

### QUARTERLY NARRATIVE REPORT

<b>Grantee:</b> Latin American and Caribbean Network for Democracy (REDLAD)	<b>Reporting Period:</b> January 1 <sup>st</sup> to March 31 <sup>st</sup> of 2016 <b>Report date of submission:</b> 04/28/2016
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<b>Country/Region:</b> Latin America	<b>Submitted by:</b> Gina Romero
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**1a. Brief description of the project:**

REDLAD is awarded a grant to support the development of a Summit of the Americas civil society coordination mechanism to ensure that the civil society organization (CSO) community in the region has a meaningful and institutionalized role in the Summit process. This by facilitating systematic consultations with a representative group of civil society and providing technical assistance to CSOs needing to build capacity and better engagement that allow them to monitor the Summit process.

**1b. Collaboration and partnerships:** For this period of time the Team has strengthen the contact with each stakeholder involved for the success of the project:

Collaboration and Partnerships by the Consortium:

- During February and March the Consortium decided to look for national focal points that can support the regional work nationally. When assessing the budget the Consortium realized that one of the challenges was to identify how to spend the travel expenses with efficiency. With that in mind they created a focal point strategy by contacting national organizations which can support the project in their territories. So, each Consortium member selected a couple of organizations with political and technical capacity to be focal points. This focal points (Enc 1) will be given a letter that would certify their condition of focal point of the project, they will also be presented with their Country Permanent Representatives at the OAS. This letters are expected to be sent on April. Additionally there will be another type of agreements to sign on May with each national focal points.
- South Cone - Semillas para la Democracia: During March this organization contacted other organizations in Paraguay, Chile, Argentina and Uruguay. So far there are focal points elected in Argentina (Directorio Legislativo), in Chile (Fundación Multitudes) and in Uruguay probably with the organization CAINFO, which has not confirmed yet. In Brazil the organization is still trying to identify a national partner. Semillas para la Democracia has commented their interest in organize their first regional meeting in Uruguay at the end of April.

In Paraguay, Semillas para la Democracia has established contact with the Ministry of Foreign Affairs with the intention of presenting the project and explore possible official support. They have told the team that they do not recognize the mandates of Panama as official mandates.

- Central America - CECADE: was very active in March as well, specially in Mexico where there a two organizations that are interested in foster the project in that country as focal points, they are CESEM - Centro de Servicios Municipales and the Equipo Puebla DECA. Other organizations such as Defensores de DDHH en San Cristóbal de las Casas, DPLF - Due Process of Law Foundation and IFES - International Foundation for Electoral System, has been contacted and are interested in participate in the project.

The Project's Director strengthened the relations with the second layer of organizations in the project, one of them is the Consejo Regional Indígena y Popular (CRIPX, Mexico). Taking advantage of a

meeting they were organizing from the 10th to the 11th of March, named "The right to preview consultation process of indigenous people in Mexico", CRIPX and CECADE developed a Mexican indigenous consultation on March the 12th which is nowadays the first consultation of the project's implementation.

Additionally CECADE facilitated the indigenous meeting at Muna (Yucatan) where it was held a consultatio, a general description could be seen in: <http://www.redlad.org/2016/04/grupo-focal-pasca-pueblos-indigenas.html>.

- Andean Region - Redlad: The organization in charge of the Andean Region (Democracia y Desarrollo International) decided to step a side of the Consortium but to collaborate in 2018 for the Summit of the Americas arrangements. Meanwhile Redlad has assumed the leadership on this region and has been establishing contact with organizations from Bolivia, Perú, Venezuela and Ecuador. So far Redlad has managed to set three focal points, one in Bolivia (Fundación Construir), and two in Ecuador (CEDEAL and Ciudadanía y Desarrollo). It was also identified one organization in Venezuela that could take the lead in that country (Transparencia Venezuela), but they are having second thoughts due to the rejection of the flag and logo waiver. In Colombia, it is more likely that the focal point will be the Confederación Colombiana de ONG (CCONG) but they are organizing the International Civic Society Week and asked to discuss their participation in May.
- Caribbean Region - Fondation Espoir: in order to re take the process in the Caribbean Region the project's team has facilitated all the documents and layers of the project, so the organization Director can understand the project and start its work in the region. In april, during the International Civil Society Week there would be a meeting between Cubans and the Foundation Director in order to establish partnerships.

