

**Alliance Program Committee Meeting Notes
April 6-7, 2015**

Day 1 and 2: External meetings hosted by the secretariat.

Day 3

TOPIC	NOTES
<p>Welcome 8:30 to 9:00</p>	<p>Time was added to the agenda to discuss the governance conversation from the previous day.</p>
<p>Sharing around the Alliance 9:00 to 10:00</p> <p>Sharing/learning strategies developed around revised Alliance Programme Standards.</p> <ul style="list-style-type: none"> ▪ Opportunities for collaboration are developed <p>This is an opportunity for each alliance member to give a few highlights about what is going on with their organization</p>	<p>Shona:</p> <ul style="list-style-type: none"> • Team has restructured; • NZ government funding has changed priorities, which has meant different changing grants focus; • ChildFund Australia and NZ have been working on expanding work in the Pacific to respond to significant needs on their doorstep. • Opening a program in September in Kiribati (pronounced Kiribas) – working through local partner on an integrated model; • Working on Roadmap for exit strategies in dedicated areas – setting a goal toward graduation that links into local planning processes <p>Nana</p> <ul style="list-style-type: none"> • Nepal has been a strong focus of attention and support – Nana expressed gratitude to other alliance members for their support and expertise. It is still early to talk about learning. Program is \$1.5M – 70% comes from individuals – the remaining comes from Canada and NZ governments. It will end in September. Grant experience on this level has been a new one for ChildFund Japan. • Noted the Pass it back program from ChildFund Australia – Laos/Vietnam – is a sport for development program that uses rugby to teach youth leadership and development – integrates gender lens <p>Faith</p> <ul style="list-style-type: none"> • Noted how pleased she was with the new program standards <p>Sarah</p> <ul style="list-style-type: none"> • Program strategy development in all countries is being strengthened – guidance has been strengthened – including new stakeholder analysis tools, portfolio reviews, and a life stage reference manual • Child Protection work is being strengthened in ChildFund International. This includes work around Community Based Child Protection Mechanisms; improving Child Protection in our Monitoring and evaluation system; exploring partnerships with others to map child protection actors; mobile

reporting systems; and the CPiE toolkit; soon releasing SGBV - Disabilities and gender toolkit; also considering releasing a SGBV framework/toolkit for working with children; impact report is on child protection this year (though it has limited impact stories)

- Advocacy work is being strengthened – including our first advocacy day

Martina

- A year of a lot of change – including staff leaving and donor shifts
- Interesting three year project with Ethiopia on HTP - girl's clubs, justice systems, community child protection structures, victims, HTP doers, and other actors to see change in attitudes and behavior – on the way to replicate in another district
- Noted strengthened collaboration in the alliance

Unjung

- Rwanda program has started – education focused – ECE is the priority – three years plan.
- Nepal collaboration last year was very important.
- Focus this year is on M&E and DRR
- South Sudan continues to be a very difficult country to operate in
- Currently reviewing information around country office presence – may announce new Africa country at the next CEO forum
- Last year they had a board members visit Myanmar – increasing understanding of the operating environment – this is a focus to increase domestic stakeholder understanding of international programs.

Yukiko

- Cross learning with Alliance members has been fantastic.
- Learning about CPiE – including work with Syrian crisis
- Updating gender policy (by May) – hoping to have inclusion and non-discrimination policy as well.
- On standby for application of the keeping children safe
- Last year worked on well-being framework – to help translate a rights based approach – includes resilience
- Organized a congress in Madrid and positioning at local/national level – starting lobbying for the first time – making statements and position papers. Noted the importance of having policy analysis.
- Interagency study on child-friendly feedback mechanisms is in phase two. Working on testing in emergency contexts.
- About to hire new M&E person – asked for support in recruitment process

