INTRODUCTION

The following report provides a summary of what transpired on 23 to 27 November 2014 during the Global Learning Reflection Event (GLARE) in Melbourne. A number of documents have been annexed within the report (Annex A). Other documents have also been referenced and annexed in separate folders (Annex B) and stored in the GLARE Dropbox located at:

https://www.dropbox.com/sh/3yrxjgb33ahkshe/AADzv4JU7pXA3CznZisNiaQ8a?dl=0.

All documents are available to the public and may be accessed without the need for password or signing in.

BACKGROUND

The Civil Society Water, Sanitation and Hygiene Fund II (CS WASH Fund/the Fund) is an Australian aid initiative funded by the Department of Foreign Affairs and Trade (DFAT). The Fund is overseen by the WSH Section within DFAT and managed by the CS WASH Fund Management Facility (FMF) under contract to GRM International Pty Ltd (GRM) until 6 March 2016.

The Fund resources 13 international civil society organisations (CSOs) selected through a competitive grants program to deliver 29 WASH projects over a four-year implementation period in countries in Southern Africa, South and West Asia, East Asia and the Pacific. Grant funding for the implementation period is approximately AUD 93 million. The CSOs previously received approximately \$760,000 to support the strengthening of their activity designs during the Fund's Inception Phase.

The overarching goal of the Fund is to improve public health by increasing access to safe water and sanitation. The objective is to enhance the health and quality of life of the poor and vulnerable by improving sustainable access to safe water, sanitation and hygiene.

A component of the Fund is dedicated to improving knowledge and learning (K&L) and sharing between participating CSOs and with the broader WASH sector. The K&L component includes two global learning and reflection events, and four regional learning events over the course of the Fund.

The first global learning and reflection event (GLARE) was held in Rydges on Swanston Hotel in Melbourne from 24-27 November 2014, and had 91 participants from Australia and 19 countries where the Fund projects are being implemented. The program was developed with the Knowledge and Learning Advisory Group.

The objectives of the GLARE were to:

- Improve the effectiveness and sustainability of WASH projects within the Fund
- Build relationships between civil society organisations (CSOs) and individuals to establish specific areas for collaboration and learning; and
- Reinforce knowledge and learning (K&L) within the Fund, and agree on mechanisms to share knowledge both now and in the future

The outputs from the event include:

- Personal learning and action plans to maximise the conversion of learning into practice
- Short collated guidance for WASH practitioners who cannot attend the event, based on outputs from the GLARE sessions and the three-page handout developed by the key note speaker.

REPORT

SUNDAY, 23 NOVEMBER 2014

Time	Session	Summary	Output
6:00pm to 8:00pm	Welcome Function	Facilitators: Sally Bannah, Fund Manager, and Kathryn Harries, Knowledge and Learning Manager Sally and Kathryn gave a few words of acknowledgment to DFAT and the grantees.	

MONDAY, 24 NOVEMBER 2014

Time	Session	Summary	Output (Annex A: This document
			Annex B: <u>Dropbox</u>)
			Annex A.1 Participants list
		Facilitator: Secretariat- GRM Staff	Annex A.2 Program
8:00am	Registration	The grantees received their welcome packs and were instructed to find their table based on their ID's colour identifier.	Annex A.3: Thematic Day program
		identifier.	Annex B1.1 CS WASH Fund Project Descriptions
		Facilitator: Sally Bannah	
9:00am	Opening Remarks	Sally welcomed the grantees and introduced Marcus Howard, from the Department of Foreign Affairs and Trade.	
9:10am	Welcome message	Presenter: Marcus Howard, Director – Water, Sanitation and Hygiene Section, Department of Foreign Affairs and Trade (DFAT). Marcus gave a welcome message, to focus the grantees'	Annex A.4 DFAT Welcome Message
		action in line with the DFAT vision.	
	Introductions	Facilitator: Steve Fisher, Specialist Facilitator	
9:30am	and scene setting	The grantees worked in pairs and introduced each other to the group, and the program framework of balcony/ dance floor was explained.	
	Agenda and	Facilitator: Kathryn Harries	A.5 Page from Personal Learning Action Plan
10:10am	introduction of Personal Learning and Action Plan (PLAP)	The Personal Learning and Action Plan (PLAP) and agenda were introduced and explained to the grantees. The PLAP, which includes the agenda, is designed for grantees to capture key highlights and 'actions to follow up' during	Annex B1.2 Personal Learning and Action Plan
		each session. After a review of the GLARE objectives grantees were given time to set their personal learning objectives in their PLAP.	Annex B1.3 KALM PLAP Presentation
10:30am	Morning Tea		

