***Japan Trust Fund for Scaling Up Nutrition***

***Updated July 2020***

1. **Criteria for regional and country inclusion:**
2. Regions:
   1. Regions where the greatest numbers of children are affected, i.e., Africa and South Asia, will be prioritized. However, countries in other high-burden regions, including both IDA and IBRD countries, are eligible.
3. High burden countries that have one or more of the following characteristics:
   1. Child Stunting rates>30%
   2. Child Wasting rates> 10%
   3. Childhood overweight rates>10% or maternal overweight > 40%
   4. Micronutrient deficiency rates of high public health significance based on WHO classifications

Selected countries will be encouraged to join the SUN movement, in case they are not already members of the SUN.

1. Both IDA and IBRD countries are eligible.
2. Only in exceptional cases, countries with lower national burden may be included, IF the lessons from that country work could serve as a model for other high-burden countries or for global policies. In such cases, demonstrated country/global demand and opportunities for sharing lessons will be essential.
3. Alternatively, IF there are large sub-national differences and large numbers of children at the sub-national level are affected (the overall number of children affected remains an important criterion) with prevalence rates similar to those listed under #2 above, and if there is strong potential for linking with pipeline operations, exceptions may be made.
4. **Activities to be financed:**
   1. **Knowledge creation:** 
      1. ASAs on critical issues relevant to the nutritional epidemiology of the country
      2. Operationally relevant knowledge that can address service delivery challenges and/or bottleneck analyses to support the scale-up of high impact interventions through HNP, SP, Agriculture, ECD and WASH sectors.
      3. Decision and delivery science issues relevant to national/global contexts
      4. Economic and financing analytics as well as technical and allocative efficiencies at global and country levels
      5. Evaluations, including Impact Evaluations, Project evaluations, process evaluation and evaluation of training/capacity development –all evaluation should link to scale-up plans and/or Bank operations
      6. Capacity assessments and capacity strengthening linked to pipeline/ongoing operations (if not covered by IDA/IBRD sources)
      7. Global Public Goods such as regional assessment of nutrition burden, regional strategies, new knowledge generation, etc.
      8. Strategic support to SUN movement at global and national levels (with specific and defined outputs).
   2. **Knowledge sharing events/fora/communications:**
      1. With SUN member countries, partners, CSOs, etc.
      2. Across sectors: with agriculture, social protection, ECD and WASH
      3. Nutrition communications and advocacy
   3. **TA to client countries:**
      1. Based on demonstrated demand from client countries
      2. TA for business generation in SUN countries
   4. **Project preparatory work for new/pipeline operations in high-burden countries** 
      1. Policy dialogue
      2. Preparation of nutrition components/projects
      3. Pilot activities: innovative approaches for nutrition-specific and nutrition-sensitive interventions. These should be directly linked to ongoing or pipeline operations.
5. **Implementation Timeline:** All grant activities must be completed no later than June 30, 2022.
6. **Grant Amount:**  The maximum grant amount is $500,000.
7. **Prioritization of Proposals:**

* Proposals which contribute to formulation of new IDA/IBRD lending projects will be prioritized so that a larger IDA/IBRD resources will be available for nutrition sector.
* Proposals which link to activities of the Global Financing Facility (GFF) will be prioritized in order to scale up activities under the proposals through the GFF and other financial resources.
* Considering the [7th Tokyo International Conference on African Development (TICAD7),](https://www.mofa.go.jp/files/000521256.pdf) African countries will be prioritized.
* Proposals based on, associated with, or in reference to the analytical works[[1]](#footnote-1) developed for IFNA country(ies)[[2]](#footnote-2) (hereinafter referred to as “IFNA-related proposals”) will be prioritized.

1. **Linkages with Japan’s overall focus on nutrition and food security (including** [**IFNA**](https://www.jica.go.jp/english/news/field/2016/160106_02.html)**, where applicable),** [**G20**](https://g20.org/en/documents/) **and** [**TICAD7 2019**](https://www.mofa.go.jp/files/000521256.pdf)**, and the** [**N4G**](https://nutritionforgrowth.org/nutrition-growth/) **Summit 2020.** TTLs should ensure these linkages are addressed in the proposal.
2. **Application Process:**

