

Trust Fund for Victims

Strategic Plan 2020-2021 - Activity Tracker

PUBLIC VERSION

No	Division	Paragraph(s)	Task	Due Date	Due Period	Days Left	Completion Date	Status
1	TFV	17 (A,B)	TFV to update its strategic and budget documents with an emphasis on the reparations mandate and by reference to the IOM report.	15/09/2020	Q3 2020	Complete	20 August 2020	Draft of the Strategic Plan and Strategic Plan Task Tracker presented to the BoD for adoption in July 2020; adopted in August 2020; Budget presented to CBF in July 2020; CBF meeting on 7 October: no changes of TFV Budget.
2	TFV	18	Update the Fund Management and Investment Policy document to develop the Fund's key evidence-based decision-making processes, including prioritisation of investments and activities; development of entry/exit parameters criteria for assistance and assessment of need to explore partnerships; taking into account fully comprehensive consideration of the IOM recommendations, in particular by establishing a policy relevant to investing in reparations and/or assistance mandates; update the Risk Management Plan.	31/12/2020	Q4 2020	72		Fund Management and Investment Policy in process in October, together with Risk Management Plan; both to be presented to Board in December 2020.
3	TFV	17 (A, B, C, E)	Alignment between TFV and Court (Reparations): increase communication to address challenges and opportunities in the development of the Rome Statute's reparations system, as well as communication with States Parties (also through reporting to CBF and ASP); consider evaluation of solutions in cooperation with Chambers and Registry.	31/12/2021	Q4 2021	437		The process started in Q3 2020. The BoD also tasked the Secretariat to develop several lesson learned documents in response to the IER Report; communication sessions with Registry sections and Court will be scheduled for Q4.
4	TFV	17 (B, E)	Strengthening the reporting to, and oversight of the BoD, in particular by considering possible amendments to the legal framework, revising the format of management briefs to the Board.	31/12/2021	Q4 2021	437		Management brief already revised and in place on a quarterly basis; published as of October 2020 and including briefing on judicial proceedings; consideration of legal framework relevant to ASP - most realistically ASP 2021.

5	TFV	5, 6, 10 (A,B, C, D, E, H, J)	Launch the DRC Assistance Programme	17/07/2020	Q3 2020	Complete	17 July 2020	Contracts with 9 implementing partners were signed on 1 May 2020; the virtual launch of the programme took place in July 2020.
6	TFV	2, 4, 10 (A,B,C,D,E,F,G,H,J)	Launch the collective reparations in Al Mahdi, except for the ceremony of the symbolic euro (one part of the symbolic reparations).	31/10/2020	Q4 2020	11		Following the conclusion of 3 Procurement processes, contracts have been drafted by TFV and RLO, and are currently under final review. Signature foreseen for November/December 2020.
7	TFV	2,4, 10 (A,B,C,D,E,F,G,H,J)	Organisation of the ceremony of the symbolic euro (symbolic reparations in Al Mahdi)	30/06/2021	Q2 2021	253		First, due to COVID-19 and then due to the political situation, it is unclear when the ceremonies can take place. As soon as a new government is designated, liaison and preparatory work will resume.
Redacted								
13	TFV	2, 4, 10 (B)	Prepare submissions and market research for Ntaganda reparations proceedings; prepare draft implementation plan.	31/12/2021	Q4 2021	437		While a key submission is due in December 2020, it is unclear when next submissions or the draft implementation plan will be due; therefore timeline till the end of Strategic Plan.
14	TFV	5, 6, 10 (A, B, C, D, E, H, J)	Start the CAR Pilot Assistance Programme	15/08/2020	Q3 2020	Complete	01 September 2020	The procurement process was concluded in June 2020; the contract with COOPI was signed on 1 September 2020; the programme has been launched officially on 12 October 2020.
15	TFV	5, 6, 10 (A, B, C, D, E, H, J)	Start the CAR Assistance Programme	31/12/2020	Q4 2020	72		The procurement process was concluded in June 2020; the PTC has been notified pursuant to Regulation 50 (a) of the Regulations of the Trust Fund and this process ended early October 2020; the contracts need to be drafted and signed; thereafter the programme can be launched.
16	TFV	5, 6, 10 (B)	Conduct a situation assessment for a potential assistance programme in Georgia and decision by the Board of Directors.	30/10/2020	Q4 2020	10		BoD decision whether to initiate an assistance programme by October 2020 (postponed regular Board meeting); Report was completed in July 2020.
17	TFV	5, 6, 10 (B)	Conduct a situation assessment for a potential assistance programme in Kenya and decision by the BoD.	30/10/2020	Q4 2020	10		BoD decision whether to initiate an assistance programme by October 2020 (postponed regular Board meeting); Report was completed in May 2020.
18	TFV	5, 6, 10, (A,B,C,D,E,H,J)	Start the CIV Assistance Programme	30/11/2020	Q4 2020	41		The procurement process was concluded in June 2020; the PTC was notified pursuant to Regulation 50 (a) of the Regulations of the Trust Fund ; contracts have been drafted and shared with implementing partners for review. Signature foreseen for October. Launching after the elections should security allow.
19	TFV	5, 6, 10 (D,E,J)	CIV Assistance Programme: assess pilot capacity building initiative in regard to the domestic reparations programme.	31/12/2020	Q4 2020	72		Report on the capacity and performance has been shared shortly with the Government of CIV. Request of meeting with the Minister has been submitted but may have to be postponed to after the election to avoid any political repercussions.
20	TFV	5, 6, 10 (A,B, C, D, E, H, J)	Conduct a situation assessment for a potential assistance programme in Kenya and decision by the BoD.	30/10/2020	Q4 2020	10		A consolidated draft of an initial evaluation is ready (early October 2020). To be discussed at the next regular Board meeting.

