



Organising a Resource Mobilisation Roundtable Event to Scale up Nutrition at the Country Level

A growing number of countries have joined the Scaling Up Nutrition (SUN) Movement and its vision for a world free from malnutrition in all its forms, as outlined in the [SUN Movement Strategy and Roadmap \(2016–2020\)](#). As part of this vision, many countries in the SUN Movement have developed, adopted and costed a multisectoral nutrition plan (MSNP). For the MSNPs to be successful, countries must secure the required resources to implement activities at the proposed scale and coverage to achieve the set targets. These targets should be part of a country's larger development agenda and its efforts to achieve the Sustainable Development Goals (SDGs) to gain the political recognition and support needed to secure the required resources. Resource mobilisation (RM) to scale up multisectoral action for nutrition is a broad process requiring the contribution of various sectors and a diversity of stakeholders, including external partners, considering cost-effectiveness and demonstrated evidence for impactful nutrition actions.

Roundtable (RT) events for nutrition are one endeavour within the broader ongoing RM process. As of February 2020, 14 countries in the SUN Movement had shared plans to hold a national resource mobilisation event for nutrition—referred to hereafter as resource mobilisation roundtables (RM RT).¹ This roadmap is intended to help with the planning of RM RTs at the country level and is based on the experience of a few SUN countries along with anecdotal experience from several focal points and other country representatives. The steps may vary depending on the local country context, experience, timelines and processes. Additionally, the decision-making and organising structures described herein will also vary depending on how local and sectoral governments are organised and how any existing high-level nutrition governance bodies are arranged and led in the country.

This roadmap is intended for SUN country focal points and members of country multi-stakeholder platforms (MSPs) who are planning and preparing an RM RT as one important activity in the process of mobilising resources for the implementation of their MSNPs. The sections below describe what needs to be in place before hosting an RM RT and outline key steps for hosting a successful event to support SUN countries in carrying forward these critical efforts.

¹ SUN Movement. *Supporting SUN Countries' 2020 National Resource Mobilization Events* [briefing document]. 2020. Unpublished.

What is resource mobilisation for nutrition?

Resource mobilisation for nutrition refers to the process of raising and leveraging financial and nonfinancial resources, domestic public funding and funding from external partners to support the implementation of the interventions and activities detailed in the MSNP (at national and subnational levels). RM is a long-term and collaborative process.

Common steps in the resource mobilisation process include:²

- Identifying resource partners.
- Engaging for policy, practice and behaviour change.
- Negotiating for commitments.
- Managing and reporting.
- Communicating results for trust, visibility and accountability.

Advocacy plays a critical role throughout the broader RM process at the point of engagement with resource partners to influence policy, practice or behaviour change and when communicating results, to foster trust and accountability from these partners. The MQSUN+ guidance on '[Resource mobilisation for scaling up nutrition: Advocacy tools and resources for country action](#)' details how advocacy can support RM efforts more broadly.

What is the purpose of a resource mobilisation roundtable?

Within the broader process of RM, RM RTs are important high-level moments where nutrition can be elevated as a national political priority for sustainable development. These RM RTs are a crucial opportunity to ensure alignment with the MSNP, seek commitments, mobilise the resources necessary for the implementation of the MSNP and increase the coverage of concrete nutrition-specific and nutrition-sensitive interventions delivered by multiple government sectors and partners—ultimately leading to improved nutrition.

RM RTs are also an excellent opportunity for all involved to state nutrition commitments publicly and formally, and hence, make commitments transparent. Furthermore, it can set the stage to track commitments and establish a mechanism to hold partners accountable for their intended contributions.

It is important to note that, whilst RM RTs are critical events, they are only one activity in a much broader and longer-term RM process. The negotiations and eventual commitments that are on display at an RT event result from the thorough and continuous engagement of all stakeholders to provide the resources required to implement the MSNP at the expected scale.

The overall goal of the resource mobilisation roundtable:

Support the longer-term process of mobilising resources for adequate funding and the full implementation of a country's costed MSNP.

² Development Connect. *How to Approach Resource Mobilization—Key Steps*, 2017. <https://developmentconnectltd.com/786/approach-resource-mobilisation-key-steps/>. Accessed 01 July 2020.

