroots advocacy, information articles / sensitization), in support of the decentralization process of RESONUT.

Cambodia

The Scaling Up Nutrition Civil Society Alliance Cambodia (SUN CSA Cambodia), currently chaired by Helen Keller International Cambodia (HKI), plans to assist the Royal Government of Cambodia in implementing the National Strategy for Food Security and Nutrition (NSFSN) 2019-2023 at the national and sub-national level. Building on the SUN CSA Cambodia's active involvement and influence in developing the current NSFSN 2019-2023, HKI is in a prime position to represent the greater civil society and leverage the combined influence of the SUN CSA Cambodia to increase multi-stakeholder and multi-sector commitments and build their capacities to ensure effective implementation of the NSFSN 2019-2023. During the course of this project funding period, HKI will build on the gains that have already been achieved, institutionalizing and disseminating the SUN CSA's efforts through advocacy, capacity-building, sharing learning, and engaging with the regional and global nutrition community.

Côte d'Ivoire

The Ivorian Civil Society Committed to Nutrition (SCIEN) with the support of Action Against Hunger plans through this project to contribute to improving the nutritional status of populations in Côte d'Ivoire through an active participation in the long-term operationalization of the National Multisectoral Nutrition Plan (PNMN) and Regional Nutrition Plans, in particular for the North region in close collaboration with the various stakeholders. In addition, SCIEN intends to participate in the traceability study of nutrition expenditures and identification of funding gaps to participate in joint resource mobilization efforts for the financing of national and regional nutrition plans. Its added value lies in its decentralized representation, its knowledge of the cultural and socio-anthropological aspects that guide the behaviour of communities and its strong community roots. It will work on sustainable behavioural changes and will bring the voices of communities to the regional nutrition committees and decision-making bodies at central level for successful implementation of national nutrition plans.

Ethiopia

Save the Children, leading the Ethiopian Civil Society Coalition for Scaling Up Nutrition, plans to enhance the ECSC-SUN engagement and initiate a process of supporting nutrition sensitive and specific sectors of the regional governments to create a more conducive environment for nutrition. The Coalition with this proposed project, envisages to achieve this goal through a domestication process of food and nutrition policy, configuring the national policy to a more region-specific situation and supporting the regions in developing their nutrition plan through ECSC-

SUN members that could lead the advocacy at the regional level to inform nutrition planning and budgeting and incorporating recommendations of the national food and nutrition policy and its associated strategies.

Republic of Guinea

CNOSCG is planning, within the framework of this project, to build the capacities of Civil Society Organizations (CSOs) to allow a better participation of these entities in the dissemination of the new nutrition plan, the mobilization of resources, the implementation of different commitment to nutrition by making a clear contribution to reducing malnutrition at sub-national levels in Guinea. More specifically, the project will: 1) identify and train CSOs to participate in the whole process (planning, resource mobilization, implementation) of the national nutrition plan and advocate for nutrition 2) Strengthen the capacity of membership of local CSOs in the SUN Civil Society platform and in the mobilization of resources and better consideration of Nutrition in their respective activities 3) identify and empower local elected representatives, champions and women's groups to advocate in Nutrition and to promote good practices in their communities 4) accelerate the implementation of the national nutrition plan at all levels. This work will be done in collaboration with the NGO HKI (Helen Keller International), which will bring its technical expertise in the field of nutrition.

Indonesia

Nutrition International Indonesia will provide support to the SUN Secretariat to strengthen the SUN CSA and to ensure that the platform is able to play a key role in increasing the effectiveness and impact of national efforts for ending all forms of malnutrition, with a strategic focus on stunting prevention and reduction.

Kenya

Nutrition International (NI) Kenya (formerly known as Micronutrient Initiative Kenya), will work with the SUN CSA secretariat to facilitate financial and technical support from the SUN CSA in developing the Kenya Nutrition Action Plan (KNAP) 2019-2022. The KNAP will include a common results measurement and accountability framework for all actions across sectors. In addition, NI will coordinate technical support to development of at least 20 costed multi-stakeholder, multi-sectoral sub-national (County) nutrition action plans (CNAPS). NI will facilitate international and domestic resource mobilisation to fully finance nutrition plans. Sub-national level capacities will be enhanced in tracking and advocating for prioritisation and policy formulation in this regard.

Madagascar

Action Against Hunger plans to strengthen the organizational capacity of the Harmonization des Initiatives en Nutrition et sécurité Alimentaire (HINA) platform by ensuring the effective decentralization of the platform in the other twelve regions of Madagascar that are not yet covered, by also strengthening the capacity of existing regional focal points and providing a resource mobilization strategy for HINA to empower the platform.

Action Against Hunger plans to technically support the HINA platform so that it has the necessary capacity to contribute to the mobilization of international and national resources through innovative sources of financing such as Power of Nutrition, the GFF to finance the implementation the third phase of the National Nutrition Action Plan (PNAN III). This support will strengthen HINA's participation in national initiatives to support governments and local partners to fulfil their respective commitments.

Action Against Hunger plans to support the HINA platform in carrying out advocacy actions by mobilizing the network of champions, parliamentarians, other platforms of the SUN movement to implement its commitment to nutrition and make a clear contribution to reduce malnutrition at the national level

Malawi

Civil Society Organisations Nutrition Alliance CSONA being the leading civil society alliance on nutrition in Malawi will use this project to enhance the participation of its members to pursue a common nutrition agenda through participation in the various multi stakeholder platforms for nutrition.

Mozambique

Helen Keller International will work with SUN Civil Society Organization platforms in Ampulla, Tate and Inhame provinces to provide support for implementation plans recently developed. HKI in partnership with SUN/CSA platform and European Union grant provided technical support to the SUN platforms to develop operational plans in 2018. The purposes of the implementation plans are (1) to ensure that nutrition is on the agenda at district and provincial levels and (2) to put into practice effective coordination of nutrition-related activities.

