

**WASH Roadmap (WRM)– September ExCom
Agenda and Minutes**



Date:	10th September 2024
Standard Time:	4:00 pm Geneva (GMT +1)
Duration:	52 Minutes

Attendees	Role/Initiative	Organisation
Iyanu Ojuawo	WRM Secretariat Officer	RedR UK
William Rogers-Tizard,	Head of WRM Secretariats	RedR UK
Robert Gensch	Initiative 1 ExCom Member	German Toilet Organization CAWST
Nicole Weber	Initiative 5 Co-lead Substitute	PRO-WASH & SCALE
Syed Yasir Ahmed	Initiative 6 ExCom Member	International Medical Corps (IMC)
Johannes Rueck	Initiative 7 ExCom Member	German WASH Network
Solène Pradat-Paz	Initiative 8 ExCom Member	French Water Partnership
Apologies	Role/Initiative	Organisation
Saeed RAHMAN	Initiative 2 ExCom Member	IMPACT, REACH
Baptiste Lecuyot	Initiative 3 ExCom Member	Solidarites International
Lauren D’Mellon Guyett	Initiative 4 ExCom Member	The London School of Hygiene & Tropical Medicine (LSHTM)
Michelle Farrington	Strategic Advisory Group (SAG) ExCom Member	Strategic Advisory Group (SAG)

<p>Vote on Initiative 8: FWP to manage initiative funding</p>	<p>The next vote focused on whether the French Water Partnership would manage the funding for Initiative 8.</p> <p>The vote concluded with 4 members voting in favour, 0 votes against, and abstentions from the secretariats and the representative of Initiative 8.</p>	<p>French Water Partnership will receive approved funding on behalf of Initiative 8.</p>
<p>Cairo Water Week</p>	<p>During the meeting, it was announced that Initiative 8 will be presenting at Cairo Water Week; Instead of organizing a single session focused solely on Initiative 8, the proposal was made to host a WASH RoadMap session, dividing the 1.5-hour slot between two or three initiatives. This approach would allow for showcasing how the initiatives function both as independent projects and in complementarity, contributing to the overall WASH RoadMap.</p> <p>Some leads expressed that while the timing might be short notice for in-person attendance, they were interested in contributing content for the presentation.</p> <p>Additionally, the option for the secretariats to fund a percentage of the session costs was proposed, pending ExCom approval and further discussions.</p>	<p>More conversations to be had bi-laterally. (Between Initiative 8 lead and interested initiatives.)</p>
<p>Quarterly Update Meeting Feedbacks</p>	<p>A brief update was given on the Quarterly initiative Update meetings. September Quarterly Meeting Report.pdf</p> <p>Initiative 1 - GTO Funding and Project Design Sprint The meeting confirmed GTO's nomination to receive allocated funding to support Initiative 1's next steps, including the project design sprint. GTO was to draft a rationale document for selecting Seecon as the sprint partner, emphasizing Seecon's expertise and experience. ExCom approval is required before subgrant agreements can be prepared. GTO will also complete due diligence and reference forms as part of the compliance process.</p> <p>Initiative 2 - Finalization of TORs and Project Workflow The Terms of Reference (TORs) for Initiative 2 were finalized and has been distributed. IMPACT developed selection criteria, guiding the review process, which will occur in two rounds. The Secretariat will manage funding and administrative tasks, while the Initiative 2 team will handle the technical aspects of the project.</p>	

	<p>Initiative 3 - Progress Updates. Significant progress was reported on Initiative 3, including the development of self-paced training modules in English and French, the piloting of face-to-face training in Mali and CAR, and the consolidation of toolkits. Challenges related to data management, harmonization of indicators, and stakeholder engagement were noted. The potential for presenting the AQA at Cairo Water Week was also discussed.</p> <p>Initiative 5 - Core Competencies and Engagement The core competencies will be hosted by the cluster, but updates are planned at this time. Discussions to integrate these competencies into the WASH Hub will be had during the WASH Hub design sprint. There has been limited engagement from other working groups, but efforts will be made to increase participation.</p> <p>Initiative 6 - Funding and Engagement Challenges If funding is approved, the next steps will include preparing TORs, subgrant agreements, completing due diligence, and reference forms. Engagement challenges were discussed, with the expectation that participation will increase once the funding decision is finalized.</p> <p>Initiative 8 - FWP Funding and Finalization of TORs During the meeting for Initiative 8, the Terms of Reference (TORs) were finalized, and sent out by the end of the week. It was confirmed that FWP will receive the funding on behalf of the initiative, pending ExCom approval. Once confirmed, the secretariats will send the subgrant agreement, due diligence form, and reference form to FWP. Additionally, the deadline for the tender process was set, along with the payment timeline.</p>	
<p>LEARN Project-Virtual Coffee Recap</p>	<p>LEARN Project Presentation, factsheet and virtual coffee video can be found here. There were 17 attendees at the session.</p> <p>The LEARN Project was presented to some members of the WRM, focusing on its goal to strengthen localized, multi-sectoral readiness and response to infectious disease outbreaks in humanitarian settings. The project, funded by USAID/BHA, spans five years (October 2023 - September 2028) and operates in 14 countries across Africa and the Middle East.</p> <p>Key objectives of the Project include building networks of local first responders (LFRs) and enhancing the technical and operational capacity of 80 local and national NGOs (LNNGOs) to improve infectious disease outbreak readiness. The project aims to strengthen coordination platforms, engage public health institutions, and contextualize tools for rapid response. Cohorts of LNNGOs will undergo a 24-month training cycle, with the first cohort currently focusing on Somalia and Mali.</p>	

New Members	<ol style="list-style-type: none">1. Willow Empowerment for Grassroots Development Foundation: has officially joined Initiative 6 and expressed interest in becoming involved with Initiative 7. Further discussions will be required with the initiative leads to exploring potential contributions and involvement from Willow Empowerment.2. AMRDO Pakistan (Potential): has expressed interest in joining the initiatives, with further discussions on their potential contributions scheduled to take place. These conversations will help clarify how AMRDO Pakistan can engage and contribute effectively to the initiatives moving forward.	
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Record of Actions/ Decisions:

Date	Type of actions/ decisions	Details	Status	Responsibility for Action	Expected deliverable	Deadline
10/09/2024	Send Subgrant agreements, due diligence forms and reference forms to Initiatives 1 and 8	The Secretariat is to send out Subgrant agreements due diligence forms and reference forms to Initiatives 1 and 8.	In progress	The Secretariat	Subgrant agreements, due diligence forms and reference forms.	Friday, 13 th September 2024`
10/09/2024	Set up a meeting between Initiative 7 and Willow	Set up a meeting between Initiative 7 Willow Empowerment for Grassroots Development Foundation	In progress	The Secretariat	Finalised Membership of Empowerment for Grassroots Development Foundation	Before the Next ExCom Meeting
10/09/2024	Meeting: Secretariats initiative 6 to finalised TORs and next steps for Project	The secretariat will schedule a call with Initiative 6 to discuss TORs and next steps Project.	In progress	The Secretariats and Initiative 6 leads	TORs and the start of the tendering process	Before the Next ExCom Meeting

Date of next meeting: 8th October 2024. 4:00PM GMT +1 (TEAMS)