Specific objectives for the resource mobilisation roundtable:

- Share the government’s vision for nutrition, as laid out in the MSNP, and demonstrate its importance and the government’s commitment to its implementation.
- Secure the engagement and buy-in of all sectors and development partners for the implementation of the MSNP.
- Ensure resource commitments for the implementation of the MSNP.

Who should be involved?

The planning of an RM RT event is a collaborative process that involves a wide range of stakeholders.

The roundtable should be led and championed by the government, which would be represented by the SUN Steering or Coordination Committee, supported by its Secretariat and working groups. The country context will dictate the organising group, but it should be at a high political level, such as the Prime Minister’s or Presidential Office, to signify the national leadership’s commitment to improving nutrition in the country, which will serve as a stepping stone to attract external funding. Active government leadership and inclusion of all sectors involved in the MSNP is critical to ensure partner buy-in for supporting and funding the MSNP. This also reinforces the message that it is a multisectoral, multi-stakeholder and concerted approach to address nutrition.

Existing high-level nutrition governing bodies should be involved from the outset. Multilateral and bilateral partners—including the United Nations (UN), donors and international nongovernmental organisations (INGOs), who may already be engaged in nutrition and are members of the MSP or may otherwise be supporting nutrition more indirectly or through a range of development initiatives—should also be included in the discussions and negotiations in preparation for the RM RT. For instance, civil society organisations and the media have a key role to play to hold decision-makers accountable for their commitments to nutrition. The private sector should also be engaged as feasible, given its ability to transform food production and distribution, and outside of the food industry, to invest in better nutrition for a healthier and more productive workforce.³ Overall, the full inclusion of all possible stakeholders is important to seek alignment, leverage and mobilise new resources for the MSNP.

What needs to be in place before planning a resource mobilisation roundtable?

Before beginning formal preparations for the RT event, it is vital to ensure that there is both adequate information and political leadership. A country’s **multisectoral nutrition plan or strategy** is a prerequisite and serves as the basis for the RM RT to align and mobilise commitments to the country’s agreed priorities for nutrition. Having an **advocacy strategy** aligned to the MSNP can also support a successful RM RT given the critical role of advocacy throughout broader RM efforts. Conducting a **costing** estimation of each activity in the MSNP as well as a **financial gap analysis** to document the financial shortfall is essential to inform RM efforts. **Box 1** provides further details on these key components.

³ For a detailed analysis of why to invest in nutrition and the role of the private sector, see Wellesley L. et al. *The Business Case for Investment in Nutrition* [Chatham House Report]. London: The Royal Institute of International Affairs; 2020. <https://www.chathamhouse.org/sites/default/files/07-08-business-case-investment-nutrition-wellesley-et-al.pdf>.

Box 1. Key milestones prior to planning a resource mobilisation roundtable

Multisectoral nutrition plan (MSNP): An MSNP brings all sectors together under the government’s leadership to agree and commit to a plan, targets and approaches to alleviate malnutrition in the country. Having a clearly defined MSNP agreed by key sectors and with a high-level endorsement should serve as the basis for the RM RT.

MSNP advocacy strategy: Given the critical role of advocacy in the broader RM process, having an advocacy strategy in place to inform broader RM efforts and the RM RT is beneficial. Whilst an RM RT can be hosted without an advocacy strategy, this is a recommended step to support informed and effective RM efforts. The MQSUN+ guidance on [‘Resource mobilisation for scaling up nutrition: Advocacy tools and resources for country action’](#) details how advocacy can support the broader RM efforts.

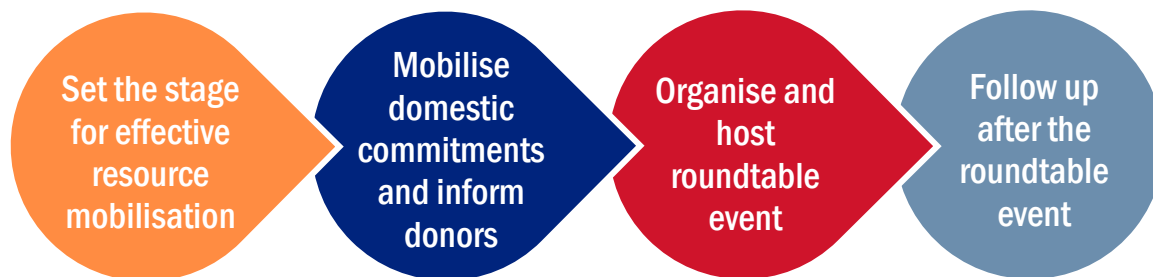
MSNP cost estimation: Calculating the costs of each activity in the MSNP is critical for informing the RM actions. Consensus on the methodology, and engagement from all relevant sectors, is important to avoid objections over the results, which would jeopardise the implementation of the MSNP and the RM process. The MQSUN+ guidance note on [Approaches for Nutrition Costing and Financial Tracking in SUN Countries](#) outlines various tools and methods for costing nutrition-related activities.