Nepal

The South Asia Infant Feeding Research Network- Nepal (SAIFRN-Nepal), which falls under the SUN CSA network and operates with close guidance of CSA-Executive Committee, plans to reinforce capabilities and promote engagement of multi-stakeholders (CSOs) in implementation of Multi-sectoral Nutrition Plan in Nepal. The project aims to strengthen capacities of local CSOs and local governments in the formulation of local context-specific nutrition plan and activities and, its' effective delivery to target population. The project will also support the local CSOs and local governments in carrying out effective monitoring and supportive supervision to ensure the quality return of the local government's investment in nutrition contributing Multi-sectoral Nutrition Plan- II.

Niger

Collectif TUN (Tous Unis pour la Nutrition) through its regional branches aims to guarantee the decentralization of the National Policy of Nutritional Security in the two regions with the highest prevalence of malnutrition. This will involve working on planning, budgeting and implementing regional plans. This will be achieved in particular through the mobilization of local CSOs, in line with the current dynamics of the sector.

Pakistan

Nutrition International (NI), in partnership with SUN Secretariat Pakistan, will consolidate the advocacy gains achieved by SUNCSA for addressing nutrition challenge in Pakistan. Through this grant NI will build capacity of Civil Society Organizations and key stakeholders to achieve the following:

- To work with parliamentarians to establish a Nutrition Parliamentary Forum to prioritize the national nutrition agenda
- To ensure effective implementation of multi-sectoral nutrition strategies and complement efforts of government.

Perú

CARE Peru, on behalf of the Initiative against child malnutrition (IDI), will facilitate the accomplishment of political commitments to reduce chronic child malnutrition and anaemia together with regional government authorities. The project will focus on advocacy in nutrition, technical assistance and capacity building of youth organizations, previously identified during the Regional Coordination activities. CARE Peru will help these youth organizations to design, implement and monitor plans to reduce and control chronic child malnutrition and anaemia at the local and regional level.

Philippines

The International Institute of Rural Reconstruction (IIRR), through the SUN Civil Society Alliance Philippines, will work in partnership with the National Nutrition Council, to contribute to the achievement of the country's nutrition goals as expressed in the Philippine Plan of Action for Nutrition 2017-2022. In particular, the project will direct its attention to national nutrition-sensitive programming which has been deemed in need of support as it falls behind its intended outcomes. IIRR will create enabling mechanisms for convergence and direct actions and will provide capacity strengthening support to national and local government agencies and to the CSA through learning-sharing platforms.

Tanzania

The Partnership for Nutrition in Tanzania (PANITA) is a Civil Society Alliance comprised of over 300 local and international CSOs. It is dedicated to building political and public-will, commitment, and support to end malnutrition in Tanzania. PANITA will influence national plans to promote the minimum budget allocations for nutrition; focusing on increased locally available funds; in coordination with parliamentarians nutrition champions to increase their involvement in nutrition, and advocate for increased resources for the sector

Zambia

Civil Society Scaling Up Nutrition-Zambia (CSO SUN) will work to strengthen participation by in-country, non-state stakeholders and parliamentarians in national multi-stakeholder platforms. CSO-SUN will carry out targeted advocacy to promote scale up of nutrition programming, focused on three key areas: 1) Increased financing to nutrition, 2) expanded public awareness about nutrition, and 3) enhanced participation of civil society organisations in the CSA, in particular grassroots organisations.

Zimbabwe

Zimbabwe Civil Society Organisations Scaling Up Nutrition Alliance (ZCSOSUNA) with support from Scaling Up Nutrition Research and Academia Platform (SUNRAP), and the Media will strengthen multi-sectoral governance and accountability for nutrition at both national and sub national levels in Zimbabwe.

14 Project Risks

14.1 Internal

One of the primary, internal risks of the Pooled Fund was the low organizational capacity of many grant recipients. This risk is higher for recipients of the Cycle I grants than those of Cycle II. A possible explanation is that many, higher capacity grant recipients were already benefitting from Nutrition Advocacy Funding (NAF) when the Pooled Fund grant program was launched. This made them ineligible for Cycle I call for proposals.

The low-capacity grant recipients tend to be national civil society organizations representing their Civil Society Alliance. They commonly experienced issues with recruitment and compliant financial reporting. As such, the low-capacity grantees have generally experienced both low-absorption rates and delays in payment approval. The delays in payment approval further delayed activity implementation. UNOPS is mitigating these risks by running webinars M&E and grant management webinars for all recipients at the start of their project, providing one-on-one monitoring support, and by notifying the Civil Society Network and SUN Movement Secretariat technical assistance requests from grant recipients.

There 4 countries with a total of 6 grant recipients that were establishing or consolidating a newly formed SUN Civil Society Alliance. With one exception, these grant recipients tended to be low-capacity, national CSOs working in very difficult environments. Finalizing the Grant Support Agreements and fund transfers to the six grantees took longer period mainly due to negotiations and banking procedures. These countries started project activities from mid-October or early November 2018. They also needed consultation from the Civil Society Network on how to best formulate a new CSA. UNOPS risks a delayed implementation period with limited achievements at the national level while these grant recipients develop their cohesion and political relationships.

14.2 External

Civil society organizations and alliances are often faced with difficult working environments. Several grant recipient countries have undergone revolution, mass terror attacks, natural disasters, or temporary, government-imposed cessation of their activities. These external risks were monitored in close coordination with the grant recipient. In these cases, the external risks were resolved over time. In several countries, the grant recipients decided to focus on sub-national advocacy rather than at the national, or federal level. Nevertheless, this risks delayed activities while the hazard was mitigated. In some circumstances, the hazard redirected parliamentarian's focus on nutrition planning and may have reduced the short-term impact of the grant recipient's advocacy efforts.