* **Linkages with** [**GFF**](https://www.globalfinancingfacility.org/) **and/or** [**Power of Nutrition**](https://www.powerofnutrition.org/?gclid=CjwKCAiAmO3gBRBBEiwA8d0Q4nXzBgmFxy-67352vH3tRYkScXTEuduJMnJx4nReG4bOBwajge1ykhoC-MkQAvD_BwE) **(PoN):** Prior to submitting a proposal involving an GFF and/or PoN country(ies), TTLs are required to contact the GFF and/or PoN teams and advise them of the proposed work, to confirm that proposed activities align with ongoing IDA/IBRD activities and are not already financed from these sources, and to explore synergies between proposed activities and ongoing GFF/PoN activities.
* **Linkages with IFNA (IFNA-related proposals) in IFNA countries:** Prior to submitting an IFNA-related proposal for the IFNA countries, TTLs are required to contact the Japan International Cooperation Agency (JICA) accredited to the recipient country(ies) well in advance, advise them of the proposed work, and seek their comments, that the proposed activities properly correspond to the key nutrition issues identified in the analytical works developed for IFNA country(ies) where these IFNA plans have been completed or are to be completed in the near future.
* TTLs are requested to submit the completed proposal template (1-2 pages), along with a proposed budget template, to the Japan SUN TF review committee (Meera Shekar, with cc to Lori Geurts and Akosua Dakwa).
* Applications should be approved by the TTL’s Practice Manager (PM) prior to submission to the review committee. Please attach PM email approval to the application. For regional/global ASAs, Regional Director/Chief Economist/Senior Director’s approval will be necessary.
* Applications will be reviewed by at least three members of the Japan TF review committee depending on expertise and availability from among the following reviewers: Marelize Gorgens, Nkosi Mbuya, Zia Hyder, Ashi Kohli Kathuria, Yi-Kyoung Lee, Menno Mulder-Sibanda, Luc Laviolette, Christine Lao Pena, Jumana Qamruddin, Anne Marie Provo, Lisa Saldanha, Michelle Mehta, Ali Winoto, Erika Lutz, Leslie Elder, Jakub Kakietek, Mohini Kak, Deepika Chaudhery, Claudia Rokx, (other reviewers will be added as needed).
* **TTLs will be responsible for ensuring that grant financed deliverables adhere to the Accountability and Decision Making (ADM) framework for processing country, regional and global activities.**

Country/CMU ASA activities in the same Country Management Unit (CMU): Country Director is the Decider

Regional ASA activities with two or more countries in the same Region but not same CMU: Regional Vice President is the Decider

Global ASA activities focusing on two or more countries across two or more Regions: Senior Global Practice Director is the Decider

* Applications will be accepted on a rolling basis. Wherever feasible, decisions will be made within 2-3 (working) weeks of submission.
* **GFRs not submitted within 2 months of grant approval will be automatically cancelled** unless TTL receives prior approval for an extension from the Program Manager.

1. **Deliverables:**

* Standard Bank project documents such as PCNs, PADs, AMs, Operations Manuals, etc. are not considered Japan TF deliverables; the analytics which support the preparation of such documents are considered TF deliverables.
* Acknowledgements: All products developed with Japan SUN TF support must include the following acknowledgements: “*Financial support for this work was provided by the Government of Japan through the Japan Trust Fund for Scaling Up Nutrition*.” In addition, products should include the logo (the Japanese national flag).
* **All finalized (not draft) deliverables** should be sent to Lori Geurts and Akosua Dakwa, copied to Meera Shekar. When submitting final deliverables, TTL should confirm: (i) if the deliverable can be publicly disclosed on the Japan SUN TF website; and (ii) if the deliverable is also a formal World Bank deliverable, which requires submission to the Internal Documents Unit (IDU), the TTL should provide the IDU link provided after submission of the document to IDU for disclosure.
* Further information on submission of deliverables, including the logo file, is found on the Japan TF website.

1. **Reporting:** Grant implementation progress and completion reporting will be required on a yearly basis. TTLs should ensure that the grant monitoring instructions as found in the Progress Review and Activity Completion Summary forms are fully addressed. Additional follow up with TTLs may take place at end FY in order to fulfill donor reporting obligations.
2. **Grant Management:** Grant TTLs are accountable for ensuring Bank's fiduciary responsibilities are met with respect to trust funds under his/her management. This includes ensuring that grants are managed in accordance with all relevant Bank operational and administrative policies and processing guidelines including those set out in the Trust Fund Handbook. Refer to the Grant Management Guidance Note on the Japan TF website for further information on Japan TF specific procedures.
3. **Budget:** Japan TF TTLs are responsible for monitoring their grant budgets and to ensure that staff time expenditures do not exceed the amount in the approved proposal. Note “Staff” includes open-ended, term appointments and ETC. If there are any overruns in staff expenditures, the TTL will be responsible for reposting the charges.