Phil

	<ul style="list-style-type: none"> • Spent resources on developing ECD niche – have a research partner helping them - Learning Through Play Plus package includes child protection -- working on replicating in other countries – will be packaging in the near future. • Consortium building has strengthened with grant acquisition – working in Rwanda and Malawi (and hopefully soon in Mali) with grant effort through partners. • Expanded technical expertise as a result of the grant acquisition effort (eg gender, health, ECD) – doubled staffing at CCF with grants and increased beneficiary reach by six times in twelve months • Have recently done a security training
<p>Documentation and Sharing for Child Protection</p> <p>10:00 to 11:00</p> <ul style="list-style-type: none"> ▪Evidence of ChildFund’s programme successes in Child Protection are being regularly shared internally to improve ChildFund’s work in this area. ▪Evidence of ChildFund’s work in the area of child protection is showcased to stakeholders and the wider public. <p>Platform established Number of material contributed</p> <p>Work with the secretariat to develop a system where information on Child Protection can be collected and shared for Programme reference and learning (internal). Discuss a process for updating the Child Protection Work/Shared Outcome Stories document annually; Consider</p>	<p>Platform for sharing CP is sharepoint. We agreed to complete 15 outcome stories this year and upload them using a template to the sharepoint site.</p> <ul style="list-style-type: none"> • ACTION: Martina will share a template with tags for submitting CP stories • ACTION: All alliance members will strive to submit stories this year. • ACTION: Co-chairs will speak to secretariat about our plans to initiate this process and consult with them on the template. • ACTION: Co-chairs will speak to CMC about our plans, ask them to consider how to support data visualization of these stories, and ask them to ensure that alliance members are also sharing videos about CP. • ACTION: Martina will take the lead in reassessing in September/October how these stories are being used (by APC, CMC, secretariat) and whether it is worthwhile to continue this work next year.

<p>data visualization platform on Alliance website to showcase work being achieved (external).</p> <p>Provide programmatic assistance and advice to Free From Violence Campaign</p>	
<p>Break</p>	
<p>Child Protection Fundraising Discussion</p> <p>11:15 to 12:30</p> <ul style="list-style-type: none"> ▪ Alliance members are applying for funding for Child Protection activities independently and collectively. <p># of applications made. # of grants awarded. # of consortia grants applied for. # of consortia grants received.</p>	<p>We reviewed input from the EULO team and agreed that collaboration among members is already strong. Our work in this objective of the workplan is to strengthen our reporting function about how many grants we are pursuing. We agreed to the following actions:</p> <ul style="list-style-type: none"> • ACTION: Margaret will take the lead in defining what we mean by Child Protection application/Grant” based on SDGs • ACTION: Co-Chairs will report to CEO liaison our understanding of the word consortia – that it will be joint funding proposals. • ACTION: Co-Chairs will upload a template to sharepoint where all alliance members and the secretariat will report the numbers of applications/grants they have pursued during the FY by September. Template to break down grants by dollar size. • ACTION: Co-chairs to ask the GSC to reflect on recent lessons learned around child protection grants submitted to the EU.
<p>Lunch</p>	
<p>Programme Standards</p> <p>1:30 to 3:30</p> <ul style="list-style-type: none"> ▪ Alliance Child Protection Standards are being practiced. <p>Process for accreditation established. 12 Alliance members are accredited</p>	<p>We spent time reviewing what is in our standards related to child protection/safeguarding, including spending some time discussing what the difference between what child protection and safeguarding is and what each agency has in place around safeguarding and child protection.</p> <p>Faith walked us through her terms of reference: 1) review the alliance CP policy and the code of conduct; 2) support alliance to meet the keeping children safe coalition standards.</p> <p>We noted that our workplan states that we should work to accredit all alliance members. However, there isn’t a process in place for accreditation. With Faith’s terms of reference, we agreed that our efforts on the APC should be to support her TOR and support the Secretariat to propose an accreditation to process to the CEOs.</p>

<p>in the Child Protection Standard beginning in 2016 (Note- all 12 members will not be accredited in 2016)</p> <p>Number of policy updates. Number of new or reviewed/refreshed policies.</p>	<p>ACTIONS:</p> <ul style="list-style-type: none"> • Faith to assess Social Media and child sponsorship risks & how should this be in our policy/procedures • Faith to communicate through the Secretariat to the CEO forum that safeguarding policy should be in cross-cutting standard – rather than a program standard and that our accreditation process ensures that we as an alliance are adhering to our standards • Co-chairs to underscore that working out a process for accreditation is important and that our plan for deliverable in this part of the workplan needs to change to our CEO liaison. Our work this year should be centered around supporting Faith’s work. • Sarah and Yukiko to share contacts with Faith to ensure she gets an understanding of safeguarding from the field
<p>Governance Discussion</p> <p>3:30 to 4:30</p>	<p>We used the time to process ideas about the governance structure and consider how to use the rest of our time together, including meeting with the DRR group.</p>
<p>Open Space</p> <p>4:30 to 5:00</p>	<p>Phil shared a two-year alliance incubator project on early marriage in India.</p>

