

Recommendation	Action / Comment	Who	When
General recommendations on the Process (improving quality)			
1. Overall			
Continued support: <i>The CHF should be continued as a funding mechanism for Somalia with its current scope and approach</i>	None	HCT/Donors	On-going
2. Allocation process			
Joint Review Process: FCU and cluster should implement a joint review process for the next standard allocation, with explicit agreements on who is responsible for reviewing different parts of the proposal (e.g. logic). FCU needs a realistic staffing plan to cater for this surge capacity. A maximum of three revision rounds should be permitted before proposals are automatically rejected.	Decision was taken by CHF Board on 19 September to institute a Joint Technical Review Process during the second 2012 standard allocation	FCU to agree process with clusters coordinator in advance of next allocation	On-going
Support to cluster: Exceptionally and on a case to case basis, additional surge capacity should be provided to over-stretched clusters if needed in addition to the joint review process. This should be provided either by OCHA or by the cluster lead agency. The Board should favourably consider the principle of funding such capacity support from the CHF	Agree on an ad hoc basis. OCHA is already providing support to clusters by funding 6 national cluster support officers	Clusters Coordinators	Ad hoc and on-going

Donors funding commitment: Donors should continue to fund the CHF in a timely way to meet its annual funding target	Encourage and advocate for early donor commitments to the Fund by the end of a calendar year (November) and by mid of the year (June). Contributions to be received by January before the first standard allocation and by July before the second standard allocation. If not possible then indicative planning figures should be shared with HCs.	FCS NY	By end of 2012
Coordination Meetings: OCHA FCU should propose monthly coordination meetings with in-country donors to discuss funding gaps, priorities and intentions to inform future allocations.	Monthly Donors/HCT meetings are organized	FCU/OCHA	On-going
Process Tracking: FCU to strengthen timeline tracking and reporting mechanism as part of database redesign, as well as managing expectation by being transparent about real timescales and building confidence in OCHA as MA	This component has been included in the re-design of the database	FCU	June 2012
Database: FCU to upgrade CHF database with integrated project tracking, some accounting components and monitoring functions	On-going	FCU	Dec 2012
FCU should update the CHF website and assess audiences for different information products linked to database	Yes	FCU	By 1 st quarter of 2013
Allocation pace: OCHA Senior Management to keep a watching brief on disbursement speed	During the standard allocation at a country level, senior management is regularly informed on the status of the allocation.	HC/ OCHA NY and GVA	On going

3. Prioritisation of funding decisions			
Defining allocation Priorities: HC and FCU should engage in structured consultations on principles for each standard allocation at the HCT and ICWG with additional dedicated OCHA planning/analysis capacity, and field input. This should include circulating a draft allocation paper.	In preparation of the second 2012 standard allocation, the FCU in close consultation with the HC has proposed a new approach to prioritize the funding, involving various stakeholders (including clusters and field input), the new approach was well received by the Board and contributed to facilitate discussions and decisions which were translated into a better, more coherent allocation document.	FCU to develop proposals. Board to discuss and agree	On-going
Humanitarian analysis: Clusters and agencies should develop more rigorous analysis capacity to complement FSNAU analysis and input to allocation decisions,	In preparation of the second 2012 standard allocation, in addition to the FSNAU assessment, clusters provided detailed analysis on Wash and Health (cholera), IDPs. SWALIM was also consulted on flood preparedness and response. Detailed field situation analyses (per regions and areas) were also developed.	Clusters coordinators and agency technical leads	On-going
Multi-sectoral Interventions: The HC should continue to propose multi-sector interventions strategically coordinated responses, while ensuring actual implementation of multi-sector approaches	As part of the second 2012 allocation, multi-cluster interventions were prioritised.	HC, Clusters and FCU	On-going
Circulation of documents: Develop a more rigorous timetable and process for Board papers and discussion: OCHA FCU to ensure board documents to be circulated at least 1 week in advance with more explicit rationale	Agreed.	FCU	On-going
Allocations guidelines: HC/FCU to articulate more clearly where the final allocations documents deviates from discussions.	Agreed.		On-going
Communication: FCU should ensure available resources are factored into allocation proposals, as well as realistic assessments of when funds would actually be disbursed to allow for planning	Standard Operating Procedures will be developed with OCHA ASB office.	FCU/ OCHA NY and Gva	2013
4. FCU Funding and Staffing			
Gender analysis: OCHA to arrange another Gen Cap deployment to train and support CHF and CAP staff on gender dimensions of project appraisal process	Training was provided at the HQ and field office level on the dimension of gender. The Unit has identified a gender focal point which has been trained on the matter.	OCHA	September 2012
Fund Managers: OCHA FS in NY to explore a Community of Practice for Fund Managers	Staff exchange: FCU and OCHA Geneva to exchange personnel for short term temporary duty opportunities for learning and relationship building. A roster specific to Pooled Funding staff is being developed by the FCS in NY.	FCS	2013
Transition: The field should be progressively included and plans put in place for the rolling transition to greater presence in Somalia in terms of implication for the CHF, without weakening Nairobi support capacity	On going	HC, Board and OCHA	2013