Time	Session	Summary	Output
		,	(Annex A: This document
			Annex B: <u>Dropbox</u>)
11:00pm	Keynote Speech: "The Search for Sustainability: Are we moving on the right Direction?"	Speaker: Juliet Willetts, Associate Professor Institute of Sustainable Futures, University of Technology Sydney Kathryn Harries introduced Juliet who gave the keynote speech about sustainability and enabling environments. A three page handout was provided to grantees which included top tools and resources to assist WASH Practitioners take action on the items covered. A group discussion was opened at the end of the session. Grantees captured relevant innovations and good practices in their PLAP to discuss or follow-up later. The information	A.6 Keynote Handout Annex B1.4 Keynote Handout (pdf) Annex B1.5 Keynote Presentation- Sustainability
		supported DFAT participants by contributing to their WASH knowledge and later policy formation. Facilitator: Steve Fisher	
12:00pm	The Marketplace Learning from each other – CS WASH Fund	Each of the 29 project teams were provided with a poster station. The station included an A0 sized poster which captured "three things the project team want to learn from other grantees", "three things to share", "something to celebrate" and team photo(s). These were produced by the Fund Management Team using material provided by the grantees prior to GLARE. The poster station also included a Visitors Board to capture any comments. A representative from each project stood by each poster and grantees roamed each station every 15 minutes to share and learn from one another. Visitors wrote notes on the Visitors Board and captured actions in their PLAP. These were also discussed at the end of the session. As a consequence of this activity, DFAT participants developed a deeper understanding of CS WASH Fund projects. This session also acted as a pre-curser to the Thematic Day, which was designed around the "three things to share" and "three things to learn" provided by grantees.	Annex A.7: Posters and Visitors Boards
12:30pm	Lunch	provided by 8, and a second	
1:30pm	Learning from each other – CS WASH Fund Marketplace	The session was continued. Volunteer facilitators and scribes were also identified for the next session on Working together with DFAT.	
3:00pm	Group Photo	Facilitator: Kathryn Harries A professional photographer, Simon Woodcock of Conference Photographer, captured a group photo.	Annex A.8 Official Group Photo
3:10pm	Afternoon Tea	DFAT representatives were briefed for the next session.	
3:40pm	Working together with DFAT	Facilitators: - Southern Africa: Christina Landsberg, Harare DFAT Program Manager (South Africa Desk) - Pacific: Marcus Howard, Canberra WSH	Annex A.9 Working Together with DFAT

Time	Session	Summary	Output (Annex A: This document Annex B: <u>Dropbox</u>)
		 South and West Asia: Rhonda Mann and Gerardine Daniels, Canberra WSH East Asia: Hong Van, Hanoi Post 	Annex B1.6: Guidance provided to facilitate session
		The participants were organised into four regional groups. A volunteer facilitator from each region was assigned to each group to discuss experiences (current challenges and opportunities), gather recommendations for how CS WASH Fund CSOs and DFAT Posts staff could work together, as well as agree on good practices and lessons learned in order to benefit outcomes. Scribes assigned for each group documented the discussion. The aim of the activity was to improve the working relationship between grantees and their particular DFAT Post staff.	
4:30pm	Discussions and sharing of key actions from PLAP	Facilitator: Steve Fisher The grantees discussed actions written in their PLAPs in their program or project groups. Everyone was challenged to pursue ideas that would most likely lead to improved practice.	
5:00pm	Day Close	A summary of events and instructions for Day 2 were given to the grantees.	