Grant recipients have also reported difficulties engaging government actors due to their unavailability and other competing priorities, particularly post-election. However, they have also reported that elections can be a good opportunity to advocate for nutrition-centered policies.

Many of the activities selected from the Pooled Fund Results Framework required technical staff with specialities in areas such as budget tracking and behavioural change campaigns. Many grant recipients had difficulties recruiting staff or identifying partners for these activities. Others found that their SUN Country lacked the information or blocked access to budgetary data, particularly at the subnational level. This implied delays or modifications to activities without the appropriate technical assistance and/or political access.

15 Sustainability

The SUN Movement Pooled Fund provides support to activities that are catalytic: those which spur other interested parties to take actions or contribute to the continuation of the project after Pooled Fund resources expire. These activities should be innovative and spark an organisation's interest in working together on nutrition interventions that previously did not exist, or are new to a particular geographic area or group. Fundraising efforts are another type of activity that supports the Alliance and its activities after the grant funds expire. For the SUN Movement, sustainability is defined in two different but interrelated ways:

- 1) Sustainability is defined as the durability of project activities, such as nutrition-budget tracking, advocacy for nutrition-related issues during election cycles, public awareness campaigns, and various activities that deliver on goals outlined in national nutrition plans.
- 2) Sustainability in the Pooled Fund grants project is also defined as the durability of SUN Civil Society Alliances, exemplified by their continued financial capacity, stable membership, regular meetings with the multisectoral platform, and regular meetings among their own, grassroots networks.

Achieving and sustaining the project activities leads to, amongst other things, the sustainability of SUN CSAs. Conversely, cohesiveness and collaboration between civil society organisations means more successful advocacy, reduces the duplication of efforts, and supports inclusive solutions to local challenges.

The sustainability of a SUN Civil Society Alliance (CSA) will depend significantly upon the specific context in which the CSA sits, whilst also varying with their length of establishment.

However, there are 3 key dimensions that can contribute to a SUN CSA becoming sustainable as a more viable, independent, and over time a self-financing entity. These will contribute to driving lasting progress. The 3 dimensions are:

- 1) **Financial Viability:** The objective is for all CSAs to reach a level of financial stability, to minimize financial vulnerability and promote continuity in their activities.
- 2) **Organisational & Governance Capacity:** The objective is to ensure all CSAs are able to secure adequate human resource capacity, technical capacity and resources, institutional capacity, and administrative and governance structures to implement their strategies, address challenges, and be more accountable towards their efforts.
- 3) **Operational and Advocacy Capacity:** To maximize impact on malnutrition reduction through more efficient and effective efforts, accountability and learning through a robust MEAL system, and active contribution to national and sub-national Multi-stakeholder platforms.

By their very nature, sustainability criteria must be evaluated several years after the project ends. As such, the sustainability of the Pooled Fund project is considered in the early stages of project design and grant selection. Each grantee is encouraged to develop a sustainability or fundraising strategy and plan, if they do not have these tools already in place. They may use grant funds to support this activity and the Civil Society Network is available to provide technical assistance to grant recipients in this process. The sustainability of newly formed CSA's from both Cycle I and Cycle II cohorts will be closely monitored throughout the entire Pooled Fund project with preliminary analysis included in the June 2020 report.

16 Next Steps: Window II

Since additional funding has come available, the SUN Movement Pooled Fund has the opportunity to expand support to support both tested and innovative approaches for learning and experience exchange. Funding Window II is focused on “Increased effective sharing and learning opportunities within the SUN Movement to reinforce in-country capabilities of all SUN Countries.”

The SUN Movement Pooled Fund Window II will support the SUN Movement’s commitment to peer-to-peer learning by supporting lesson and experience sharing between member countries and by enabling access by in-country actors to expertise intended to enhance in-country capabilities.

This funding window will support both tested and innovative approaches for learning and experience exchange, including peer-to-peer learning, trainings combining face-to-face and distance learning, and coaching. To ensure the most effective use of the funds, special consideration will be given to all those capacity strengthening initiatives that could benefit the Movement at large.

The SUN Movement Pooled Fund collected recommendations from the Consultative Group Calls on 22 November 2018 and 17 January 2019. During these calls, members of the Consultative Group discussed how to best use the residual balance of funds in the Pooled Fund for Window II and recommended a focus on strengthening Multi-Stakeholder Platforms and collaboration across key areas, via sharing and learning, to increase impact especially at sub-national level. This approach was endorsed as well by the SUN Movement Executive Committee at their retreat at the end of January 2019.

On 3 May 2019, SUN Movement Secretariat and UNOPS held a meeting to take stock of the progress and challenges of the SUN Movement Pooled Fund, its management and the way forward. The meeting resulted in a series of proposals for discussion and decision-making by the Consultative Group. They decided on the following funding themes for the scope of Window II support:

[MANDATORY] Theme 1: Improvement to Maternal and Child Health and Nutrition through multi-sectoral nutrition interventions (Proposals should dedicate 50-70% of budget to this theme.)

Supporting SUN countries in implementation of nutrition activities both specific and sensitive that contribute to the improvement of maternal and child health and nutrition. This theme encourages activities at a localized or decentralized level.

Applicants may choose two or more nutrition sensitive and/or specific interventions suggested below, which are prioritized in the country’s national/sub-national multi-sectoral nutrition plans and are relevant to the targeted sub-national regions/districts:

- Support improvement in maternal and child dietary practices
- Support prevention of acute malnutrition in children
- Support adolescent and pregnant women to have iron-rich diets and access to health facilities
- Promotion of optimal breastfeeding practices
- Protection of recommended Infant and Young Child Feeding practices
- Prevention of nutrition-related diseases
- Promotion of water, sanitation and hygiene for good nutrition

[MANDATORY] Theme 2: Promote Ownership and Capacity Strengthening of Multi-Sector/Stakeholder Platform at decentralized level (Proposals should dedicate no more than 40% of budget to this theme.) Supporting both tested and innovative approaches for building and strengthening domestic capabilities. This can include:

- Establishment or operationalizing of SUN Networks (UN, Donor, Civil Society, and Business),
- Operationalization of Multi-Sector/Stakeholder Platforms mainly at sub-national level,
- Capacity building of nutrition champions,
- Multi-Sector/Stakeholder Platform membership management, mapping and functionality.