#### Collaboration and Partnerships by the Team Project with OAS:

- On January the 4th, Gina Romero, had a meeting with Ambassador James Lambert (Secretary of Hemispheric Affairs) and Jane Thery (Director of the Department of Summits of the Americas) in Washington. In this meeting the OAS made some recommendations about the project such as considering the successful cases of citizen participation within the OAS, and to amplify the scope of the project to other scenarios besides the Summit of the Americas, including the ministerial meetings and the Assemblies.
- On January the 8th, Gina Romero had a meeting with the Permanent Mission of Peru in the OAS in Washington. The intention of this meeting was to present the project and inquire about the planning process of the 2018 Summit of the Americas. In the meeting the Mission said they have not started a planning process, they link this process with the results of the presidential elections. However, they emphasized in the capacity and prior experience in organizing high quality events. About the project they requested more information in order to share it with the Ministry of International Relations of Peru.
- On January the 8th Gina Romero met the Executive Secretariat for Integral Development (SEDI), Ideli Salvati. Ms Salvati mentioned one survey that they were holding within the OAS that helped to identify all the dialogues between the OAS and Civil Society Organizations. As a preliminary result they identified there are other scenarios where the civil society participation has a major impact rather than in the Summit of the Americas, such as the Inter-American Commission on Human Rights (IACHR), where there is a constant exchange between the it and the CSO's. The SEDI have not share the results yet.

#### Collaboration and Partnerships by the Team Project with other stakeholders:

- In January's report, the project's team wrote about a possible meeting with CSO's from Panamá with the intention of gathering the previous experience of civil society incidence in the 2015 Summit of the Americas. The festivities and the period of vacations impeded the meeting arrangements. As a consequence the project team looked for alternatives, independently organized virtual meetings with

Magaly Castillo, Alianza Projusticia (January 27th), who commented the experience they had in the Summit. She explained the role that each part (OAS, Panamanian Foreign Affairs Ministry and CSO group) played in the Summit's organization, as well as the challenges they faced due to the lack of timely information and of the 'politicization' the Summit had for the presence of Cuban Government. In relation to the consultation with CSO within Panamá, they did a big effort for organizing three national forums in which they had the opportunity of collecting inputs from the panamanian CSO to be delivered at the Summit. Now, they want to organize a forum one year after the Summit to do a follow up on the advance in those inputs and demands.

- On February the 2<sup>nd</sup>, Redlad's team had a meeting with Pablo de la Vega, the regional coordinator of the Inter-American Platform for Human Rights, Democracy and Development (PIDHDD), as well as with Billy Navarrete, the Ecuatorian representative, to present PASCA and inviting them to be part of the project. They have been disseminating the project's information and activities with all their members and will participate in its activities.
- On February the 17<sup>th</sup> Gina Romero, Project's Director, had an informal meeting with César Darío Escobar, from Colombia's Foreign Ministry. In a short conversation Gina presented PASCA and coordinated a formal meeting to be held on February.
- On February the 24<sup>th</sup> Gina Romero had an informal conversation with Hugo Woods, from Panama's Foreign Ministry and they agreed to have a formal meeting on March the 2<sup>nd</sup>, in this meeting Hugo explained his experience organizing the last Summit. About the number of participating organizations at the Summit he pointed out the importance of working with the Foreign Ministries in order to ask for spots and obtain approval. Another two relevant points were, firstly the lack of follow up from the CSO to the post-summit, there is a network from youth but not from CSO, and second one, the current debate about whether or not the mandates are valid for every single government which surely will affect the mandates monitoring.
- On February the 29<sup>th</sup>, Redlad's base team had a meeting with Moisés Sánchez from the Regional Alliance for Free Expression and Information with the objective of presenting PASCA and exploring the interest of the Alliance to participate in its activities. Initially Moisés agreed in replying the project's information among its members and also in participating in the dialogue for the creation of the mechanism for CSO participation.
- Regarding the International Civil Society Week Redlad achieved to establish a partnership with the organization Civil Rights Defenders in order to sponsor the attendance of 8 cubans for the Week and to co-organize a Cuban consultation and a meeting with the caribbean coordinator Hans Tippenhauer from the Fondation Espoir.

