**TOPS Gender Task Force meeting notes**

**Thursday, November 5, 2015**

**Attendance**

Chloe Bass (World Vision)

Carla Boussen (USAID/FFP)

Kelly Fish (PCI)

Sarah Salaney (ACDI/VOCA)

Mara Russell (CARE)

Lauren Jessup (TOPS, SC)

Jeannie Harvey (USAID/BFS)

Sarah Simons (SC)

Madeleine Smith (SPRING)

Lidan Du (SPRING)

Emily Hillenbrand (CARE)

Reena Borwankar (FANTA)

Kristi Tabaj (TOPS, SC)

**Agenda**

**Introduction of Carla Boussen, Gender and Youth Adviser, Office of Food for Peace**

She is willing to meet, talk, and share ideas.  Input from partners is really helpful!  **“**We” (NGOs and FFP) work as a team in integrated rural development.

Her contact information is cboussen@usaid.gov, 202-712-0719

**Qualitative tools brainstorm**

Results of the brainstorm are below.  This is an ongoing discussion.

Venn Diagram->Participant satisfaction                 using clusters in plan                      pairwise ranking               timeline                problem tree                     pile sorting                          barrier analysis                  seasonal calendars

community participation mapping                            daily clock activities                         outcome mapping           video diaries and story collection (most significant change)     community score cards                 ranking

key informant interviews                             focus group discussions                social analysis and action              conflict mapping              climate vulnerability and capacity analysis

community-based wealth ranking for targeting                  PRA approaches to conduct livelihoods assessments, with focus on gender               body mapping to explore gender norms or health challenges

PRA tools with focus groups and key informant interviews, with questions focused on gender                   historical timeline to map out recent trends and changes in gender relations          preference ranking

Using a FFS or "Farmer Nutrition School" approach to facilitating discussion around gender and livelihood barriers in the agricultural cycle

drawing tools to explore men’s and women’s views of an empowered woman

**Quick overview of the TOPS workplan for year 6 of programming**

* Self-assessment distributed; translating self-assessment and core competencies is a task for this year of programming.
* Gender and Resilience Workshops
	+ A one day workshop took place on November 3 in Washington, DC (materials will be shared on the FSN Network soon).  Other workshops are in the planning stages.
	+ Laurie Starr (TANGO International) and Kristi Tabaj (TOPS) will present on the topic in Chicago at the American Evaluation Association conference November 15.
	+ This work will feed into the Gender and Resilience Working Group.
* As part of a team at TANGO International, Kristi Tabaj will support research about household resource allocation.
* Promising Practices – A second study of FFP-funded development programs with final reports from 2011 and later will be conducted this year.  The first Promising Practices paper can be found [here](http://www.fsnnetwork.org/tops-review-promising-practices-food-peace-development-food-assistance-projects).
	+ Side discussion: How do we stop doing practices that are no longer useful/successful?  Can we get it into the guidance?  Giving away seeds/tools and PM2A were presented as examples.  However, there is nothing definitive that can be said “this is a bad practice” when it comes to these two examples.  Negative outcomes can be linked to context or how the activities were implemented.  FFP doesn’t like to be prescriptive, but maybe FFP help start some dialogue or perhaps TOPS could facilitate a discussion/consultation.
	+ Gender activities in a program may not be sustainable once the program ends (and the end of a program is a shock).  An example was given about one program incentivizing changes in norms and when the program ended it wasn’t sustainable.  In fact, it could be negatively impacting post-program.  Sustainability is a key issue for all of us (donor and implementers alike).  Several studies are forthcoming.
* Continuing work on a Commodity Management and Gender assessment document; contributions have been submitted by a few implementers (thank you!!).
* TOPS is working on pulling together an SBC and gender workshop for April/May 2016.  More information to come.
* Further efforts will be made to identify key gender advocates, focal points globally.

**Brief presentation on self-assessment preliminary results**

* Although 44 people responded, only a handful were from FFP programs.
* From those working on FFP programs:
	+ They have experience from other technical sectors including peace and conflict mitigation and management, agriculture, child protection, and governance, for example.
	+ Training and skills requested include: gender analysis, gender audit, sector integration, knowledge on male engagement, women’s land rights, skills on advocacy, governance, and conflict management and mitigation, how to develop gender indicators and tools, strengthening partnerships.
* Kristi will share a further summary of results within the next month.

**Task Force sustainability beyond the life of TOPS**

* TOPS ends in August 2017.  There is no option for another extension.  Regarding the task forces, how or should they be sustained beyond TOPS.  Your thoughts?
	+ What are the consequences for not having this group exist?
	+ The TF was responsible for getting gender analysis guidelines in place in the guidance.  This trickled into other programming as well.
	+ Would like to see this group continue.
	+ Still need to continue to engage men.
	+ This group helps people get a window into information on gender and FFP requirements.
	+ We need to think about going beyond HQ and into the field.  How can this be done?  For example, bringing staff into the gender analysis process in country really helps.  It brings/generates knowledge and then that knowledge is generated in country.
* This conversation is to be continued. . .