[OPTIONAL] Theme 3: Strengthening of Sharing & Learning (Proposals should dedicate no more than 10% of budget to this theme, if selected.)

Supporting activities focused on sharing and learning twinning between the members of the Multi-Stakeholder Platforms from different SUN Countries or from different districts/regions within the same SUN Country.

- Documentation of knowledge,
- Lessons learned and best practices,
- Twinning between the members of the Multi-Stakeholder Platforms from different SUN countries or from different districts/regions within the same SUN country,
- (In-country visits, country exchanges, joint field visits, learning routes, knowledge management, human interest stories, etc.).

The subsequent proposal for the 14-month implementation timeline, for 10 grants of up to USD 300,000 each was submitted to the Consultative Group for approval in silence procedure with the deadline of 31 May 2019. As a result of this procedure, the 1st Call for Proposals / Window II was launched ahead of the Consultative Group Call on 11 June 2019 on the [United Nation Global Marketplace](#). The Consultative Group also voted on 13 June 2019 to allow Window II grant applicants to develop their own Results Frameworks rather than attaching a common Results Framework to a future Project Agreement.

In conclusion, the recipients of the Window II Pooled Fund grants will submit proposals that encourage the strengthening of Multi-Stakeholder Platforms and improvement of their performance at national and *especially* at subnational level. The summaries of these projects, as well as their consolidated logframes, will be detailed in the subsequent annual report.

17 Project Evaluation: Strategic Review

According to the Pooled Fund Project Agreement, resources (in the range of USD 100,000) will be earmarked to cover the costs associated to the independent evaluation relating to the operations, management and impact of the SUN Movement Pooled Fund, planned to be conducted in early 2020. The evaluation would determine whether there is a need for a continuation of the Fund after 2020.

Following the decision of the Executive Committee of the SUN Movement at their retreat in January 2019 to commission a Strategic Review of the SUN Movement, the SUN Secretariat circulated the draft Terms of Reference for the Strategic Review 2019-2020 on 22 March 2019 for comment. As a result, the assessment of the current Pooled Fund Evaluation will not be a stand-alone exercise. Instead, the evaluation will be a part of the overall Strategic Review of the SUN Movement.

Building on the results of the recently completed Mid-Term Review (MTR), the Strategic Review will (a) identify major external trends that shape the landscape in which the SUN Movement should operate, (b) identify the SUN Movement's current and future key value-added, building on the Mid-Term Review, and (c) make recommendations on how the SUN Movement needs to change its vision, strategy, capabilities and structure to support countries to achieve better nutrition results on the ground, and enhance its value added in the emerging nutrition, health and food landscape. The Pooled Fund grants will be both a subject of evaluation as well as a vital source of information for the Strategic Review.

"THE PROGRESS REPORTING SYSTEM OF THE SUN MOVEMENT POOLED FUND IS PRECISE AND RESULTS-BASED. IT ALLOWS US A GREATER AMOUNT OF TIME TO DEDICATE ON THE QUALITY IMPLEMENTATION OF THE PLANNED ACTIVITIES REDUCING THE BURDEN OF ELABORATED FREQUENT REPORTS".

JOHN EDWARD AGUILAR CATIVO (MR)
M&E MANAGER, CALMA/ SUN MOVEMENT POOLED FUND GRANTEE, EL SALVADOR

Annexes – Examples from the Scale Up Nutrition Movement Pooled Fund Grants

SAMPLE – Field Monitoring Methodology

Objectives

The objectives of a Field Monitoring Visit under the SUN Movement Pooled Fund Project are as follows:

- Better understand issues, challenges and opportunities to be dealt by the Project, and offer/facilitate possible assistance from UNOPS side;
- Explore the big-picture results on the specific Pooled Fund Project outcomes likely to be achieved in the country within next 12 months and beyond; and how the project can contribute for the same;
- Check that an appropriate M&E system is in place and its effective implementation;
- Conduct programmatic spot checks.
- Meet with other stakeholders to validate partnerships and narrative reports.
- To review the work plan, the budget rationale and structure, the internal controls mechanisms, and other relevant fiduciary aspects when concerns arise.

Output

The main output of the mission will be de-brief to the SUN Movement Secretariat, for their understanding and triage.

Internal Stakeholders Consulted (Suggested List)

- SUN Civil Society Alliances (CSAs)
- Project Teams
 - HR, Financial, and M&E representatives
- Project site visits (at least one per country)
- Contractors/Sub-grant recipients

External Stakeholders Consulted (Suggested List)

- SUN Government Focal Point (his/her Offices)
- SUN - UN Network (UNICEF, WFP, WHO – where possible)
- Donor Convener (if available)
- SUN Biz Network
- Ministry of Health (mainly Policy Planning and Nutrition Departments)
- Ministry of Agriculture (mainly Policy Planning and Nutrition Departments)
- National Planning Commission

Upon conclusion of the monitoring visit:

Informal de-briefing meeting(s) with the grant recipient and other stakeholders as needed. During the de-briefing meeting, observations, initial main conclusions and recommendations will be shared with the counterparts.