Financial gap analysis: The financial gap indicates the difference between available financing (from government and external partners) and programme financial requirements (e.g. the cost estimation of the plan). Analysing and documenting the MSNP funding gap will support the government and its partners to better plan budgets and prioritise key nutrition activities that need to be funded, advocate for additional funding and increase accountability of expenditures on nutrition. The MQSUN+ [Financial Gap Analysis Tool and Guidance](#) can be used to support this exercise.

What are the key steps for organising a roundtable event?

This roadmap note describes the key steps for organising and planning an RM RT event (**Figure 1**).

Figure 1. Key steps for organising and planning a resource mobilisation roundtable event.



The RT should be organised at a time that is aligned with the national agenda. In this regard, it is also important to ensure that nutrition is embedded into the national development planning cycles and aligns to the national budget cycles, annual or periodic plans, such as five-year cycles, budgetary discussions, investment plan reviews, as well as national key events related to nutrition. It is important to note that planning for an RM RT, from the time of initial RM planning to follow-up after the event, is a lengthy process. It can take anywhere from **6 to 18 months** in total, where about three-quarters of the time might need to be allocated for the preparations and planning, and one-quarter to conduct the RM RT and immediate follow-up. However, the RM is a process and requires a longer-term follow-up and action, which is to be seen in conjunction with the MSNP’s implementation and its timelines. In addition to the steps outlined below, the webinar hosted by the SUN Movement Secretariat on [Organising a Roundtable for Resource Mobilisation](#), drawing on experience from Côte d’Ivoire, may provide additional useful background.

Set the stage
for effective
resource
mobilisation

This key step should begin as soon as it is agreed to have a roundtable event, or **at least 8 to 12 months before the event**. This involves leveraging the multisectoral planning process and existing structures to set the stage for organising a successful resource mobilisation roundtable. Some components of this key step may happen in conjunction with the domestic resource mobilisation and donor engagement described in the subsequent section.

① **Leverage and sustain existing high-level governance structures** beyond nutrition planning to support the resource mobilisation process.

Bringing the country's nutrition leadership, including multisectoral and sectoral leadership, together throughout the process will demonstrate to development partners that nutrition is a national priority. Any existing high-level nutrition governance structure, such as the country's SUN Steering Committee and its Coordination Committee should be involved from the outset. This would be supported by the SUN Secretariat and the technical working groups and stakeholder platforms, such as the SUN Donor Network, SUN Business Network, SUN Civil Society Network and UN [Nutrition] Network. These groups would continue their functions beyond the development of the MSNP to help facilitate and coordinate the RM RT as an important activity in the process of scaling up nutrition. Communicating and emphasising the political leadership's commitment at each step of the process will reaffirm that the RT is part of a national process to prioritise nutrition.

② **Consider the broader resource mobilisation planning** to update existing information, redefine the overall resource mobilisation requirements if need be and identify potential funding and partners.

If the RM RT is not directly following the financial gap analysis exercise, **resource availabilities and actual needs might need to be updated in preparation for the RM RT**. Similarly, the MSP and the list of its members should be updated, and potentially new partners could be identified and added. If seen as useful, a funding landscape could be developed in preparation for the RM RT.

Over the recent years, a number of SUN countries have also conducted a national budget analysis. Such information supports the preparations of facts and figures required for an effective RM RT event enormously.

Resources:

- Examples of comprehensive stakeholder, interventions and situation mapping from [Côte d'Ivoire and Burkina Faso](#) and an in-depth report from [Kenya](#) are available.
- Examples of budget analysis. Though detailed country reports were prepared, they are not published. However, the [budget analysis guidance note](#) and [supplemental guidance](#) as well as the [stocktaking brief on the SUN budget analysis exercise 2012-2020](#) provide good orientation on the subject. In addition, [snapshots of countries' nutrition budget tracking](#) are available.