21	TFV	17 (A, B, C, D, E, F, G)	Put in place a regular coordination team meeting structure, thereby strengthening the management layer and making it operational.	30/06/2020	Q2 2020	Complete	30 June 2020	Weekly meetings were initiated (via WebEx)
22	TFV	17 (A, B, C, D, E, F, G)	Develop clear roles and responsibilities within the TFV, including for the assistance programmes, reparations, submissions, fund-raising, communications, reporting, administrative assistance to BoD and for meetings.	31/12/2020	Q4 2020	72		Programme management teams are in place (Q2 2020), the LA's arrival in June clarified certain roles; process to be concluded after staff retreat or similar meetings, and thereafter formalised by Executive Director by an internal decision.
23	TFV	17 (G)	Ensure the establishment of a Performance Monitoring Plan for assistance and reparations programmes (keeping in mind the need to report quarterly to the Chambers), and of clear performance monitoring criteria and compliance therewith by all PMs and partners.	31/12/2021	Q4 2021	437		While the Performance Monitoring Plan needs to be approved in 2020 and data quality verification tools developed and shared, a successful monitoring is key to the performance of all programmes; therefore, this is an ongoing task.
24	TFV	17 (A, C, D)	Strengthen the reporting to the CBF and the access of CBF to TFV staff in leadership roles, both HQ and field-based.	31/10/2020	Q4 2020	Complete	07 October 2020	CBF ended on 7 October 2020; after submission of the reports in July, several staff members participated in the remote sessions.
25	TFV	17 (A, C, D, E, G)	Ensure independent audits of monitoring partners.	30/06/2021	Q2 2021	253		Scope of Work developed in consultation with Internal Audit Office. Procurement procedure to be launched in Q4 2020.
26	TFV	17	Establish clear processes on how to launch, monitor, and evaluate assistance and reparations programmes based on lessons learned.	30/06/2021	Q2 2021	253		Based on the close internal cooperation at the Secretariat in the launching of new reparations and assistance activities, policy lessons are being developed in internal Grant Management sessions, with a view to incorporate in the Fund Management and Investment Policy and further develop in SOPs, insofar as applicable.
27	TFV	18	Exploration of a calendar year based resource planning process (budgetary and extra-budgetary resources)	31/03/2021	Q1 2021	162		Currently under review. The internal Financial Overview of extra-budgetary resources has been revised to reflect in more detail the TFV's annual and multi-annual resource and investment planning.
28	TFV	17 (B, C, D, G), 18(A), 24 (A, C, D)	Put in place well-planned and coordinated meetings with key fundraising States during the CBF, ASP, etc. and generally engage with States Parties with a view to obtaining sufficient voluntary contributions.	31/10/2020	Q4 2020	11		Ongoing meetings with key stakeholders; organisation of side events at the ASP.