5. Reserve and Emergency Reserve			
Reserve: The Board should agree to reduce the size of the unrestricted ER to 15% of the CHF and continue the use of specific more strategic emergency allocations to respond to unexpected events according to agreed criteria	Discussion on the subject is on- going both at the Somalia level but also at NY FCU level. Propositions will be presented to the Board for a decision before the First 2013 standard allocation	HC Board	1 st allocation 2013
	The FCU has already taken some actions regarding the usage of the ER ensuring that projects funded respond to real emergency according to the Somalia specific context and seeking feedback from the field.	HC Board	2012
6. Liaison with HC			
FCU and HC: FCU to maintain strong reporting line with HC (regular meetings) and other functional part of OCHA	On going	FCU HC OCHA	June 2012
7. Strengthening clusters roles			
CRC: Cluster to agree on strengthened minimum technical standards for CRC membership and for technical aspects of proposals	To be discussed and implemented jointly with clusters	Cluster coordinators with Clusters and CRCs	Second allocation 2012
Cluster & ICWG meetings: FCU cluster focal points should continue to attend monthly clusters to keep abreast of emerging issues and update clusters members on CHF process.	On going	FCU	On going
Cluster support: TORs for cluster support officers should be reviewed by OCHA and Cluster Coordinators and CSOs should be given greater responsibilities for managing technical, not just administrative parts of the CRC process for the CHF.	On going	OCHA & Cluster Coordinators	July 2012
Transparency: All cluster coordinators should publish CRC scoring formats and minutes on cluster websites	FCU will ensure that CRC scoring sheets will be published during the second 2012 standard allocation	Clusters coordinators	2 nd allocation 2012
8. Recommendation on strengthening links with CAP clusters			
Link with CAP: FCU and HC should continue to interpret linkages with CAP projects in a smart way which considers cases for relaxing rules if justified .	Decision was made by the HC not to make it compulsory to be part of the CAP to receive CHF funding during a standard allocation. Implementation of the decision will take place in the first 2013 CHF standard allocation.	FCU CAP Unit and HC	August 2012
	CAP projects sheets should be strengthened in order to enable cluster to take easier decisions on project selection for the CHF during standard allocation.	FCU and clusters coordinators	CAP 2013 (September 2012)
9. Management Agent Function			
Batch process: FCU to explore incremental changes to process with OCHA Geneva/NY e.g rolling review of proposals rather than batching, contract signing and agreeing no-cost extensions in Nairobi	First batch process was implemented successfully during the first 2012 allocation; a second batch will be implemented during the second allocation.	FCU HC OCHA Gva MPTF	Done