Tuesday, 25 November 2014

Time	Session	Summary	Output (Annex A: This document Annex B: <u>Dropbox</u>)
8:30am	Check in Activity (Group Reflection)	Facilitators: Steve Fisher and Nelson Salangsang	
8:40am	CS WASH Fund Website	Kathryn Harries showcased the Civil Society WASH Fund website using a prototype. Demonstrating its design and the tools that will be available for every grantee to build rapport and update information about the different projects. The website includes a public area to provide Fund updates and top resources on targeted topics, and a granted only section. The site will go live in February 2015. The activity aimed to enable grantees and DFAT to freely use the website in order to learn, share and submit contents. Templates were distributed to grantees to gather content from each project by 12 December 2014. Posters were put on the walls to gather recommended tools and resources on key topics, and input for country pages from participants. There was positive feedback on the website during questions time.	Annex B2.1 Civil Society WASH Fund Website Presentation Annex B2.2 Website Grantee Content Templates Annex B2.3 Content for country pages and key resources/ links Annex B2.4 Knowledge Management for WASH Projects Guide

Time	Session	Summary	Output (Annex A: This document
			Annex B: <u>Dropbox</u>)
9:30am	Innovation and Impact (I&I) Fund	Facilitator: Sally Bannah, Kathryn Harries and Paul Tyndale-Biscoe This provided CSOs with an opportunity to ask questions to improve their I&I Fund proposals, which were due to be submitted on 5 December 2015.	
9:45am	Review of reporting/ acquittals; Discussions of lessons learned and future processes	Facilitator: Sally Bannah (Fund Manager)/ Monitoring, Evaluation and Review Panel (MERP) This activity was intended to improve and streamline the grantees' reporting processes. Sally Bannah (FMT) started the presentation, followed by Bruce Bailey (MERP), Paul Crawford (MERP), and Paul Tyndale-Biscoe (MERP). The session was afterwards opened to questions and feedback, facilitated and summarized by Steve Fisher.	Annex B2.5 FM-MERP CSO reporting – 2013-14 lessons learned
	DFAT meeting (parallel session)	Facilitator: Steve Fisher DFAT discussed actions arising from the marketplace and working together with DFAT session	
10:45am	Morning Tea		
11:15am	Practical approaches for assessing organisational capacity in WASH change agents	Facilitators: Bruce Bailey, Paul Crawford, Paul Tyndale-Biscoe (MERP) This was the key topic for the event. The workshop aimed to review and improve the grantees' current approach to assessing organisational changes in WASH change agents, a key part of the Funds Theory of Change. Grantees selected practical examples from their projects to work on throughout the workshop. At the end of the session the participants were asked: 'What can you change as a result of your learnings from the MERP session?'	Annex B2.6 MERP Popeye and Dart board metaphors Annex B2.7 MERP- SNV, Measuring Changes in Capacity Annex B2.8 MERP- Measuring changes in Capacity in the Local Authority in SELF Project Annex B2.9 M&E Session Output
12:45pm	Lunch		
1:45pm	Practical approaches for assessing organisational capacity in WASH change agents	The workshop continued.	
3:15pm	Afternoon Tea		
3:45pm	Australia Development Research Awards (ADRA) – Enterprise in	Facilitators: Juliet Willetts and Janina Murta, Institute of Sustainable Futures (ISF), University of Sydney ISF presented their WASH ADRA on the viability of market-based solutions for sanitation products in low-	Annex B2.10 ADRA – Market based solutions in low density settings

Time	Session	Summary	Output (Annex A: This document Annex B: <u>Dropbox</u>)
	WASH: Viability of market-based solutions for sanitation products in low-density settings	density settings. They focused on key findings which were most relevant to WASH Practitioners. Participants captured ideas to convert the research into improve practice in their PLAPs	
4:55pm	Discussions and sharing of key actions from PLAP	The grantees discussed actions written in their PLAPs in their program or project groups. Everyone was challenged to pursue ideas that would most likely lead to improved practice.	
5:15pm	Day Close	Facilitator: Steve Fisher Steve gave closing remarks.	
5:30pm	Conference Dinner	Drinks by the pool, followed by conference dinner	