Day 4

TOPIC	NOTES			
<p>Governance</p>	<p>We discussed a model put together by a small group the day before.</p>			
	<p>What? Strategic Priorities</p>	<p>How? Lead Groups and Task Teams</p>	<p>KPIs & Consultation</p>	<p>Who? Implementing Teams</p>
	<p>1) Advocacy and Child-Friendly Accountability (Child Protection)</p>	<p>- Secretariat Rep - 4 Expert Advisor - (Programmes/ CMC)</p>	<p></p>	<p>1. Programmes 2. Communications & Marketing</p>
	<p>2) DRR and Emergency Response (Child Protection)</p>	<p>- Task-Appointed extra skills added to the group</p>	<p>Set expectations and deliverables from the Secretariat to members and to staff</p>	<p>❖ Quality ❖ Reputation ❖ Collaboration ❖ Funding</p>
	<p>3) Membership engagement and strengthening</p>	<p>Lead groups are determined by the secretariat in conjunction with CEOs and Implementing Teams; Lead</p>		

Groups appoint Task Teams

Better
Together

Rationale

- Strategists and practitioners and experts collaborate on a strategy
- Consultation with people (comms/programme) who make it happen – reality check
- Assurance on quality, reputation, collaboration
- Funding maximization

Programs Group Responsibilities	Task Team Responsibilities
<ul style="list-style-type: none"> ▪ Quality function: promoting and monitoring program standards, as well as learning about them ▪ Creating Alliance-wide efficiencies: Sharing staff, models, resources, joint funding proposals, sharing tools and policies ▪ Creating greater coherence: strengthening common approaches, better storytelling about what we do, strengthening reputation and opportunity building, building unity and greater coherence ▪ Generative function: promoting innovation and professional development, knowing each other's work and seeking collaboration 	<p>Shape initiative plans</p> <ul style="list-style-type: none"> ▪ Create/examine/promote models and strategies to be used in initiative plans ▪ Output and deliverable focused as it relates to the strategy ▪ Includes some members, but not all <p>Concerns/Risks/Questions that arise with a task team-only (no programs group) approach to alliance collaboration:</p> <ul style="list-style-type: none"> ▪ What happens to learning and sharing around all the other work (outside CP, advocacy, DRR)? ▪ Who keeps the alliance moving on program standards? ▪ How do smaller members participate in program-side of alliance strategic initiatives? Too small to be actively engaged in all task teams. ▪ How do we encourage understanding among program colleagues without an alliance wide forum? ▪ How do we continue to harmonize our program approaches without a clear forum?

