

Monitoring and evaluating the SUN Movement

2016 is a crucial year for the Scaling up Nutrition (SUN) Movement as it enters a new phase, guided by the SUN Movement Strategy & Roadmap 2016-2020. The new strategy and approach, while building on the successes and addressing the identified challenges, will further fine-tune accountability and improve support for countries as they scale up nutrition. To ensure the mutual accountability for these efforts, the SUN Movement Monitoring and Evaluation Framework helps assess progress within the Movement and the quality of support provided by the SUN Movement’s support systems (SUN Movement – Lead Group, Executive Committee, Secretariat and Networks).

The title of the monitoring exercise for 2016, has changed from **Self-Assessment** to **Joint-Assessment**, noting that it is a collective exercise focusing on joint reflection and joint priorities for the future. This exercise assessing progress in SUN Countries was undertaken in 2014 and 2015. The progress markers for 2016 have been adjusted to focus more on implementation and results, while maintaining comparability of scores over time for each country. The Joint-Assessment in SUN Countries will be complemented by annual monitoring of SUN Networks and SUN Movement Secretariat contributions as outlined in the SUN Movement Strategy & Roadmap 2016-2020. Together, these elements will provide a robust view of SUN Country progress and support delivered for the realization of national nutrition priorities.

Why assess progress and priorities in SUN Countries?

The Joint-Assessment process has 4 key objectives:

1. To **promote the coming together of teams of in-country stakeholders** in a participatory process, to align their vision of the status of institutional transformations for scaling up nutrition in their country, including progress over the last year
2. To give a **snapshot** of the challenges, and **mobilise support for realising joint goals**
3. To set **common priorities** for 2017 and appreciate the support available for achieving them (see ANNEX 2 and 3 of the 2016 Reporting Template)
4. To provide concrete inputs to the **decision-making process of the SUN Movement Executive committee and SUN Movement Lead Group**

As such, the SUN Movement Secretariat would like to emphasise that not only is the data gathered and reported important, but, especially given objective 1, so is the process by which the Joint-Assessment is conducted. It is also an opportunity to have this progress published in the SUN Movement Annual Progress Report, which seeks to capture progress and lessons learned from all 56 countries in the Movement.

Process

The 2016 Joint-Assessment aims to be a **multi-stakeholder and multi-sectoral** process **that** allows for **collaboration, discussion, and consensus building**.

We therefore recommend the Joint-Assessment follows these principles:

1. Reporting of progress in the SUN Movement should be a country-led, collective effort of the SUN Government Focal Points and key in-country stakeholders, with the SUN Movement Secretariat (SMS) and SUN Networks providing technical support
2. Ensure the Joint-Assessment process is participative, involving relevant stakeholders from Government, Civil Society, Science and Academia, Donors the United Nations, Businesses, or other parties
3. Use the process as a moment to focus reflection and discussion on issues of governance, strategy, capacity building, and teamwork, topics that are often neglected under the pressure to discuss programmes, or other more immediate topics
4. While inputs can be collected in a number of ways, a face-to-face meeting is an opportunity to reflect, align efforts and set priorities.

When is it happening?

April - May	June	July - August
<ul style="list-style-type: none"> – Distribution of assessment guides (SMS) – Individual Country Support Calls if required (SMS) – Country Joint-Assessment of progress (led by SUN Government Focal Points with support from Country stakeholders) – Reporting (deadline: end of May) 	<ul style="list-style-type: none"> – Compilation and Analysis of reports by SMS 	<ul style="list-style-type: none"> – Verification by SUN Countries – Finalisation of the SUN Movement Annual Progress Report 2016

The Methodology

The format for the Joint-Assessment exercise is organised around four processes in pursuit of the four strategic objectives reflected in the SUN Movement Strategy 2016 – 2020:

- **Process One:** Bringing people together in the same space for action
- **Process Two:** Ensuring a coherent policy and legal framework
- **Process Three:** Aligning actions around a Common Results Framework (CRF)
- **Process Four:** Financial Tracking and Resource Mobilisation

Progress on each of the four processes is assessed by examining the behavioural changes of SUN Movement stakeholders at country level.

i. Progress Markers (PM) – Understanding the behavioural outcomes that underpin the four SUN Processes

For each of the four SUN processes, the level of behaviour is determined with the use of a pathway of change. Each pathway has steps, called Progress Markers (PM). The PMs indicate levels of behaviour by the various actors in the efforts to scale up nutrition that can be expected as the SUN Movement evolves – relationships, actions, activities, policies and or practices – over a period of time.

ii. Criteria for Assessment of Progress Markers

The observations in relation to each progress marker are assessed using the following general criteria for scores (N/A, 0, 1, 2, 3 and 4). Clear definitions and an exhaustive list of signs has been proposed for each PM in the 2016 Reporting Template to help guide the scoring process.