**Application for Japan Scaling Up Nutrition (SUN) Trust Fund**

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| * 1. **Name of proposed activity:** | | | * 1. **Country/regional/global:** | |
| * 1. **Proposal Amount (USD)** | | | * 1. **Name of Task Team Leader (TTL)[[3]](#footnote-3)** | |
| * 1. **Approval from Practice Manager**[[4]](#footnote-4) | | | | |
| * 1. **Date of approval of proposal** (Please attach email approvals) | | | | |
| * 1. **Problem to be addressed, brief context and technical rationale** | | | | |
| * 1. **Proposed Objective/PDO** | | | | |
| * 1. **Proposed activities/components and how these address the problem identified** (Please be brief and specific and do not exceed half a page) | | | | |
| * 1. **Deliverables/Outputs** (Please list by activity, the name of deliverable(s) with delivery date (month/year) for each). Please note that standard Bank project documents such as PCNs, PADs, AMs, Operations Manuals, etc. are not considered Japan TF deliverables. | | | | |
| *Name of Activity* | *Name of Deliverable* | *Delivery Date (Month/Year)* | | *Publicly Disclosable on Japan TF website (Y/N)* |
|  | | | | |
| * 1. **Implementation Timeline** (implementation should be completed no later than June 30, 2022) | | | | |
| * 1. **Linkages with operation/s** (Describe briefly how the proposed activities support/are linked to an ongoing or pipeline operation. Provide project name and P code for any ongoing or pipeline operations, if applicable) | | | | |
| * 1. **Linkages with ongoing and/or previous Japan TF grants** - (If applicable, briefly explain linkages with any ongoing or previous Japan TF grants for the country & sector. This section is mandatory for all requests for FOLLOW UP GRANTS) | | | | |
| * 1. **Linkages with Japan’s overall focus on nutrition and food security, the G20, TICAD7 2019, and the N4G Summit 2020 to be hosted by Japan** (briefly explain; links are provided under section F of this document) | | | | |
| * 1. **Linkages with IFNA.**   Tick either of the followings.  □ a. IFNA-related proposal  □ b. not applicable  In case of a. above,  i)　has TTL been in touch with JICA re: potential linkages with IFNA? (Yes/No) Briefly explain.  ii) how is the proposal linked to the analytical works IF completed for IFNA country(ies)? Briefly explain. | | | | |
| * 1. **Linkages with GFF and/or PoN programs and investments.** Has TTL been in touch with GFF and/or PoN teams re: potential linkages with GFF and/or PoN? (Yes/No/Not Applicable) Briefly explain. | | | | |
| * 1. **Rationale for financing from Japan SUN TF** (maximum of one para based on criteria above) | | | | |
| * 1. **Specify how this activity will contribute to Scaling Up investments in nutrition overall, complement the strategic outcomes from the 2019 G20 and TICAD7 as well as lead up to the proposed 2020 Nutrition for Growth event to be hosted by Japan.** | | | | |
| * 1. **Budget** (Consultants, travel, workshops/conferences, meetings, staff costs, etc). Please attach excel template. *Staff costs exceeding 10% require justification. TTL will be responsible to ensure that staff charges do not exceed approved budget amounts.* | | | | |

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| **COMPONENT/ACTIVITY** | CHECK “X” if proposal addresses |
| 1. **Catalytic Activities to build IDA/IBRD pipeline** |  |
| 1. Technical Assistance |  |
| 1. Policy Dialogue & Project Preparation |  |
| **II. Generation of New Knowledge** |  |
| 1. New knowledge generation/innovative approaches and best practices for nutrition specific & nutrition sensitive interventions/approaches for undernutrition |  |
| 1. New knowledge generation/Innovative approaches and best practices for obesity prevention |  |
| 1. Monitoring and Evaluation to strengthen IDA/IBRD results and quality of operations |  |
| 1. Knowledge dissemination and sharing of best practices |  |
| **III. Activities to support the Scale-up of IDA/IBRD investments** |  |
| 1. ASAs leading up to new IDA/IBRD 2. Other activities –pls specify |  |
| 1. **Links to IFNA and/or GFF/PoN –yes/no,** pls specify if JICA and/or GFF/PoN has been contacted in-country |  |

1. IFNA Country Strategy for Actions (ICSA) and relevant working documents developed for each IFNA country to identify key nutrition issues specific to the country. [↑](#footnote-ref-1)
2. IFNA: Initiative for Food and Nutrition Security in Africa. IFNA countries are Burkina Faso, Ethiopia, Ghana, Kenya, Madagascar, Malawi, Mozambique, Nigeria, Senegal and Sudan (as of February 2018). [↑](#footnote-ref-2)
3. TTL of the P code to which the grant is linked is automatically the TTL of the grant [↑](#footnote-ref-3)
4. TTLs will be responsible for ensuring that ASA processing adheres to the [Accountability and Decision Making (ADM) framework](https://spappscsec.worldbank.org/sites/ppf3/PPFDocuments/Forms/DispPage.aspx?docid=f2ab0649-240d-49b7-b0f3-1618be3a4d1c&ver=current) for country, regional and global activities. [↑](#footnote-ref-4)