WEDNESDAY, 26 NOVEMBER 2014

Time	Session	Summary	Output (Annex A: This document Annex B: <u>Dropbox</u>)
9:00am	Introduction/ Setting up/ Check in	Steve introduced the day with instructions. Grantees had already nominated their preferred sessions, either at registration or during earlier breaks. Facilitator: Steve Fisher	All presentations found in Annex B3
9:15am	Thematic Day	Session Moderators: as listed below The thematic day was developed as a "grantee day" to maximise learning and relationship building between grantees. Topics, and their respective moderator and panellists, were selected based on the "three things to learn" and "three things to share" provided by each project team prior to GLARE. The twelve topics were spread over four parallel sessions and three time slots. In each topic the moderator coordinated short presentations by the panellists. If powerpoint was used, those presentations are available. Sub-groups were then formed and asked to discuss and capture useful "insights", "good practice / valuable failure", "actions / recommendations", and any "tools / resources / websites" to share on the topic. These are available as "group outputs". In the final session of the day, each topic moderator reported back to the whole group. One	Annex A.3: Thematic Day program Annex B3.1 Thematic Group Moderators and Panellists Annex B3.2 Thematic Day Guidance to Moderators and Panellists

Time	Session	Summary	Output (Annex A: This document Annex B: Dropbox)
		topic in the first time slot was cancelled due to low registration numbers – so there are a total of 11 topics.	
	"How to incentivize local government change agents for sustainable delivery of WASH services"	Moderator: Welthungerhilfe Panel: SNV Nepal, Welthungerhilfe, IRC Pakistan Presentations Annex B3.3.1.1 Pakistan Local Government (IRC) Annex B3.3.1.2 Incentivising Local Government for sustainable WASH service delivery (Welthungerhilfe) Annex B3.3.1.3 Sanitation as a Social Movement: Inclusive Incentivisation – Experiences from Nepal(SNV Nepal)	Annex B3: Presentations, as in column "Summary" Annex A.10.1.1 Group output Annex B3.3.1.4 Feedback-Incentivising Local Government
Parallel Sessions 1	"Discussing Fund M&E Plans with other CSOs"	Panel: Thrive Network (East Meets West Foundation), WaterAid PNG, WaterAid Timor-Leste, MERP Annex B3.3.2.1 Joint Sustainability Monitoring, Timor-Leste Experience (WaterAid) Annex B3.3.2.2 M&E: Engaging Partners in PNG (WaterAid) Annex B3.3.2.3 M&E for OBA Sanitation Program (Thrive)	Annex B3: Presentations, as in column "Summary" Annex A.10.1.2 Group output
	"How to achieve resilient safe water and sanitation in disaster prone areas"	Moderator & panel: Australian Red Cross (ARC) Bangladesh Presentations: Annex B3.3.3.1 How to achieve resilient safe water and sanitation in disaster prone areas (ARC Bangladesh) Annex B3.3.3.2 Five Pillars of Community Based Total Sanitation (STBM) in NTT Province, Indonesia (Plan)	Annex B3: Presentations, as in column "Summary" Annex A.10.1.3 Group output Annex B3.3.3.3 Feedback-Achieving Resilience
10:45am	Morning Tea	, , , , , , , , , , , , , , , , , , , ,	0 22 2
11:15am	Thematic Day	Second time-slot	
Parallel Sessions	"Effectively engaging the private sector for sanitation marketing"	Moderator: iDE Panel: iDE SNV Bhutan Presentations: Annex B3.4.1.1 Introduction Slide Annex B3.4.1.2 Community participation in toilet construction under the SanMark approach (Plan Vietnam) Annex B3.4.1.3 Sanitation Marketing: Taking to rural masses (SNV Bhutan)	Annex B3: Presentations, as in column "Summary" Annex A.10.2.1 Group output Annex B3.4.1.4 Feedback-SanMark Approach
2	"Supporting Change Agents to scale up sustainable WASH services"	Moderator: Plan Pakistan Panel: Plan Pakistan, SNV Bhutan, Plan Indonesia Presentations: Annex B3.4.2.1 Scaling Up (SNV Bhutan) Annex B3.4.2.2 Scaling Up (Plan Indonesia) Annex B3.4.2.3 Scaling Up- Sanitation (Plan Pakistan)	Annex B3: Presentations, as in column "Summary" Annex A.10.2.2 Group output