#### International Civil Society Week (ICSW)

From the 24th to the 28th of April, it will be held in Bogotá the [International Civil Society Week \(ICSW\)](#). Taking advantage of the presence in Bogotá of around 200 latin civil society representatives, Redlad will be leading some activities. Before to list them it is important to underline the partnership achieved with Freedom House and Civil Rights Defenders in order to work in consultations with Cuban CSO representatives, both organizations have agreed to organize activities with 16 activist they will be bringing to Colombia. The activities to develop are listed below:

- Seminar on **lessons to the OAS from different experiences of CSO participation in Multilateral scenarios**. This event will be held in April the 26th.
- **Hemispheric PASCA consultation** to create a dialogue with civil society organizations about the structure of the Civil Society Council, about the mandates monitoring and possible topics for the 2018 Summit of the Americas.

- **Cuban special consultation:** organized between Redlad, Freedom House and Civil Rights Defenders. It will count with the participation of around 15 Cuban activists that Redlad's partners will bring to Bogotá.
- **2nd Consortium meeting:** to follow the project implementation.
- **Meeting with national focal points:** a meeting with the national focal points from the Andean region.

**2. Executive summary:** During the period of this report, the team worked in four different types of activities:

A. Reports:

- On January the 25th the project's team uploaded in Grants Solution the first quarterly report of activities.
- On February the 15th the project's team sent January's monthly report.
- On March the 15th the project's team sent February's monthly report.

B. Designing and update of internal documents:

- *Stakeholder Mapping:* as it was mentioned in February the Consortium decided to do first a consultation among its members for professionals that could be able to produce this Study. As result, the Consortium decided to hire Julio Alfaro (El Salvador). Initially, the Team project wanted to take advantage of the collection of data through the Stakeholders Mapping, to ask the CSO about their interest in the Summit of Americas, their motivation in monitoring the Summit's commitments, their networks and strengths. However, Julio Alfaro had difficulties developing the instruments to collect the data and defining the methodology to apply it. Therefore the Team project decided to organize their databases (which have almost 900 CSO) and develop the online survey that was launched on March 16th (<http://ow.ly/ZsUsN>). Since that date, until March 31, the online consultation was filled by 64 organizations.
- *The Comparative Study on Best Practices and Lessons in CSO* is been carried on by Paulo Gonzalez, who was selected by the Consortium to do it. There are some advances which have had comments and suggestions by the Project Team. As it was written, the main results of this study will be presented during the International Civil Society Week in order to socialize the project and promote the discussion about this topic.
- *Focal Group:* following the strategy mentioned in prior reports, the Consortium has identified some events and international meetings where consultations can take place. The first consultation was in March 12 during an international meeting of indigenous people about the right of prior consultation in Muna, México. The workshop was facilitated by CECADE, the results of the Focal Group offered valuable opinions that are presented in the following power point presentation (Enclose 2).
- *Communication Strategy:* an important part of the communication strategy is the development of a Manual of graphic identity which unifies criteria, colors, fonts and more important the usage of the logos and the institutional image of the Flag of the United States of America. The manual is already developed (Enc. 8). According to this manual there have been created templates to use in Word and Power Point documents, as models for Consortium and focal points organizations.
- In March the Project's Team developed a first Proposal for the Mechanism of Participation of Civil Society (Enc. 7). This proposal was done according to the inputs from CECADE and from the reviewing process of other experiences on civil society participation in international initiatives such as the Open Government Partnership, Publish What You Pay and the Extractives Industries Transparency Initiative (EITI). This proposal has been discussed with the Consortium whom gave feedback about it, their opinions would be include in a second proposal.