<p>Joint session with the DRR group</p>	<p>Jim started by explaining how the member-led response came about, starting with a white paper in February 2013. Focus was on capacity building, harmonization of policies and procedures and common definition of terms – to improve performance in a collaborative way. Canada, Australia and US were the original members. Japan and EDUCO joined later. Korea has observer status. There is a sponsor group and a technical team. They do a quarterly and semi-annual report to the CEO forum through the CEO liaison. Relationship with the APC has been through the people.</p> <p>Jim explained that this week they have had a robust discussion about the transition in governance, including who would be on the working group and how to build the relationship with advocacy and communications. This group has had an operational focus, but other members have had an observer status. Conversation has been around how to build momentum and how would the transition to the new governance structure – as a secretariat led working group (assuming the CEO forum approves the strategy). Isam noted that there is no central resource allocation, but members have supported parts of the initiative with their own budgets. Meg noted that the operational focus has been the member led group, but the advocacy has been secretariat-led.</p> <p>Jim explained the vision – by 2020 the alliance would be a recognized player in CPiE and youth-led DRR. Primary activities: 1) Supporting advocacy work led by the secretariat; 2) Review of policies and procedures, especially as they relate to CPiE and youth-led DRR; 3) Joint training (youth-led DRR, safety and security); 4) Supporting the alliance strategic plan development (part on strengthening CPiE and youth-led DRR); 5) getting resources to do this work better; 6) Quality research regarding youth-led DRR; 7) contributing to design of coordination mechanisms for emergency response; and 8) Revised the program standards for DRR.</p> <p>Ben explained the next phase: some possible goals (unprioritized) were around the following:</p> <ul style="list-style-type: none"> ▪ Strategy and steps for resource acquisition – particularly on the DRR side; ▪ CPiE training module uptake; ▪ continuing harmonization of policies and procedures (including guidance for emergency preparedness plans); ▪ Training in high priority countries (CPiE, safety and security, others) ▪ Research and evidence building -- CPiE ▪ Information management ▪ Advocacy on CPiE ▪ Better define the goals from the alliance strategy ▪ Mainstreaming DRR ▪ Incorporating Climate change adaption into our DRR work (speaking the same language as those in our sector) ▪ Emergency response training modules – need to update them – probably will wait until some of the evidence - building is done to inform about what.
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	<p>Shona brought up the need for us to think about how we could ensure communication channels are clear. Ben said that there might be a way for non-operational members to participate in different ways. Yukiko asked how advocacy is situated. Ben said ideally it is mainstreamed across both strategic priorities. The group reported that it is too early to say which part of the initiative is foundational/excellence. However, the group expressed that both DRR and emergency need to walk hand in hand, and that advocacy will probably not be the greatest focus of this group. Jim expressed the biggest challenge is the DRR mainstreaming objective of the alliance plan. Margaret brought out a point that we need to have a clear implementation plan where emergency and program colleagues are working together.</p> <p>We then spent some time discussing how task teams and a programs group might drive forward the work of the alliance. The APC agreed to make a set of recommendations to our CEOs and the Secretariat. The DRR group agreed to think about their work plan in terms of how and where touchpoints with an alliance program group would be. Jim underscored that the new working group structure would need to be open to change and adjustment as we start working in a new way.</p> <p>We agreed that touchpoints with the DRR group include: mainsteaming DRR; CPiE documentation and information management; building evidence and standards. We also agreed that we need to speak more with Meg do discuss: 1) proposed governance structures; 2) standards and the accreditation process.</p> <ul style="list-style-type: none"> ▪ ACTION: DRR group will consider touchpoints with APC as they work on their workplan.
Lunch	
<p>Learning in the Alliance</p> <p>Sharing/learning strategies developed around revised Alliance Programme Standards.</p> <ul style="list-style-type: none"> ▪ Opportunities for collaboration are developed. <p>Platform established</p> <p>Number of contributions</p> <p>Agenda</p> <p>Meeting outputs</p>	<p>We spent some time discussing our potential learning platform and its purpose. Purposes included: learning and improving program quality, sharing best practice and mapping data base of experts, saving time through sharing, accessible to all program staff, promoting discussion and debate, creating a collaboration space for products.</p> <p>We agreed that we could use Sharepoint in the space that the APC has on the ChildFund International site. Learning stream should be around standards: we agreed that our next learning theme would be around the inclusion standard – specifically around gender. Other possible topics were disabilities and environment.</p> <ul style="list-style-type: none"> ▪ ACTION: Sarah to ask Dale to set up a training for the APC. ▪ ACTION: Yukiko to be our next learning champion for the next six months. Responsibilities: 1) Share readings and or best examples; 2) ask for current state of policies; 3) facilitate discussion on the sharepoint site. 4) Facilitates reflection at the next face to face meeting. ▪ ACTION: Martina to facilitate the environment topic the next time around.
Wrap-Up	<u>Parking lot items:</u>

<ul style="list-style-type: none"> • Revisit parking lot items • Discuss APC Co-chair position 	<ul style="list-style-type: none"> ▪ ACTION: Yukiko will include how sexual orientation runs up against legal environments and our standards in some settings during the conversation about the inclusion standard. ▪ ACTION: Sarah to speak with Carmen on her team about engaging with the APC on safety and security ▪ ACTION: Co-chairs to ask M&E staff to meet and discuss the feasibility about starting to track SDG data in our M&E systems. Someone from the secretariat included. ▪ ACTION: All APC members to discuss the governance structure with their CEOs (see ppt). Importance of face-to-face meeting should be underscored. ▪ ACTION: Co-Chairs to send out a doodle poll for a skype meeting in August/September. Not the week of the 15th of September. <p>We spent some time talking to Meg about the proposed governance structure and what it would mean for the APC. We also spent time speaking about the standards processes and what it would entail if we signed up to the INGO accountability charter.</p> <p>Co-Chairs remain the same.</p>
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