Time	Session	Summary	Output (Annex A: This document
			Annex B: <u>Dropbox</u>)
	"Strengths and weaknesses of Output Based	Moderator & panel: Thrive Networks (East Meets West Foundation)	Annex B3: Presentations, as in column "summary"
	Aid, and how to replicate"	Annex B3.4.3 Strengths and Weaknesses of Output-based Aid and How to Replicate (Thrive Networks)	Annex A.10.2.3 Group
	· cpdute	Moderator: SNV Nepal	Sactor
	"Service model	Panel: SNV Nepal, WaterAid Mozambique, Live and Learn PNG	Annex B3: Presentations, as in column "Summary"
	approaches for urban/peri-urban	Presentations: Annex B3.4.4.1 Service model approach for urban/ peri	Annex A.10.2.4 Group output
	sanitation"	urban Sanitation PNG (Live and Learn PNG) Annex B3.4.4.2 Lasting approaches for peri-urban sanitation –the Maputo case (WaterAid Mozambique) Annex B3.4.4.3 Towards sustainable service provision in urban and Peri-urban contexts (SNV Nepal)	Annex B3.4.4.4 Feedback- Urban Sanitation
12:45am	Lunch	(
1:45pm	Thematic Day	Third time-slot	
	"Mainstreaming gender and social inclusion"	Panel: WaterAid Timor-Leste, IRC Pakistan, World Vision Zim/CBM Note (others of interest): •Plan Vietnam - Gender WASH Monitoring Tool •Welthungerhilfe – In depth contextual analysis and training of change agents Presentations: Annex B3.5.1 Gender, Equity & Social Inclusion: Timor-Leste Experience (WaterAid Timor-Leste)	Annex B3: Presentations, as in column "Summary" Annex A.10.3.1 Group output
Parallel Sessions 3	"Experiences with smart subsidies and WASH financing models"	Moderator: iDE Panel: iDE, World Vision Sri Lanka	Annex A.10.3.2 Group output
	"Effective knowledge management/ information management systems, which influence stakeholders"	Moderator: Knowledge and Learning Manager (KALM) Panel: Plan Pakistan, World Vision Zimbabwe, Plan Vietnam, East Meets West, KALM Presentations Annex B3.5.2.1 Effective knowledge management/ information management systems (KALM) Annex B3.5.2.2 Knowledge Management System Supported by MIS (Plan Pakistan) Annex B3.5.2.3 How to Influence Stakeholders (Thrive Networks)	Annex B3: Presentations, as in column "Summary" Annex A.10.3.3 Group output

Time	Session	Summary	Output (Annex A: This document Annex B: <u>Dropbox</u>)
		Annex B3.5.2.4 Program Indicators Monitoring System (PLAN Vietnam) Annex B3.5.2.5 WV Zimbabwe Experiences (World Vision Zimbabwe) Moderator: Habitat for Humanity	
	Sustaining Open Defecation Free (ODF), including sanitation and hygiene behaviour change and citizen voice	Panel: Habitat for Humanity, Concern Malawi, World Vision Sri Lanka Presentations: Annex B3.5.3.1 Sustaining ODF (Concern Universal) Annex B3.5.3.2 Sustaining ODF (World Vision) Annex B3.5.3.3 Sustaining ODF (Habitat for Humanity)	Annex B3: Presentations, as in column "Summary" Annex A.10.3.4 Group output Annex B3.5.3.4 Feedback-ODF Group work
3:15pm	Afternoon Tea		
3:45pm	Group Presentations	Facilitator: Steve Fisher Moderators for each topic presented back to whole group	
4:45pm	Discussions and sharing of key actions from PLAP	Facilitator: Steve Fisher In project groups, the grantees discussed key actions from their PLAP. This activity allowed participants to discuss ideas which would improve their CS WASH Fund project.	
5:00pm	Day Close		