If a broader plan is not in place for resource mobilisation, it also may be beneficial to consider developing an advocacy strategy for resource mobilisation to support a sustained and longer-term approach to RM, beyond an RM RT alone. See the MQSUN+ guidance on '[Resource mobilisation for scaling up nutrition: Advocacy tools and resources for country action](#)'.

③ **Establish an Organising Committee for the roundtable event** to manage coordination amongst partners, logistics of the roundtable and technical content. The Organising Committee will decide on objectives, priorities, partner roles (including MSPs) and timing for the resource mobilisation roundtable.

The governance arrangements responsible for preparing the RT should consist of the Organising Committee, supported by a Secretariat and a Technical Committee. This should be established by a high-level authority of the government, which overlooks nutrition, e.g. the SUN Steering or Coordination Committee. Its establishment should be announced by the authority as a step to mobilise resources for implementing the MSNP.

The main role of the Organising Committee is to coordinate all activities related to the preparation, organisation, evaluation and follow-up of the event.

The committee should be multisectoral, with representatives from the various ministries involved in nutrition work and key subnational representatives. Representatives of the SUN Movement MSP should be represented as well. They are important partners for nutrition in general, from planning to implementation to monitoring and evaluation, and play a role in supporting the preparation of the event as well as its follow-up, including follow-up of commitments, which can also be done as a kind of self-evaluation if wide membership is ensured.

④ **Draft and share concept note for the event** to formalise and announce the event at an early stage. It sends the signal that there is an action taken to implement the MSNP and that the momentum exists for nutrition in the country's development agenda.

The concept note should be shared widely with the MSP and SUN network representatives to raise awareness of the process, not just the event, and be endorsed and sent by a figure of authority, such as the SUN Steering Committee. This is a manifestation of the government taking action to implement the MSNP and should be publicised as such.

Resource:

- See example [concept note from Côte d'Ivoire](#).

⑤ **Consult with the highest-level policymakers** to ensure leadership, representation and contributions at the highest level and that all are on board with the messages and the format of the roundtable.

This step would include conducting small meetings with key partners and donors to agree on the chair of the process and the event and discuss the RM RT outline, the focus, contributions and representations, etc.

The RM RT should preferably be chaired by the highest political body of the country, such as the prime minister or president, or a senior representative. Presentations by ministers—including the Minister of Finance, Minister of Planning and Development, and other contributing sectoral ministers or designated deputy ministers, representatives of subnational government structures, parliamentarians and country representatives of the external development partners (donors, UN and INGOs) should be ensured. Consultation with the UN Residence Coordinator and their office is highly recommended, in addition to consultation with different UN country representatives for briefing and seeking their inputs and support to the upcoming event.

⑥ **Prepare resource and advocacy materials** to support communication and engagement with government and partners for resource mobilisation in a multisectoral collaboration context.

Once the key and updated RM needs and partners are identified, **resource and advocacy materials** should be drafted to facilitate engagement of resource partners on specific aspects of the MSNP that they may be best suited to fund or align their activities to. In this step, it is important to prepare the executive summary of the MSNP (high level), the common results framework and targets, sectoral responsibilities and perspectives, as well as information on the cost commitments and the funding situation, gaps and priorities for required additional funding.

Sectoral or programme briefs, which break down the complex MSNP into clearly described concrete projects and proposed budgets, are a useful approach to communicate these details. Refer to:

- [Côte d'Ivoire's 20 project sheets](#)
- [Kenya's Makueni County Nutrition Investment Case](#)

Nonfinancial commitments to be presented might include such things as technical assistance (such as supporting the development of guidelines, training or acting as a convenor) or assets, such as equipment, supplies or intellectual property, which might not be stated as pledges in real terms.

Note: Development and updating of these resources will likely happen on an ongoing basis to incorporate information on domestic commitments and partner interests (informed in part by the next section).

Mobilise domestic commitments and inform donors

National governments are ultimately responsible to tackle developmental challenges, including malnutrition, effectively. This requires substantial domestic commitments that go beyond what is allocated currently by SUN countries. Increasing domestic resources is key to showcase countries' commitments to nutrition, and this increases the likeliness for donors to in turn commit to nutrition and align their funding.

It is critical to try to mobilise and secure domestic financial commitments and advisable to inform donors and external partners in advance so that they can prepare to state their commitments and pledges at the event itself if they have not already done so ahead of time. If well prepared, the event can focus on highlighting nutrition as a key priority, accentuating political and financial commitments and acknowledging and celebrating final pledges.