Documents

In addition, the mission will need, if possible prior to the mission or in the course of the above mentioned meetings, to have access to basic information regarding the grant recipient's internal regulations, rules and procedures that will be applicable to the Pooled Fund project, including but not limited to:

-
- Official documents pertaining to the CSA, e.g. MOU's, membership lists, CSA or MSP meeting minutes.
 - Financial regulations and rules.
 - Narrative and financial reports of partners and sub-grant recipients, if any.
 - Recruitment procedures applicable and applied to the organization's staff, salary scales and staff regulation and rules as applicable.
 - Procurement rules applicable to procurement activities.
 - Policies applicable to travel and DSA.
 - Additional information on staffing structure, job descriptions and profiles of staff appointed or consultants hired.
 - M&E principles and procedures which are applicable to the proposed project
 - Anti-corruption policies and tools
 - Other documents that may be relevant or requested as the project progresses

SAMPLE – Field Monitoring Questionnaire (*Outcome tracking*)

SUN Civil Society Alliance (CSA)

- What is the functionality status of the SUN CSA at national and sub-national levels?
- How the SUN Movement Pooled Fund contributes to improve SUN CSA's functionality?

SUN Multi-stakeholders Platform (MSP)

- What is the functionality status of the SUN MSP at national and sub-national levels?
- How the SUN Movement Pooled Fund contributes to improve SUN MSP's functionality?

Multi-sectoral and Multi-stakeholder Nutrition

• Planning

1. How multiple stakeholders from different sectors come together to address all forms of malnutrition in the country?
2. What are the key issues to be addressed in this county on Multi-sectoral Nutrition Planning?
 - i. Inclusion of women, children and dis-advantaged groups
 - ii. Sub-notational plans
3. What are the key challenges in this county on Multi-sectoral Nutrition Planning?
4. How SUN Movement Pooled Fund contributes to address those issues and challenges?

• Budgeting

5. What are the key issues to be addressed in this county on Nutrition related budgeting?
 - i. Domestic resource mobilization
 - ii. Donors'/external resource mobilization
6. What are the key challenges in this county on Nutrition related budgeting?
7. How SUN Movement Pooled Fund contributes to address those issues and challenges?

• Implementation:

8. What are the key issues in this county on implementing Multi-sectoral Nutrition Plan?
 - i. Inclusion of women, children and dis-advantaged groups
 - ii. Sub-notational plans
9. What are the key challenges in this county on implementing Multi-sectoral Nutrition Plan?
10. How SUN Movement Pooled Fund contributes to address those issues and challenges?

• Monitoring

11. What are the key issues in this county on monitoring Multi-sectoral Nutrition Plan?
12. What are the key challenges in this county on monitoring Multi-sectoral Nutrition Plan?
13. How SUN Movement Pooled Fund contributes to address those issues and challenges?

Field Monitoring: Procedure for Financial Verifications

- Receive introduction/overview on the financial management system applied to the Pooled Fund by the grantee.
- Review the detail transaction list of the project.
- Randomly select – around two transactions under each category: personnel, procurement, travel and workshop.

-
- Review process and supporting documents including General ledgers, Purchase orders, Bids, Payments, etc.
 - Share overview observations during the mission debrief to the grantee and CSA.

SAMPLE - Examples of Financial Documentation for Non-profits

This is a general review of organization and grant-related financial management systems, policies, records, and documentation to help assess their adequacy and the grant recipient's compliance with grant provisions and federal requirements. The following documents, records, and information should be readily available for on-site or remote (desk) review and discussion. However, this will vary depending on the size of the organization.

Grant recipients are encouraged to use a checklist such as this to prepare for their financial reporting. UNOPS requests that grant recipients scan and attach only the documentation that supports the expenses stated in their interim and final financial reports. Other supporting documentation may be requested by UNOPS in follow-up.

General:

- Does the organization have an Organizational Chart that shows the placement of organizational units and staff members?
- Is there an up-to-date list of active board members/trustees?
- Are their job description(s) for board members/trustees, particularly as they pertain to financial oversight?
- Is there a policy of board member responsibilities?
- Are minutes with notes on voting decisions on files?

General Financial Management:

- What is the overall description of financial management/accounting system or software used? Is it paper-based, computerized, or mixed?
- Description of financial/fiscal management responsibilities – “Who does what?”
- Does the organization have a Finance Manual, or financial management Policies and Procedures dealing with such areas as:
 - o cash management including receipts, drawdown, disbursements & payments;
 - o grant expenditures and documentation;
 - o purchasing and procurement;
 - o time sheets, payroll,
 - o travel authorization,
 - o Check issuance or direct deposits; and bank statements?
- Are the most recent audited financial statements and report available? *If not, it is advisable to have a programmatic audit included in the amended grant budget for capacity development.*

Budget & Planning:

- Does the organization have one or more of the following budgets?
 - o Project budgets? (e.g. those relating to one activity or donor-funded project)
 - o Core costs (administration/overheads) budget
 - o Organization-wide budgets (i.e. consolidating all activities)?
 - o Cash budgets or cash flow forecast?
 - o Others? [specify]

Grant Accounts:

- For those without a separate grant bank account – does the chart of accounts show separate cost centers for fund accounting, and individual grant codes?
- For those with a separate grant bank account, are there bank statements that demonstrate separate accounts.

- Who has authority over this account?

Records & Reports for Grant Expenditures and Payments:

- Does the organization keep original (source) documentation for grant expense entries in the financial accounting system, examples include:
 - Payroll records (see below)
 - Procurement
 - Quotes for goods/services (normally 3)
 - Service contracts (if necessary)
 - Invoices
 - Receipts (multiple if paid in instalments)
 - Photos/certificates/or other proof of delivery
 - Travel
 - Airline/train tickets
 - Contract/receipt for drivers
 - Itemized hotel bill
 - Cancelled check/direct deposit of DSA.
 - Travel summary form (that shows purpose of travel, dates, # of meals included, etc.)
 - Activities
 - Attendance rosters
 - Photos
 - News articles or other public records.
- Documentation on who prepares, reviews, signs off, and submits grant financial and expenditure reports.
- Identification of cash on hand, and use of and reporting on interest bearing accounts.