N/A	0	1	2	3	4
Not applicable	Not started	Started	On-going	Nearly completed	Completed
Progress Marker not applicable to current context	Nothing in place	Planning begun	Planning completed and implementation initiated	Implementation complete with gradual steps to processes becoming operational	Fully operational /Target achieved/ On-going with continued monitoring/Validated/Evidence Provided

Process 1: Bringing people together in the same space for action	
Progress Marker 1	Select / develop coordinating mechanisms at country level
Progress Marker 2	Coordinate internally and expand membership/engage with other actors for broader influence
Progress Marker 3	Engage within/ contribute to multi-stakeholder platform (MSP)
Progress Marker 4	Track, report and critically reflect on own contributions and accomplishments
Progress Marker 5	Sustain political impact of the multi-stakeholder platform
Process 2: Ensuring a coherent policy and legal framework	
Progress Marker 1	Continuously analyse existing nutrition-relevant policies and legislations
Progress Marker 2	Continuously engage in advocacy to influence the development, update and dissemination of relevant policy and legal frameworks
Progress Marker 3	Develop or update coherent policies and legal frameworks through coordinated and harmonised in-country stakeholders efforts
Progress Marker 4	Operationalise / enforce the legal frameworks
Progress Marker 5	Track and report for learning and sustaining the policy and legislation impact
Process 3: Aligning actions around a Common Results Framework (CRF)	
Progress Marker 1	Align existing actions around national nutrition targets/policies
Progress Marker 2	Translate policy and legal frameworks into actionable Common Results Framework (CRF) for scaling up nutrition
Progress Marker 3	Organise and implement annual priorities as per the Common Results Framework
Progress Marker 4	Jointly monitor priority actions as per Common Results Framework
Progress Marker 5	Evaluate implementation of actions to understand, achieve and sustain nutrition impact
Process 4: Financial tracking and resource mobilisation	
Progress Marker 1	Cost and assess financial feasibility
Progress Marker 2	Track and report on financing for nutrition
Progress Marker 3	Scale up and align resources including addressing financial shortfalls
Progress Marker 4	Turn pledges into disbursements
Progress Marker 5	Ensure predictability of multi-year funding to sustain implementation results and nutrition impact

Facilitation Guide

Guidance for 2016 Joint-Assessment Exercise

The aim of the 2016 Joint-Assessment exercise is to assess progress of the country in between April 2015 and April 2016, and to help identify the country priorities for 2016-2017.

i. Organisation of the Joint-Assessment exercise

- The exercise is best undertaken during one of the regularly scheduled meetings of the national multi-stakeholder platform, and by bringing together relevant in-country stakeholders working to scale up nutrition.

ii. Completion of the 2016 Reporting Template

Process and details of the Joint-Assessment Exercise

- Complete the details of the Joint-Assessment Exercise on Page. 1 of the 2016 Reporting Template

For each Progress Marker (PM)

- Consider the narrative and scores provided for each PM of the Self-Assessment 2015 (if undertaken) as the reference point for the Joint-Assessment 2016. *(If required, please contact the SUN Movement Secretariat to receive a copy of the country's 2015 Self-Assessment)*
- The plotting of the 2015 scores on the spider webs for each PROCESS can facilitate the visual understanding of country progress towards the four processes and enhance the effectiveness of the Joint-Assessment 2016 exercise (Attachment: POSTER of the FOUR PROCESSES)
- Read carefully the definitions and the corresponding signs of each PM to facilitate the scoring during the exercise
- In this regard, discuss the new achievements of the past year (April 2015 – April 2016) and set the scores for each PM for the Joint-Assessment 2016
- Complete the 2016 Reporting Template for each PM with the **FINAL PLATFORM SCORE** and the relevant **ACTIVITIES / INTERVENTIONS UNDERLIE EACH SCORING**. Be precise (spell out acronyms, give dates on key events)
- **IMPORTANT:** Provide relevant documentation as evidence to support the score of each PM

For each Process

- Elaborate and detail the key contributions of each stakeholder to each PROCESS (1,2, 3 and 4)
- Provide information on the progress achieved over the past year (April 2015 – April 2016) with relevance to each PROCESS (1,2, 3 and 4)
- For guiding definitions when reviewing PROCESS 3, please refer to ANNEX 4 of the 2016 Reporting Template

Details of Participants

- Complete the details of the members participating in the Joint-Assessment 2016 exercise in (ANNEX 1 of the 2016 Reporting Template)

2016 Focus Questions

- Complete the 2016 Focus Questions to help the SUN Movement Secretariat and SUN Networks better focus their support and facilitate Movement wide sharing and learning (ANNEX 2 of the 2016 Reporting Template)

Common Priorities Emerging from the Joint-Assessment for 2016 – 2017

- Based on the results of the Joint-Assessment 2016 exercise, identify and provide a maximum of 4 priority areas to be progressed for the next year (2016 - 2017)
- Complete the table Common Priorities for 2016 – 2017 in ANNEX 3 of the 2016 Reporting Template, which provides an overview of services available to support SUN Countries in achieving their national nutrition priorities in 2016-17.

iii. Validation and Sharing with SUN Movement Secretariat

- Upon completion, the 2016 Reporting Template is validated by all the stakeholders
- The final validated report with all relevant documents are then shared with SUN Movement Secretariat (deadline: 31 May) for inclusion in the Annual Progress Report of the SUN Movement for 2016

The data and documentation provided during the 2016 Joint-Assessment exercise will be used for further analysis and dissemination within the SUN Movement to support sharing and learning within SUN Countries. Please indicate if the shared documents cannot be featured on the SUN Movement website.