C. Consortium update:

- In the last quarterly report it was informed the situation with the organization GOAL from the Caribbean region (Antillean region) who said they couldn't sign the sub-award agreement and neither to receive funds from the DOS due to a 'conflict of interest'. Redlad asked Participación Ciudadana (Dominican Republic) to take the lead, but they refused the proposal because they do not have the language capacities or the institutional capability. This was informed to the DOS on the meeting we had on

February the 3<sup>rd</sup>. After some consultations, Foundation Espoir-Jeune Ayiti (Haiti) accepted being the new Consortium representative in the Caribbean, this was informed to the DOS on February the 22<sup>nd</sup>. Espoire's Director, Hans Tippenauer, is fluent in French, Spanish and English which is an advantage to the communication and relationships in the Caribbean region.

- Two Subaward agreements had been signed (Enc. 3, Enc. 4): CECADE (El Salvador) and Semillas para la Democracia (Paraguay). Following the signing the project's team asked them the development of a work plan, (Enc. 5 CECADE, Enc. 6 Semillas) to establish activities and timelines, so far CECADE has deliver the work plan, its example has been taken for Semillas who is still working on it and some suggestions are being added to the detailed plan of the project.

Taking into account the mandatory use of the Flag of the United States of the America, the Project's Team is developing a modification in the subawards agreements in order to state this obligation as mandatory for the project implementation.

- Another important update is the situation occurred with the organization from Perú D&D - Democracia & Desarrollo International. On the 9th of March the organization Director, Elaine Ford, wrote a formal letter directed to the project's director in which she exposes the reasons to withdraw their participation in the project, she explained the decision came from the organization board who determined 1) their lack of capacity to achieve the project goals and 2) they willingness to foster their digital expertise within Perú. The letter was consulted and accepted with the Consortium.

**Comentado [1]:** Faltan los anexos de los subagreement firmados

#### E. Other Actions

- An intern, student of Government and International Relations, has been selected to help with the project activities, his name is Felipe Caicedo (Enc. 9). He will not be paid by the project, but will be a very useful help specially for research activities. Felipe will be supporting the team in the following activities:
  - 1) Networking connections of the project as well as support the data base updating.
  - 2) Analysis of Latin American context and produce short articles.
  - 3) Promotion of partnerships for the project's activities.
  - 4) Meetings arrangements.
- The project's team has found an office and is currently working from there, there is proper workplace to develop the project, it is located at the Calle 69 No. 4-68 office 202 in Bogotá.
- The webmaster/communication official has been selected and has been hired, his name is Daniel Santiago Mateus Cabra (Encl. 10). The call to apply was opened for two weeks and it was communicated on Redlad's Facebook profile. 72 CV were received and they were registered in a table (Enc. 11) to compare education, experience and pertinence of the profiles to the project's requirements. There were selected four candidates for interview and three of them were interviewed by Gina Romero and Yolima García.
- In order to work on the information management of the project and improve the communication for the project's development, the project's team acquired 9 licences of Google Apps for Work. Initially this allow the project's team and the consortium to have email accounts to foster the relations with other organizations as well as access to shared space in the cloud through Google Drive, working collaboratively on documents and use other apps, which facilitate the project's implementation.
- As a complementary task of the Communication Strategy the project team has started to produce information about the project development as well as about topics around the Summit of the Americas. As a result the team has developed a bulletin 'Entre Regiones' which would be sent each month and have agreed to publish some articles in the [Pulso Ciudadano](#) magazine.

#### Project Objectives:

1. To develop and implement a Civil Society Council that represents CSOs across the region in monitoring and advancing Summit priorities.
2. To increase collaboration in consultation and engagement between CSO and OAS to present recommendations for the 2018 Summit.
3. To improve CSOs' capacities to monitor the implementation and impacts of 2015 Summit commitments and to participate effectively in 2018 Summit processes.