Domestic resource mobilisation should begin immediately following the costing and financial gap analysis exercises (part of setting the stage) and may happen concurrently with the roundtable event preparations. This key step could start any time after the financial gap analysis, or **eight months prior** to the roundtable. However, it should be completed at least three months before the roundtable event.

① **Mobilise domestic resource commitments** to demonstrate the government's commitments to nutrition and foster 'funder' buy-in.

This step includes engaging with high-level decision-makers and sectoral and subnational representatives to mobilise and demonstrate domestic financial contributions, which should include actual, already disbursed and planned contributions. It is important to ensure consensus and clear commitments (signing of budget plans).

The integration of nutrition into the national overarching development policies and investment plans, as well as the integration of nutrition into the related public sector's work and budget plans, makes it easier to be recognised and avail funding.

This step is often led by the country SUN focal point, or any experienced and dedicated person as assigned by the national SUN Steering Committee, in collaboration with sectoral focal persons, representatives of planning and development and possibly the Ministry of Finance or subnational representatives. The funding status and domestic commitments would need to be incorporated into the RM advocacy material and be presented at the event. **This requires close coordination with the Organising Committee to allow for the appropriate incorporation and presentation of domestic commitments in the resource materials as well as materials for the event.**

② Continue informing and engaging partners to maintain interest and secure future commitments.

In principle, partners have been involved in developing the MSNP all the way through to its approval. This starts the next phase of their involvement—negotiating their commitments and resources for implementation, both financial and nonfinancial. It may include meetings with donors and other partners to discuss *alignment* and *harmonisation*, such as how the MSNP matches with their planning cycles, and to get their endorsements and tentative commitments prior to the RT event.

Throughout the partners' engagement step, it is important to ensure all partners are on board. Partners supporting the national development agenda, e.g. national development plans, are a group that might require additional attention to get engaged and to leverage additional resources from.

In this phase, it is important to share and discuss the developed resource materials (as presented in the 'Set the stage' section). This step also includes listening and taking on board the partners' priorities, concerns, questions and constraints; ensuring consensus; and updating the resource materials as needed based on partners' feedback.

Throughout the process, and for engaging partners in particular, solid leadership and negotiation capacities/skills are essential.

Resources:

- Advocacy briefs for specific partners with a clear call to action: [Ethiopia call to action briefs for development partners, government officials, CSOs, the media and the private sector](#).

③ Organise small-scale meetings with donors to pave the way for the negotiations at the resource mobilisation roundtable, as per the agenda, and the expected commitments so donors can come prepared to the roundtable.

The meetings are an opportunity to show donors how the government is committed to the MSNP and how keen they are to work with partners at the national level. External funding will more likely be secured if domestic funding is in place. This is also a good time to share the consolidated resource material to further test interest and discuss potential changes and support.

The functioning MSP, including the SUN Donor Network, the UN [Nutrition] Network or the SUN Civil Society Network, can be leveraged for convening these meetings.

Additionally, informal bilateral meetings can also be held throughout this time. If there is an existing partners' group in the country that holds ongoing meetings (such as a group of technical and financial partners), these could be leveraged for this purpose.

Organise and host the roundtable event

Initial logistics planning should begin as soon as possible after it is agreed to hold the roundtable event, and additional logistics planning will continue right up until the event is held. The event itself may happen over one or more days.

① Contact potential speakers for the roundtable to secure key speakers from each sector and get commitments on who will represent the government as well as partners.

As a follow-up, this step should include briefing all the speakers and making sure they are clear about the focus of the RT, the role of their ministry or organisation in the MSNP, their planned and committed contributions, as well as the gap in their intended sectoral contribution and the time slot they are allocated for their presentation.

② Draft a detailed agenda to give participants a clear outline of what will happen at the event and who will lead, speak and facilitate.

Developing the agenda should be a consultative process, with the Organising Committee taking the lead and ensuring that drafts of the agenda are circulated to all stakeholders and their comments incorporated.

The agenda could include:

- An opening ceremony chaired by a high national authority and highlights of the status of nutrition and the related political commitment.
- Making the case for nutrition with priorities of MSNP, resources committed and planned, gaps, project notes and government commitments and statement for MSNP.
- Discussions and negotiations, with speeches from key stakeholders.
- The RT statement signing and sharing.
- A social event for informal discussions.

