I. Welcome and introduction
Ms. Cecilia Roselli (ICVA) and Mr. Andrea De Domenico (OCHA)

II. Panel Discussion: Country-based Pooled Funds (CBPFs) and their alignment to the Humanitarian Programme Cycle (HPC) (approx. 60 minutes)
Speakers: Mr. Andrew Wyllie (OCHA) and NGO representative (tbc)
Discussion – Guiding Questions:
- What does aligning CBPFs to the Humanitarian Programme Cycle mean in practice for NGOs on the ground? How does this relate to the Humanitarian Needs Overview and the Strategic Response Plans?
- How do NGOs see their role in the governance boards of CBPFs and how does that link into the Humanitarian Programme Cycle?
- How can OCHA support and strengthen NGO participation in those structures?

Outcomes: shared knowledge and understanding of the HPC, its instruments and the role of CBPFs within the HPC; increased understanding of NGOs and OCHA roles in the Humanitarian Country Teams and governance of CBPFs; feedback on NGOs’ experiences with the HPC and its interaction with CBPFs; action points agreed on how to strengthen the cooperation; increased understanding of each other’s needs and requirements.

III. Presentation of the findings of OCHA and ICVA commissioned studies and discussion about possible implications for CBPFs (approx. 90 minutes)
Study: Improving funding for front-line responders: opportunities and options for pooled humanitarian funds.
Speakers: Introduction by Mr. Juan Chaves (OCHA), presentation by Ms. Lydia Poole (author, tbc)
Discussion – Guiding Questions:
- What do the findings and recommendations mean for CBPFs and NGOs?
- What can the Platform contribute to find a way forwards?

Outcome: Shared information; discussion of implications for CBPFs and the Platform; shared agreement on how to move forward.

Coffee break (approx. 20 minutes)
Study: Review of approaches to partner capacity assessment for humanitarian financing – a case for harmonization?

Speakers: Introduction by Ms. Cecilia Roselli (ICVA) and Mr. Thomas Lewinsky (author, tbc)

Discussion – Guiding Questions:
- What do the findings and recommendations mean for CBPFs and NGOs?
- What are relevant findings for increasing access of NGOs to CBPFs?
- What can the Platform contribute to find a way forward?

Outcome: Shared information; discussion of implications for CBPF and the Platform; shared agreement on how to move forward.

IV. AOB (approx. 45 minutes)

Update of the Platform on the status of the rollout of the CBPF guidelines, the training framework and feedback on first experiences (OCHA)

Outcome: Shared information; collecting feedback from NGOs on their experiences with the new CBPF guidelines; identified priority needs and requirements for training to inform the OCHA consultancy for the development of training materials to start in June 2015.

Upcoming meeting of the Poole Fund Working Group (PFWG) (ICVA)

Outcome: shared information; discussion of possible contributions of Platform to the upcoming PFWG.

Further continuation of the dialogue

Outcome: Identifying topics relevant for participants to the Platform for December meeting; seeking feedback on format of Platform.