**3. Description of results achieved during the period, using indicators for activities, outputs and outcomes associated with your agreement.**

**Activity 1:** To develop and implement a Civil Society Council that represents CSOs across the region in monitoring and advancing Summit priorities

ACTIVITY	INDICATOR	BASELINE DATA (include date/source )	TARGET (life of the agreement)	Result this Period	CUMULATIVE DATA and % of progress completed if applicable
1.1 Conduct a project planning meeting with the partners organizations	One Project Working Plan Document	N/A	1	1 general plan approved. There are subregional plans for South Cone and Central America. We are pending of the other subregions, but the main guide is the general.	88%
	Consortium members increase their confidence in their partners and in the process	N/A	6	1 baseline	25%
1.2 Organize three focus groups of 20 CSOs each to assess opportunities for creating the Council	One report to guide the creation of the Civil Society Council	N/A	1	1 first version of the proposal of mechanism to organize the participation of civil society at the Summit of Americas. It is going to be shared with organizations and consulted at meetings with different social actors.	10%
	Number of CSOs demonstrating increased levels of understanding and interest in participation in Summit-related events and activities.	N/A	90% of participants increase their confidence and show interest in participating in Summit related events and activities	From 64 CSO consulted about their interest in participate at the 2018 Summit of the Americas, 81% expressed high interest.  Measurement note: considering the aim of reaching 350 organizations (indicator 1.4), the 52 which expressed this high interest represent 14% of the indicator.	14%

1.3 Conduct a comparative study about similar regional oversight mechanisms and platforms	One Comparative Study of best practices and lessons in CSO consultation mechanisms	N/A	1	Advances in the identification of experiences.	40%
1.4 Develop and conduct a stakeholder mapping and engagement strategy	One stakeholders' mapping and engagement strategy	N/A	1	Data collecting stage.	25%
	One strategic communications plan	N/A	1	Design of project's logo and manual of graphic identity	10%
	Number of CSO surveyed that express interest and commitment to participate in the creation of the Council	N/A	350	From 64 organizations which filled the survey, 71.8% expressed high interest about joining a civil society council.  Measurement note: considering the aim of reaching 350 organizations, the 46 which expressed this high interest represent 13% of the indicator.	13%
1.5 Elaborating of draft documents for CSC establishment	Draft of the CSC proposal to be review by CSOs and other actors and partners	N/A	1	0	10%
	Percentage of CSOs' inputs taken into account in the draft document for CSC establishment	N/A	60%	0	0
1.6 Organizing five sub-regional working-coordination meetings to finalize CSO support for creation of the Council	Number of sub-regional working coordination meetings held, documented and socialized	N/A	100%	0	0
	Number of CSOs demonstrating increased levels of participation in the creation of the council and interest in participating in other Summit scenarios	N/A	250  90%	As it was reported at the 1.4 indicator: from 64 organizations which filled the survey, 71.8% (46 CSO) expressed high interest about joining a civil society council.  85.9% (55 CSO) expressed high interest about the construction of one agenda for the 2018 Summit.	49 CSO  77%



				73.4% (47 CSO) expressed high interest about monitoring the mandates of Panama Summit.  Measurement note: the cumulative data is result of the average of CSO and of their percentages in the three categories.		
1.7 Organizing an online vote to elect the members of the council	Number of CSO voting in sub-regional coordination meetings for the CSC creation	N/A	300	0	0	
	Number of members of the CSC elected	N/A	20 (2 women and 2 men for each sub-region)	0	0	
1.8 Organize the first meeting of Civil Society Council in Perú (2016)	One meeting held and systematized	N/A	1	0	0	
	Number of active members of the CSC	N/A	20 (2 women and 2 men for each sub-region)	0	0	
1.9 Redlad will help the council to establish its Secretariat and support the activities of the Secretariat	One CSCs working plan	N/A	1	0	0	
1.10 Develop a financial sustainability model for approval by the Council	One financial sustainability model developed	N/A	1	0	0	
	Number of Council members trained in the financial sustainability model	N/A	20	0	0	
1.11 Assist the Council Secretariat in design, implementation and monitoring a strategy of communication, relationship and knowledge management to support the interaction within the CSC and with the different stakeholders	One strategy of communication, relationship, and knowledge management	N/A	1	0	0	
	Percentage of CSO users of CSC's media and communicational scenarios	N/A	80%	0	0	