Resources:

- See example [Côte d'Ivoire Roundtable Agenda September 15–16, 2016](#).

③ Plan the logistics to ensure smooth operation of the roundtable event by planning for all moving parts, people and programmes.

The steps for this include the following:

- Book the venue.
- Draft invitation list.
- Send a save-the-date.
- Book a photographer.
- Send invitations and background documents.
- Send media advisory and invitation to the opening.
- Plan meeting space, seating, meals, refreshments and snacks and travel arrangements (accommodation, transportation, etc.), as needed.

The invitation list should be as inclusive as possible—all development partners, all sectors and all potential sources of funding, both traditional and innovative.

Media invitations and follow-up should be sent by the press office of the high authority.

④ **Prepare, review and agree on all content** to ensure the structure, flow, key decisions and content for presentations are available and approved.

This step includes **preparing presentations** to have clear, concise and captivating content for each presenter, including objectives of each presentation and desired learning and other outcomes for each session. This is very context specific and requires a local and operational aspect to be in place to ensure the presentations are specific to the local MSNP and focus on the nutrition priorities, available and required resources, gaps, and additional commitments and priority needs of the country.

As well, **preparing a draft of the RT statement** is important to share a declaration and commitment by resource partners to improve nutrition and how they plan to do so. This statement, together with the government statement, are to be widely shared with the media and all partners. The RT statement is drafted in advance and then finalised and signed during the RT event. The statements should be drafted as much as possible in advance, based on the preliminary discussions held with partners, and finalised during the event, with signing by each partner (as scheduled in the agenda). See the [declaration by the government of Côte d'Ivoire on nutrition](#) made at the end of the country's RM RT.

The Organising Committee should work with presenters and facilitators to review and agree on all the content to be presented and documentation to be distributed during the event. This should be done in close cooperation with the SUN coordinator and nominated chair of the event.

⑤ **Convene face-to-face meetings with all facilitators and speakers** to meet with the facilitators throughout the event to take stock of how it is proceeding and adapt the agenda as needed.

Part of this step is to review the agenda for each session in order to clarify roles, timings, who does introductions and transitions between speakers.

This step is important to avoid overlap and repetition of content and ensure timing is right.

⑥ **Plan the communication strategically** to keep all partners involved in the communication about the event and leverage their networks.

The RT is a highly public event, where the long, previous discussions with donors come to fruition. It should be a highly visible and anticipated event. Consider preparing the following:

- Press release from the office of the highest authority.
- Statement from the government on its commitment to nutrition.
- Media pack and press briefing.
- Draft resource partners' statement.
- Dedicated website or web pages.
- Short video emphasising the importance of nutrition.
- Social media plan with sample messages, tiles, partner handles and hashtags.

Resources:

- [Global Panel on Agriculture and Food Systems for Nutrition. Cost of Malnutrition Technical Brief Social Media Toolkit](#)
- [Nutrition International. Digital Engagement Toolkit. 'With Good Nutrition She'll Grow Into It'](#)
- [UN Food and Agriculture Organization press release: 'Nutrition roundtable: The funding strategies for the 2016–2020 national multisectoral nutrition plan are bearing fruit'](#)

⑦ Conduct the resource mobilisation roundtable event over one or more days.

Building on the preparations for the event, key points to consider in the immediate lead-up and during the event include the following:

- Check until the last moment that the high-level government speaker(s) will be able to take part at the agreed time (opening).
- Ensure that all logistics are in place.
- Revise the agenda as frequently as needed to adjust for timing and consider participants' inputs and ensure that the agenda and intended flow of the RT is systematically followed.
- Consider live-tweeting or streaming the event.

It is important to **ensure detailed notes are taken** for each session so that statements and accurate minutes can be drafted for circulation after the event.

Also critical is **finalising and signing the RT statement**. The RT statement is drafted in advance and then finalised and signed at the end of the RT event. The signing of the statement is also an opportunity for photographs and strong media attention. If it is not possible to finalise and sign the statement during the event, it can be formalised during follow-up and signed by all key partners after they have had a chance to review and agree with their respective organisations.

Resources:

- See the [declaration by the government of Côte d'Ivoire on nutrition](#), made at the end of the country's RM RT.
- Example of the N4G Summit 2013 in London Commitments ([Global Nutrition for Growth Compact](#)) and the [2017 Global Nutrition Summit in Milan](#)..