Time and Effort Reports (Timesheets):

- Policy, procedures on absences and leave.
- Completed, signed after-the-fact timesheets, including allocation of time.

Other

- Member files and documentation of eligibility, citizenship, criminal background checks, member agreement, grievance procedure, signed time records of hours served, identification of service activity, training hours and activity, or other member records.
- Indirect and administrative costs – identification of overhead expenses.
- Consultants – use of, and limitation on rates
- Written Record Retention Policies and practices
- Conflict of Interest policy
- Whistleblower policy

SAMPLE – Grant Closure & Notice of De-obligation

Date:
To:
From:
Subject:

Reference is made to Grant Support Agreement (GSA) _____ between the SUN Movement Secretariat/UNOPS and _____ dated _____, and Amendment # ___ to the GSA dated _____.

The SUN Movement Secretariat/UNOP disbursed the following payments to _____.

<	Insert	Payment	Table>
The GSA ended on _____ and in line with the established reporting requirement, your organization subsequently submitted the Final Narrative and Financial Reports, which in turn were reviewed and approved by the SUN Movement Secretariat/UNOPS.			

The Final Financial Report shows an unspent balance of USD _____ against the stated agreement. In line with the terms of the agreement, Milestone Three (USD _____) will therefore not be required under this grant. Instead, you are hereby informed that the unspent balance of USD _____ shall be returned to UNOPS using the account information detailed below. The remaining available funding committed for Milestone Three (USD _____) shall be de-obligated.

Your project, in accordance with the terms of Grant Support Agreement (GSA) _____ and Amendment # __, the agreement is hereby considered operationally closed. UNOPS will issue a Notice of Financial Closure only once the unspent balance is returned.

If you identify a need to issue a corrected final financial report, please notify Ann-Marie Quinn, UNOP Grants Analyst, and submit a corrected final financial report to our representative within 14 days.

The SUN Movement Secretariat/UNOPS is grateful for your work performed under this grant and in Scaling Up Nutrition.

Cordially,

Name
Title
SUN Movement Secretariat

Name
Title
UNOPS - United Nations Office of
Project Services

SAMPLE – Final Grant Closure & De-obligation

Date:
To:
From:
Subject:

This notice is to inform you that we have received your unspent balance of USD _____ awarded to you under Grant Support Agreement (GSA) _____. This amount is based on the data reported in your final financial report. Accordingly, our Agency is released from payment for any additional obligations by your organization in excess of those reported in your final financial report. This action will complete a financial close-out.

However, in accordance with the Grant Support Agreement Special Conditions, the formal closeout of this agreement does not affect the following requirements:

- UNOPS right to disallow costs and recover funds on the basis of a later audit or other review;
- A grant recipient's obligation to return any funds due as a result of later refunds, corrections, or other transactions;
- Records retention requirements or UNOPS' right to access records; and
- Audit requirements.

Please retain all related project documentation for a period of five years from the date of this letter.

The SUN Movement Secretariat/UNOPS is grateful for your work performed under this grant and in Scaling Up Nutrition.

Cordially,

Name
Title
SUN Movement Secretariat

Name
Title
UNOPS - United Nations Office of
Project Services

Annex I – Annual Financial Narrative Report

as of 31 December 2018

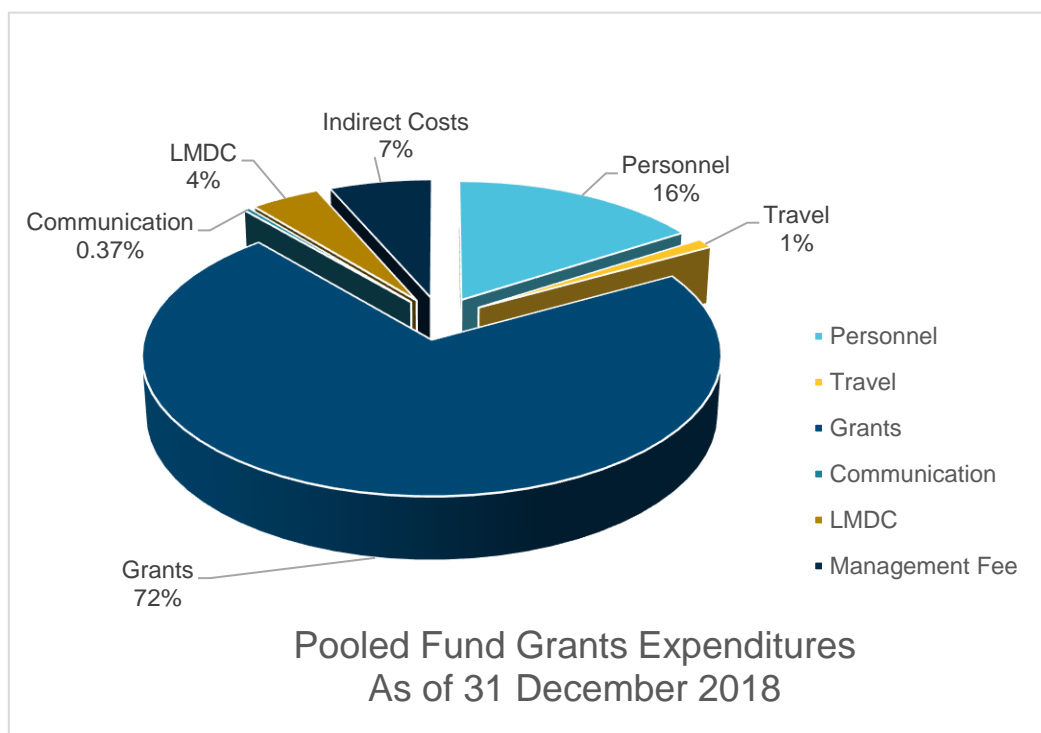
About this Report

This SUN Movement Pooled Fund Annual Financial Report presents expenditures for the Scaling Up Nutrition (SUN) Pooled Fund Grants Project during the period 1 January – 31 December 2018. It also includes a description of major variances with the revised multi-year budget until 2020 (Annex I) and an overview of all donor contributions to the Pooled Fund Project (Annex II). This report represents an update on the Pooled Fund Grants Project expenditures stemming from the enterprise resource planning (ERP) system, OneUNOPS, maintained by the Pooled Fund Grants hosting and fund management entity: the United Nations Office for Project Services (UNOPS).