**Activity 2:** To increase collaboration in consultation and engagement between CSO and OAS to present recommendations for the 2018 Summit

ACTIVITY	INDICATOR	BASELINE DATA (include date/source)	TARGET (life of the agreement)	Result this Period	CUMULATIVE DATA and % of progress completed if applicable
2.1 Support the Council in the development of a consultation mechanism between the Council and OAS-SIRG to improve skills and awareness on the process	One consultation mechanism between the Council and OAS-SIRG developed	N/A	1	0	0
2.2 Establish a support network in Peru to work the 2018 Summit Agenda	One networking plan for building the 2018 Summit Agenda	N/A	80%	0	0
2.3 Establish an ongoing consultation process with governments	Percentage of countries reporting information	N/A	70%	0	0
2.4 Develop and Sign an agreement between the Council and SIRG	One agreement subscribed between the Council and SIRG	N/A	1	0	0
2.5 Organize 5 sub-regional consultation in coordination with OAS Summit, and one virtual online consultation	Number of regional and sub-regional consultations between the Council and representative organizations held	N/A	1 regional and 5 sub-regional consultation meetings	0	0
	Number of CSOs consulted during the development of the CSO recommendations for the 2018 SIRG	N/A	400	0	0
	One document with the Civil Society agenda for the 2018 Summit, presented to SIRG	N/A	1	0	0
2.6 Conduct 6 Council meetings, 2 each year from 2016 to 2018	Number of council meetings held	N/A	6	0	0
	Council members acquire experience and confidence in relation with CSO, OAS-SIRG and other actors	N/A	90%	0	0
2.7 Strengthen the participation of the Council and CSOs to the 2018 Summit	Number of meetings among Council, Secretariat, SIRG, and governments to secure CSO participation.	N/A	20	0	0
	Number of Western Hemisphere CSOs, targeted by the project, that express interest in	TBD	800	0	0

	participating in the Civil Society Forum at the 2018 Summit.					
	One document with the Civil Society recommendations to the SIRG	N/A	1	0	0	
	Percentage of presented CSO recommendations from the civil society council incorporated by Summit stakeholders into Summit documents or activities	N/A	40%	0	0	
	Number of CSOs demonstrating increased levels of participation in Summit-related events and activities.	TBD	600	0	0	
	Number of CSOs reporting increased and substantive CSO engagement in the Summit process as a result of the CSO mechanism	N/A	300	0	0	
	Percentage of CSOs reporting increased satisfaction with the Summit process.	TBC	60%	0	0	

**Activity 3:** To improve CSOs' capacities to monitor the implementation and impacts of 2015 Summit commitments and to participate effectively in 2018 Summit processes

ACTIVITY	INDICATOR	BASELINE DATA (include date/source)	TARGET (life of the agreement)	Result this Period	CUMULATIVE DATA and % of progress completed if applicable
3.1 Develop a mechanism for monitoring and evaluating implementation of Summit commitments to be used by the CSO community	Percentage of prioritized 2015 Summit mandates monitored by the council and relevant CSOs.	N/A	At least 40%	0	0
3.2 Conduct a needs assessment for technical assistance and capacity building among CSOs across the region, to improve knowledge and feedback on monitoring and evaluation mechanism /practices	Number of CSOs demonstrating increased ability to research, monitor and report on Summit commitments in their sub-regions.	N/A	44	Some questions about strengths of the CSO are included in the current Survey. Which is going to offer the baseline to design the plan of enhancement.	0
3.3 Design and implementation of a plan of enhancement and technical assistance according to the needs identified	Number of CSO joining the enhancement in capacities for monitoring and evaluation	N/A	70%		0
3.4 Provide training and Technical Assistance to at	Five training activities held (one in each	N/A	105	0	0