Follow up after the roundtable

Following the roundtable event, immediate and continued follow-up is critical. Ongoing tracking and periodic progress reporting may last for several months or longer, as needed. It is advisable to integrate a regular follow-up as part of the resource tracking into the management actions of the MSNP implementation. The outcomes of the steps below are important to provide the information that is required to continue efforts to raise required funds until nutritional targets set in the MSNP are achieved.

① **Share the key outcomes and statements** to foster accountability: the roundtable statement is the one visible and immediate outcome of the roundtable and a document that commits the signatories to action.

This would include to:

- Prepare the meeting minutes with clear statements of actions, responsibilities, commitments and actions to follow up.
- Publish statements on commitments and share widely to all parties represented at the event as well as on relevant websites, including sending to all MSP and SUN networks.
- Share with civil society organisations' platforms.
- Share statement with media.

② **Prepare documentation and follow up with participants** to maintain momentum with the participants and to move forward with resource mobilisation for nutrition.

This would include to:

- Summarise key takeaways, in addition to the statements published.
- Prepare and agree on the next steps.
- Finalise minutes for circulation.
- Follow up to reconfirm commitment details and timelines with stakeholders through informal and/or regular meetings and bilateral consultations.

③ **Update the scope of the Organising Committee to become a 'Financial Follow-up Committee'** to ensure the follow-up of pledges and stated commitments.

The Organising Committee should convert into a 'Follow-up Committee', consisting of representatives of the government and MSP members, assisted by the Secretariat and Technical Committee. A broad membership, including nongovernmental actors and donors, would also lead to a kind of self-evaluation and will enhance transparency and trust.

The responsibilities would include to:

- Follow up on domestic commitments to ensure allocations and releases, and coordinate with the Ministry of Finance as well as the sectoral ministries.
- Follow up with partners to confirm and specify their pledges and obtain confirmation and timelines.
- Conduct periodic progress meetings.
- Monitor the commitments with the aim to measure the impact of the RM RT efforts. This should be done in close coordination and, where foreseen, under the MSNP monitoring and evaluation (M&E) framework, in an integrated manner.
- Follow up and monitor media coverage on nutrition resourcing.

④ Establish a commitment tracking system to follow up, track commitments and maintain accountability.

Tracking can be done through the national financial tracking system for nutrition if established.

This would include to:

- Ensure the establishment of a financial tracking system, which would automatically capture the allocated and released donor's on-budget support to nutrition.
- In addition to the financial tracking system, set up a system to track the financial off-budget support and other forms of commitments. This could be integrated into the MSNP M&E system or a separate but light commitment tracking system.
- Update annual financial budget analysis to keep track of progress or available resources and update the financial gaps accordingly.

If the setup of a system to track financial commitments is not possible, then the information could be collected through studies, the first one to be done about six months after the RT event.

⑤ Conduct periodic bilateral progress report meetings

Overall, all commitments made at the RT should be incorporated and tracked by the MSNP's M&E system. Progress on commitments and implementation should regularly be presented to the SUN Steering Committee, possibly through as a recurrent, standing agenda item at the Steering Committee meetings, and progress should also be shared at the MSP and relevant platforms for their action.

This step would include communicating the status of financial commitments, allocations, expenditures and related target achievements to the MSNP Steering Committee and partners.

⑥ Ensure follow-up through the advocacy work with the group leading the nutrition advocacy actions to ensure that actions are integrated into the workplan and are implemented accordingly.

This could become a responsibility of the Advocacy and Communication technical working group that is established under the national SUN Secretariat or Steering Committee, or as per the advocacy strategy.

The Advocacy and Communication working group should regularly coordinate and seek updates from the M&E working group and be endorsed by the SUN Steering Committee. It should also prepare respective publications and share updates through the relevant platforms, report observed shortfalls in gathering promised commitments back to the M&E and technical working group and agree on mitigating actions.

About MQSUN+

MQSUN+ provides technical assistance and knowledge services to the UK Government's Foreign, Commonwealth and Development Office (FCDO) and the Scaling Up Nutrition Movement Secretariat (SMS) in support of pro-poor programmes in nutrition. MQSUN+ services are resourced by a consortium of five nonstate organisations leading in the field of nutrition.

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