Strengthen relationship between offices: FCU and OCHA Geneva to exchange personnel for short term temporary duty opportunities for learning and relationship building.	A joint workshop is scheduled for the first week of December 2012	FCU/ FCS OCHA Gva	December 2012
10. Guidelines revision process			
Post allocation review Process: The post-allocation review process should be well resourced in terms of staff and time and includes structured discussions on key issues and revision guidelines	In consultation with the NGO focal points it was decided that an informal group would not only review the 1 st 2012 allocation process but would also discuss all the important recommendations contained in the process review report in order to present to the CHF Board proposed actions on key recommendations. FCU would then revise the CHF guidelines accordingly.	FCU and various stakeholders, HC and CHF Board	October 2012
	FCU is ensuring a proper management response plan is developed.	FCU	October 2012
FCU should manage a consultative process to revise guidelines and undertake training workshops in Nairobi and Somalia for future allocations	See above A monkey survey will also be used as to receive feedback from partners Prior to the first allocation for 2013 training on revised guidelines will be organized in Nairobi and Somalia	FCU	November 2012

General Recommendations on Accountability			
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11. Risk management			

Pre Evaluation Capacity and risk assessment: FCU should implement risk management framework for vetting NGOs on a rolling basis in advance of allocations as prioritised by clusters, and in interaction with the Risk Management Unit and make funding recommendations based on risk categorisation	Following two pilot projects (implemented in August and September) a comprehensive capacity assessment of all CHF partners will start before the end of the year.	FCU and risk management unit	By February 2013
Link with risk management unit: Firmer functional links should be developed between FCU and the RCO risk management unit	A more closer collaboration has been established. RMU is regularly engaged in monitoring of CHF projects. FCU is regularly populating the RMU database.	FCU to liaise with RMU	On going
12. Audits			
Audit contracts: FCU should urgently work with UNDP to develop a more appropriate arrangement for audits, and expedite processes on current audits	On-going: - a long term contract (three years) call for proposal has been launched – an alternative solution was found to take care of the pending audits. Audits of the 90 pending audits is on-going.	FCU and UNDP Somalia	December 2012
13. M&E			
Somalia CHF M&E Framework: The M&E Officer, with senior management support, should develop a detailed implementation plan for accountability.	Decision was made by the CHF Board to create a working group on CHF monitoring whose responsibility will be to develop a CHF monitoring strategy specific to Somalia to be approved by the CHF board.	FCU M&E	December 2012
Involvement of Clusters: FCU and the inter-cluster working group should develop agreement on how to involve clusters in CHF monitoring	Yes	FCU & ICWG	December 2012
Result indicators: FCU should develop stronger results reporting products, linking with CAP indicators and the strengthened M&E function	On-going	FCU and clusters	On-going
HR: OCHA should create a CHF M&E Officer position in Nairobi	This position is included in the 2013 cost plan	OCHA	January 2013
Capacity Building: Based on pre-assessment process, FCU should elaborate a capacity building strategy for NGO partners including training on CHF processes, budget and reporting requirements.	See risk management and capacity assessment plan. FCU and NGOs are working together on this issue and should develop a joint plan of action once the capacity assessment of partners will be completed. Training in the field on CHF process, budget and reporting requirements is on-going	FCU	February 2013
14. Reporting			
Financial and Narrative: The HC through the UN Country team should ensure that UN agencies and NGO partners provide interim standardised reporting to the CHF on a twice yearly basis according to a format also used by NGOs including progress against planned activities, key indicators, expenditures levels, implementing challenges.		HC to gain agreement of UNCT	November 2012
15. Efficiency			

Pass-through: FCU should track pass-through to implementing partners and report on an annual basis, learning should be transferred from DRC/Sudan on how to implement this	Agreed	FCU	By May 2013
Budget comparison: OCHA FS should develop comparable budget across CHFs and assess pros and cons of different models	Agreed	FCU	By May 2013
Cost benefit: FCU through commissioned evaluation studies should evaluate the cost-benefits of different delivery modalities incorporating funding from field monitoring /evaluation missions	Agreed	FCU	By May 2013