least 100 CSOs for implementing the mechanism/Summit commitments	subregion) and one Technical assistance action per CSO involved in the follow up					
3.5 Produce joint report on outcomes of the 2015 Summit of the Americas	Number of CSO participating in the joint report	N/A	50	0	0	
3.6 Coordinate the adoption of the Monitoring and Reporting Mechanism	Number of CSOs reporting increased and substantive CSO engagement in the Summit process as a result of the CSO mechanism	N/A	50	0	0	
3.7 Monitoring and evaluate programs/projects that impacted the commitments made at the Summit	Number of reports of advance in programs/projects impacted by the commitments	N/A	22	0	0	

#### Monitoring and Evaluation Indicators

ACTIVITY	INDICATOR	BASELINE DATA (include date/source )	TARGET (life of the agreement)	Result this Period	CUMULATIVE DATA and % of progress completed if applicable
Methodological design	One set of orientations for explicit knowledge management	N/A	1	Orientations and solving questions to the team project and Consortium partners to manage the folders' structure organized in the shared Drive, which is the repository for methodological documents, guides, proposals, memories and databases of the project performance.	15%
Elaborate baseline of the project	One report of the baseline	N/A	1	0	0
Elaboration and management of databases for participation monitoring	One database system for monitoring participation of CSO in activities and discussions	N/A	1	187 personal and institutional contacts are into the project's directory and the database of organizations reach to 1253	15%

Design and measure CSOs' capacities at national, sub-regional and thematic levels	One report of final state of CSO's capacities (including base line)	N/A	1	Some questions about strengths of the CSO are included in the current Survey. Which is going to offer baseline information to design the strategy.	0	
Evaluation of the process	One report of results, impact and recommendations	N/A	1	0	0	

#### 5. Challenges, lessons learned and best practices related to your project:

- The situation in the Caribbean Region was a challenge already solved. However the catching up of the new organization has to be very soon in order to keep the oncoming activities.
- The new situation that is been handled is the withdraw of Perú. REDLAD has assumed the leadership of the Andean Region and is working to establish national focal points.
- One practice that has been accepted -as it was explained before- is the consolidation of national focal points, so far each organization from the Consortium is looking for national organizations and some alliances has been established. However the Consortium members have mentioned the difficulties when telling the project's benefits, some organizations hesitate to cooperate if there is not enough budget to work nationally.
- The Consortium members have identified the challenge of getting engage other civil society organizations, especially those whom the consortium members are expecting to collaborate as focal points nationally, however they have managed to show the benefits of the project, moreover about the opportunity of having a wider influence with their participation.
- Another challenge is the accomplishment of the project's timeline. It means to consider different rhythms of response from organizations in different regions and countries, also, that these organizations have their own agenda and previous commitments, and it is needed to negotiate with them their time and attract their interest.
- The Consortium have been finding that some Foreign Affairs Ministries do not recognize Panama's Mandates, which means they will not present reports on its advances.
- From best practices it is important to mention the strategy of watching international events that gather civil society organizations in which the Consortium can develop hemispheric or regional consultations.
- One of the best practices came from the advice of CECADE. They purpose to have letters of certification for the national focal points as well as introduction letters to the permanent representatives at the OAS. With this formal presentation and accreditation the focal points can feel identified with the project and with its support.
- Another important challenge is use of the US. Flag, for some organization such as the ones located in left-wing countries such as Venezuela and some from the caribbean, it can affect their credibility from the Civil Society and and a problematic situation with their governments.

#### 6. Upcoming Events:

- In the first week of April Redlad's team is planning, taking advantage of the CSO representatives that will be in Washington for the IAHRRC hearings, Redlad is planning to have: i) a Hemispheric consultation, ii) meetings with organization that can become focal points in Canada, the USA and Brazil, iii). Meeting with representatives from indigenous groups from Perú, Panamá and Ecuador.
- Meetings at the International Civil Society Week (ICSW) as well as the second Consortium Meeting in the last week of April 2016 in Bogotá.
- The organization Semillas para la Democracia will organize a sub-regional meeting on May 2016, its logistics preparation will start on April.