THURSDAY, 27 NOVEMBER 2014

Time	Session	Summary	Output (Annex A: This document Annex B: <u>Dropbox</u>)
9:00am	Check in activity	Facilitator: Steve Fisher	
9:10am	Australian Development Research Award (ADRA) - International Water Centre (IWC)	Presenter: Associate Professor Srini Sridharan (Monash University) and Dr Dani Barrington (Monash University/ IWC) Srini and Dani presented the findings to date and future expected findings on their Civil Society WASH Fund ADRA. This presentation was intended to increase the conversion of current and future research findings into practice.	Annex B4.1 Understanding demand and fostering sustainable WASH marketplaces in the Pacific
9:30am	Other WASH ADRAs	Presenter: Kathryn Harries Kathryn made a presentation on three other WASH ADRAs - To enable effective governance for decentralised sanitation service delivery (Institute of Sustainable Futures (ISF), University of Sydney – Professor Cynthia Mitchell)	Annex B4.2 KALM ADRA Presentation Annex B4.3 ADRA Summary Annex B4.4 ADRA Presentation: Pacific

Time	Session	Summary	Output
			(Annex A: This document Annex B: <u>Dropbox</u>)
		 To develop effective mitigation strategies for disability and WASH (London School of Hygiene and Tropical Medicine – Adam Biran) To understand the support required to maintain functioning 'community managed' rural water schemes (Cranfield University – Richard Franceys) 	Adaptation for Climate Change WASH
		Bronwyn Powell, International Water Centre, presented the final WASH ADRA - Climate Change on atolls and flood-prone catchments in the Pacific (International Water Centre – Bronwyn Powell)	
		Steve coordinated a brief questions and answers session Presenter: Kathryn Harries	
9:55am	Discussions and agreement on the approach to future learning and sharing	Kathryn presented possible mechanisms grantees could use to continue the discussions started at GLARE. Small groups discussed the most popular topics and respective mechanisms. A blank flip-chart paper was dedicated to the most popular topics and placed on the wall. Participants were asked to select their three most popular topics for future joint discussion (for example on the website e-discussion), the preferred mechanism, and whether they were interested to lead or have strong involvement.	Annex B4.5 KALM Approach Future Learning and Sharing Presentation
10:45am	Morning Tea		
11:45am	Final discussions on Regional Learning Events and associated e-discussion and webinar	Facilitator: Kathryn Harries Regional facilitators: - Pacific - Rob Hughes, Live and Learn - East Asia - Blake McKinley, iDE - South and West Asia, Nadira Khawaja, SNV - Southern Africa, Mark Harper Welthungerhilfe Participants were organised into four regional groups to discuss their respective Regional Learning Events. These face-to-face discussions built on agreements from regional e-meetings held in July 2014, in which CSOs identified the most useful focus topic and location for their regional event, as well as subsequent discussions with DFAT, Posts and Fund Management Team. Each regional learning event is an integrated learning platform and includes an initial e-discussion, to gather input on the topic, then webinar prior to the event. Zimbabwe was used as an example, where a National Committee has been formed to support the Regional	Annex B4.6 Presentation: KALM Regional Learning Events Annex B4.7 Guidance Regional Discussions Annex B4.8 Output from Regional Groups

CS WASH Fund Management Facility Knowledge and Learning (K&L)

Time	Session	Summary	Output (Annex A: This document Annex B: <u>Dropbox</u>)
		Learning Event. The National Committee is led by DFAT Post and includes Welthungerhilfe and World Vision.	
12:45pm	Lunch		
1:45pm	Open forum: Parking lot	Regional Facilitators shared their discussions with the wider group. Facilitator: Steve Fisher	
3:15pm	Afternoon Tea		
3:45pm	Summary, evaluation, and closing remarks from DFAT	Facilitator: Kathryn Harries, Rhonda Mann, Assistant Director, Water Sanitation Hygiene Section in Department of Foreign Affairs and Trade (DFAT) Steve Fisher provided a summary of the four days, and all participants were given time to complete an evaluation. Over 93% of the grantees agreed that the objectives of GLARE have been met and that the event was effectively managed by the facilitators. Grantees also responded positively in all of the other survey questions. Full evaluation results are in the Annex. Rhonda Mann, DFAT gave very positive closing remarks from DFAT on the event and interaction between participants. Participants were called in country groups to each be presented, by Sally Bannah, with: a group photograph a USB drive with all presentations and handouts	Annex A.11 Participant Evaluations
4:30 pm	Program Close	Facilitator: Steve Fisher	