29	TFV	18 (C)	Put in place a structure for private sector fundraising, including by researching and developing instruments conducive to different ways of private giving.	31/12/2020	Q4 2020	72		The TFV's single fundraising and visibility staff role is strengthened by placement of visiting professionals, interns and a consultant in August-September 2020, which has been noted by the CBF, with a view to further develop the TFV's preparedness for private donor engagement. The Secretariat has submitted to the Board an activity plan for review in the October Board meeting.
30	TFV	18(D)	Conduct comprehensive research on potential new donors (non-traditional States Parties, multilateral organizations, private foundations and corporations) and their capacity to give, and diversify the TFV donor base.	28/02/2021	Q1 2021	131		The Secretariat is submitting an action and investment plan to the Board for their consideration in October/November.
31	TFV	17 (D, E)	Select fiscal sponsor organization(s) enabling the receipt of tax-deductible private donations, and develop modalities of receiving tax deductible private donations.	31/03/2021	Q1 2021	162		The Secretariat has conducted initial procurement steps to select (a) fiscal sponsor(s), with limited response. The Secretariat will be exploring a partnership modality to engage an appropriate partner to access key donor markets.
32	TFV	18 (D, E)	In collaboration with the Registry, explore options for creating a foundation in NL (or elsewhere) to attract private donors	31/12/2020	Q4 2020	72		Following initial exploration of this option together with Registry in 2019, further action depends on progress and outcome of the fiscal sponsor selection process.
33	TFV	18 (C), 17 (E)	Revision of guidelines for private donations and adoption of an SOP for the vetting of private donors making larger contributions.	30/06/2021	Q2 2021	253		
34	TFV	17 (C)	Increase partnerships with multilateral organisations and Trusts, research institutes including African-based organisations and put in place mechanisms within the TFV to ensure information sharing.	31/12/2021	Q4 2021	437		Weekly management and regular staff meetings are in place to improve information sharing.
35	TFV	17 (A, C, D, F)	Coordination with Registry (continuous): Cooperation and Assistance Agreement (further development on delegation of administrative authority).	31/03/2021	Q1 2021	162		Management level meeting in relation to the CAF took place in Q1 2020. A next meeting is envisaged in Q4 2020. Bilateral consultations at management and working level take place on an as-needed basis.
36	TFV	17 (H)	Ensure that the HR initiatives of the ICC are mirrored in the human resources management of TFV; including for leadership, performance evaluation, recruitment practices and ensure that HR takes into account STFV business needs.	15/12/2020	Q4 2020	56		The Secretariat aims to be engaged earlier in Registry's policy development in regard of human resources management, especially (not limited to) status and outlook for staff placed in country offices.

37	TFV	17 (A, E)	Ensure results-based management by use of the Strategic Plan Task Tracker, training and result-based plans for all programmes and projects.	31/12/2020	Q4 2020	72		Strategic Plan Tracker is in place in Q3. Regular internal review in context of coordination meetings starting in Q4.
38	TFV	17 (C)	Procure and build a Fundraising Constituent Relationship management database.	31/03/2021	Q1 2021	162		Procurement process to start in October 2020
39	TFV	24	Plan for implementation of communication and outreach initiatives.	31/12/2020	Q4 2020	72		Internal information-sharing mechanisms for purpose of outreach and communication initiated in Q3, to be further developed and rolled out from Q4 onwards.