

Platform's Advisory Group

Terms of Reference

Purpose

1. The Platform's Advisory Group (PAG) represents NGOs at the PFWG. The purpose of the PAG is to provide advice to the co-chairs on priorities and activities of the Platform, and to ensure adequate representation of NGOs in the main CBPF-related advisory body.

Background

2. Historically, NGOs have been represented in the two main CBPF-related forums: the Pooled Fund Working Group (PFWG) and the CBPFs-NGO Dialogue Platform.
3. According to the PFWG TORs, NGOs have three seats at the PFWG, in addition to those reserved for the Platform co-chair and for the co-chair of the IASC HFTT/HFWG¹.
4. In addition, during the 10th session of the CBPFs-NGO Dialogue Platform meeting held in Geneva in July 2018, NGO participants expressed the need for more continuity in communication and follow up of Platform objectives outside the twice-yearly meetings. This resulted in the establishment of a Core Group of NGOs committed to drive the work of the CBPFs-NGO Dialogue Platform forward throughout the year².
5. While NGOs actively engaged in both the PFWG and the CBPFs-NGO Dialogue Platform, inconsistent representation in the two forums limited the potential for engagement.
6. To solve this issue, membership of the Core Group was extended to NGOs sitting on the PFWG. In the initial phase and to ensure proper set-up and transition to its final format, the Core Group had an enlarged representation of nine NGOs³.
7. In light of the modified membership and functioning of the CBPFs-NGO Dialogue Platform, and after this initial set-up phase, NGOs have agreed to formally merge the two groups to form the Platform's Advisory Group (PAG).

Main objectives

8. The main objectives of the PAG and the roles and responsibilities of its members are:
 - i. To act as the main advisory organ to the NGO co-chair of the CBPFs-NGO Dialogue Platform on priorities and activities.
 - ii. To follow up on actions agreed at meetings of the CBPFs-NGO Dialogue Platform and/or the PFWG, and to ensure continuity in communication between NGOs and OCHA.
 - iii. To support the NGO co-chair in their regular engagement with OCHA, including the resolution of identified issues.
 - iv. To support the NGO co-chair to reach out to CBPFs-NGO Dialogue Platform members in a consultative manner, as necessary, and timely organise CBPFs-NGO Dialogue Platform meetings.
 - v. To ensure adequate representation of NGOs at the PFWG, including participation in preparatory meetings and elaboration of key messages and common positions.
 - vi. To potentially lead on specific tasks agreed by the group.

Membership and functioning

9. The PAG comprises six NGOs:

¹ Current NGO participation in the PFWG is as follows: ICVA (as the co-chair of the IASC Humanitarian Financing Task Team, now Humanitarian Financing Results Group); NRC (as co-chair of the CBPFs-NGO Dialogue Platform); ARDD Jordan (through ICVA selection in January 2018 for a two-year period); Trocaire (through ICVA selection in January 2018 for a two-year period); and Save the Children (through ICVA selection in January 2018 for a two-year period).

² The Core Group consisted of a maximum of five NGO representatives actively participating in the CBPFs-NGO Dialogue Platform that joined the group on a voluntary and individual basis on the basis of criteria collectively agreed upon. The NGO co-chairing the Platform is automatically included as a member of the Core Group. In 2020, Core Group composition was: NRC (as co-chair of the CBPFs-NGO Dialogue Platform); Oxfam (as previous co-chair of the Platform); IRC; Welthungerhilfe; Africa Development Aid.

³ These included the four NGOs sitting on the PFWG; the four NGOs comprising the Core Group; and the NGO co-chair of the CBPFs-NGO Dialogue Platform.

- i. The NGO co-chair of the IASC Humanitarian Financing Results Group or, alternatively (in case of exclusive UN co-chairing), a representative from an NGO network with proven experience in humanitarian financing policy.
 - ii. The NGO co-chair of the CBPFs-NGO Dialogue Platform.
 - iii. Two national NGO representatives or two representatives from NNGO fora/networks.
 - iv. Two international NGO representatives, of which one is by default the outgoing NGO co-chair of the Platform, that remains a member of the PAG for the following two-year cycle.
10. Membership of the PAG is on a two-year cycle, and it is nominative⁴ and of a voluntary nature. Joining confers the responsibility on the members of attending the irregular meetings, participating in online discussions amongst group members, and contributing to the discussions at hand.
11. Should a member face obstacles in regularly contributing to/attending the PAG, it can vacate the position and a replacement will be found through an extraordinary call for volunteers.
12. The regular call for volunteers takes place at the last Platform meeting of the NGO co-chair, during the hand over to the new NGO co-chair. PAG members are selected by the CBPFs-NGO Dialogue Platform NGO co-chairs (incoming and outgoing) and the exiting core-group members for a period of two years (corresponding to the tenure of the NGO co-chair).
13. The following criteria apply during the selection process, especially if the number of volunteers exceeds the spots available in the PAG:

For international NGOs	For national NGOs
<ul style="list-style-type: none"> <i>i.</i> CBPFs recipient: <ul style="list-style-type: none"> a. Number of countries with active CBPF grants. b. Membership of one or more CBPF advisory boards. <i>ii.</i> Commitment of an individual for the full two-year period. <i>iii.</i> Previous / active experience and participation in CBPF fora. 	<ul style="list-style-type: none"> <i>i.</i> CBPF partner and recipient; and/or, <i>ii.</i> Representative of a network of NNGOs that includes CBPFs partners and recipients. <i>iii.</i> Membership of a CBPF advisory board. <i>iv.</i> Commitment of an individual for the full two-year period.

⁴ The NGO should nominate a staff member for the 2-year period (see point 13.ii)