Summary

Key Financial Elements of 2018

In 2018, the SUN Movement Pooled Fund Grants Project total expenditures amounted to **USD 1,470,547**: with **71.67%** spent for grants, **15.91%** spent on Personnel, **0.37%** for Communication, **1.10%** for Travel, and **4.42%** for locally managed direct costs (LMDC). These figures are based on a total revised project budget (reflecting the project period 2018-2020) of **USD 13,428,614**. The total expenditures disbursed in 2018 (**USD 1,470,547**) is **49.02%** of the budget initial “Go/No Go Milestone” of **USD 3,000,000**. Please see the table below for a summary breakdown.



DESCRIPTION	2018-2020 BUDGET (Approved Revision)	TOTAL EXPENDITURES (as of 31 Dec 2018)
Personnel	1,826,980	233,919
Travel	259,000	16,128
Grants	10,176,627	1,053,954*
Communication	92,500	5,419
Other Direct Costs	195,000	65,000
Subtotal Direct Costs	<i>12,550,107</i>	<i>1,374,420</i>
Indirect Costs (7%)	878,507	96,127
Grand Total	13,428,614	1,470,547

* Includes currency revaluation or exchange rate gain/loss.

Grants Implementation

In the 1st Call for Proposal, UNOPS awarded in total 21 grants in the total amount of USD 2,375,047 USD. By the end of 2018, advance payments to 20 grantees were provided in the total amount of USD 1,052,724. The start of the interim payments for Cycle 1 grantees began in December 2018. Therefore, this total expenditure represents 6 of the interim milestone payments to grant recipients. The balance of interim and final payments will be reflected in 2019. Since grants support represents the majority of the Pooled Fund budget and the grant recipients began their projects the third quarter of 2018, the majority of grant expenditures will be reflected in 2019.

On 19 June 2019, the governing body of the Pooled Fund Grant Project, called the Consultative Group, approved a budget revision to accommodate the scale and oversight that the grant recipients require. The revised budget reflects the decision to offer top-up of projects funded in the 1st Call for Proposals / Window I (USD 1.8 million), the budget of USD 3 million for a 1st Call for Proposals / Window II and the remaining funding (to be defined) for a 2nd Call for Proposals / Window II.

Personnel

At the end of 2018, the Pooled Fund Grants Project spent USD 233,919 in the Personnel category. In 2018, the Pooled Fund Grants Project was comprised of three contractors: a full-time Grants Analyst, a full-time M&E Specialist, and the Pooled Fund Grants Coordinator at 50%. During the first half of 2018, project personnel dedicated their time to the design and launch of the first cycle of grant recipients. The first payments for those grant recipients were issued in July, October and November 2018. Therefore, the ratio of personnel to grant support delivery may appear higher due to this start-up period.

The limited capacity of most beneficiaries during the entire project management cycle requires providing contractual support to grant recipients, assisting them in shaping an adequate budget and developing M&E tools, and managing cash flow and reporting to project donors. In order to ensure timely support and oversight of funded projects, UNOPS and the SUN Movement Secretariat requested and were approved an increased personnel budget of USD 674,980 in June 2019 by Consultative Group approval. The recruitment and adjustments for personnel will be reflected in 2019. This budget revision is to respond to the heavy increase of workload required to manage parallel cycles for funding with more than 60 grants and diverse payment schedules, interim and final reports, and on-site evaluation.

Travel

Expenditures on Travel amounted to USD 16,128 in 2018. The cost of travels is related to the Monitoring & Evaluation visits of the projects funded under the 1st Call for Proposals. By December 2018, a total of six monitoring visits took place in six countries. Since the first wave of grant recipients were awarded in July, the M&E visits began only once their projects were underway (approximately 4-5 months after the start of the projects). Preliminary results and subsequent visits in 2019 are available in the corresponding narrative report.

The current budget reflects the June 2019 revision to increase the travel category by USD 30,285. Since the number of grant contracts increased, so did the number of in-country M&E visits. The budget revision included an approval to hire three local M&E contractors in 2019. The placement of the M&E Team in regional UNOPS offices will also reduce the travel time and costs to conduct field visits, and allow providing remote M&E and quality assurance support without hassle of time difference.

2018 Site Visits

Sri Lanka	World Vision Lanka	30 November – 6 December 2018
Myanmar	Save the Children International	26 November – 29 November 2018
Bangladesh	Concern International	19 November – 22 November 2018
Liberia	Action Against Hunger	28 September – 3 October 2018
Nigeria	Civil Society Scaling Up Nutrition in Nigeria	23 September – 26 September 2018
Ghana	Hunger Alliance	18 September – 21 September 2018

Communications

The total cost for communications in 2018 amounted to USD 5,419. This includes translation of the initial Call for Proposal, applicant webinars, M&E webinars, and financial management webinars, and official letters. The translations were in the three Pooled Fund Grant Project working languages: English, French and Spanish.

Due to the increased volume of the Pooled Fund and the number of Calls for Proposals, the Consultative group also increased the budget for communications by USD 49,000 over the 3-year project period. This support costs for additional translation, and communication costs as needed. These amounts are reflected in this document's approved budget.

Locally Managed Direct Costs (LMDC)

UNOPS charges Direct Costs for the management of the Pooled Fund Grants Project. Direct costs include various costs directly incurred by UNOPS to host the SUN Movement Pooled Fund Grants Project. Examples of these are operating costs of the portfolio management team, a ratio of costs of the corporate management team, office spaces, utilities and securities. The direct costs totaled USD 65,000 in 2018 and will continue to be charged annually and at the same rate for the remainder of the project.

Indirect Costs

The total indirect costs charged by UNOPS in 2018 across all contributions amounted to USD 96,127, i.e. 7% of the total contributions received as stated in the agreements with donors.

Annex II: SUN Movement Pooled Fund Grants – Revised Budget (2018-2020)

Category	2017 Budget (3 yrs)	Revised Budget (3 yrs)
Grants Window I Cycle I	\$2 394 000	
Grants Window I Cycle II	\$3 800 000	
Grants Window II Cycle I	\$3 000 000	
Grants Window II Cycle II	\$1 736 892	
Grants total	\$10 930 892	\$10 176 627
Pooled Fund Coordinator	\$432 000	\$468 504
Grant Analyst	\$288 000	\$414 972
M&E Specialist	\$432 000	\$468 504
Grant Management Officer		\$199 500
M&E Officer (Cote d'Ivoire)		\$57 000
M&E Officer (Indonesia)		\$95 000
M&E Officer (Ethiopia)		\$123 500
Personnel total	\$1 152 000	\$1 826 980
Communications & Translation	\$62 215	\$92 500
Travel	\$210 000	\$259 000
Locally Managed Direct Costs	\$195 000	\$195 000
UNOPS Fee (7%)	\$878 507	\$878 507
Total	\$13 428 614	\$13 428 614

Annex III: Donor Contributions to the SUN Movement Pooled Fund Grants (2017-2020)

<u>Donor</u>	<u>Legal Agreement Amount</u>	<u>Legal Agreement Currency</u>	<u>Legal Agreement Amount in USD</u>	<u>Date of receipt</u>	<u>Amount Received (Legal Agreement Currency)</u>	<u>Currency Received</u>	<u>Amount Received (USD)</u>
Switzerland	4,000,000	USD	4,000,000	8-Dec-17	1,000,000	USD	\$999,975
				17-Apr-18	600,000	USD	\$599,975
				30-Nov-18	2,200,000	USD	\$2,199,975
Ireland	1,200,000	EUR	1,421,800	20-Dec-17	1,200,000	EUR	\$1,421,801
Canada	1,000,000	CAD	785,546	19-Apr-18	1,000,000	CAD	\$794,913
United Kingdom	2,250,000	GBP	2,996,005	5-Apr-19	159,409	GBP	\$208,650
				5-Apr-19	590,591	GBP	\$773,025
Germany	1,400,000	EUR	1,590,909	8-Apr-19	700,000	EUR	\$785,634
Norway	7,500,000	NOK	878,117	21-Dec-18	7,500,000	NOK	\$878,117
Total funding received							\$8,662,065
Total funding pending							\$4,766,550
Total Budget							\$13,428,614

Annex IV: Certified Financial Report



ANNUAL FINANCIAL STATEMENT

Project : 20163-004 - SUN Pooled Funds - Grants
Partner(s): 1672 - SUN Scaling Up Nutrition Movement (SUN)
As on: 31-Dec-2018

Income:

Contributions	2017	2,421,776	
	2018	4,472,980	
			6,894,756
Interest	2017	3,182	
	2018	49,905	
			53,087
Total Income	A		6,947,843

Less: Project Expenses

Period-Years

2018	Project(s) Expense	1,373,228	
	Management Fees	96,126	
	Net Exchange Gain/Loss	1,194	
			1,470,548

Total Expenditure	B		1,470,548
Less: Project Advances	C		0
Less: Project Capitalised Assets	D		0
Project Cash Balance	A-B-C-D		5,477,295
Less: Actual Commitments			
Commitments***	E		1,681,268
			1,681,268
Project Fund Balance	A-B-C-D-E		3,796,027

Notes:

* All amounts are in USD. Transactions in non-USD have been converted to USD at the UN operational rate of exchange as on the date of the transaction.

** The statement is prepared in accordance to IPSAS reporting requirement, the reported figure under commitment is for information and it discloses only the expected utilisation of project funds as of the reporting period, these commitments are not charged as an expense until the goods are delivered or services rendered.

* Project advances include operational advances, prepayments, petty cash, and any VAT payments to suppliers that have yet to be recovered.

Certified by:
Meron MEKURIAW
Finance Specialist



Comment:

SSC IPAS, UNOPS - HQ

Date: 25 June 2019

Report run on: 24 Jun 2019



Date: June 25, 2019

Ref. Project No: 20163-004

Funding: 1672 - SUN Scaling Up Nutrition Movement (SUN)

Dear Sir/Madam,

Subject: **Annual Financial Statement**

We enclose the Annual Financial Statement for project 20163-004 - SUN Pooled Funds - Grants, which commenced in year 2017 and indicates the incurred expenditure as at 31/12/2018

We draw your attention to the following:

- a. Incurred expenditure and management fee: US\$ **1,470,548**
- b. Project advances: US\$ **0** and commitments: US\$ **1,681,268**
- c. Total funds received: US\$ **6,947,843** which includes interest earned: US\$ **53,087**
- d. Project Capitalised Asset: US\$ **0**
- e. Fund Surplus: US\$ **3,796,027**

If you have any question, please do not hesitate to contact UNOPS.

Yours sincerely,



Meron MEKURIAW
Finance Specialist
SSC IPAS, UNOPS HQ