#### 7. Timeline

In general, the project is advancing according to the approved timeline. However, there are some notes which were included in the monthly reports on January and February. Please follow the numbers in front of the correspondent activities and its notes:

1. Considering the holidays between december and January and the difficulties to contact most of the organizations which were going to be included in the stakeholders mapping, it was postponed to starts at the end of January and during February. As it was exposed at the point 2B in this report, at first one consultant was hired to work on it, but then it was developed an alternative approach using databases collected by the project's team and applying an online survey which is still opened.
2. To optimize time, resources and contact with the CSO, at the beginning it was decided to develop one single instrument to collect information about this and other issues. It is going to be applied

simultaneously to the mapping stakeholders' instruments. However, later the team project realized that it was not practical. So there is a delay because of that decision. From the results of the survey, it is going to be developed the analysis of relations and relevance, with the support of the Consortium members.

3. Considering that this product, the comparative study started three months after the initial date (on February 2016), its results are going to be obtained on April. Even, it is going to be presented during the International Civil Society Week (ICSW) in Bogota, on last week of that month.
4. Doing the detailed working plan of the project, it was found that this activity (programmed on december 2015) must appear later, once the Civil Society Council is elected. So, it was moved to September of 2016.
5. This mechanism will be developed during the consultation process with the CSO. The first input came come from the first focus group in Mexico on March, and it was developed a proposal for the collaborative work with CSO organizations and other stakeholders.
6. The Team project identified that the methodologies will be developed and improved according to the project's performance. Therefore, this activity continues to respond to the permanent project's demand.
7. As part as the baseline it was conducted a survey to the Consortium members on their first meeting on December 2015. Also the current survey to civil society organizations is collecting useful information for this purpose. The comparative study and the stakeholders mapping will complete the landscape.
8. In spite of the structure of the databases was built on January and improved on February, the databases are not finished yet, daily, they are being enlarged and updated from the project performance and contacts.
9. Considering that the sub-agreements were signed on February, this activity (planned for December 2015) started on March.

	2015			2016		
	oct	nov	dec	jan	feb	mar
	Q 1			Q 2		
	M1	M2	M3	M4	M5	M6
<b>Objective 1: To develop and implement a Civil Society Council that represents CSOs across the region in monitoring and advancing Summit priorities</b>						
Redlad/Consortium held planning meeting with partners' organizations						
Redlad/Consortium design a stakeholder mapping and engagement strategy (reviewing Redlad's methodology)			1			
Redlad/Consortium design and conduct an on-line survey to solicit ideas on the Council's structure and processes for making joint CSO recommendations.			2			
Comparative study about similar regional oversight mechanisms and platforms, their best practices and lessons					3	
Redlad/Consortium develop and implement a strategic communications plan, based in survey's results (including the creation of a portal for dissemination and consultation actions)						
Redlad/Consortium elaboration of draft documents for CSC proposal (organogram, bylaws, description of roles and responsibilities)						
<b>Objective 2: To increase collaboration in consultation and engagement between CSO and OAS to present recommendations for the 2018 Summit</b>						
Redlad/Consortium supports the Council in the developing of a consultation mechanism between the Council and OAS-SIRG, participation of OAS country directors				4		
<b>Objective 3: To improve CSO's capacities to monitor the implementation and impacts of 2015 Summit commitments and to participate effectively in 2018 Summit processes.</b>						
Redlad/Consortium develop a mechanism for monitoring and evaluating implementation					5	

of Summit commitments to be used by the CSO community						
Redlad/Consortium conducts a needs assessment for technical assistance and capacity building among CSOs across the region						
<b>Program Management</b>						
Redlad/Consortium develop and assesses work plan						
Redlad/Consortium held meetings with partners to get feedback and follow up the activities						
Redlad/Consortium prepare narrative and financial quarterly reports						
<b>Monitoring and Evaluation</b>						
Redlad/Consortium general methodologies review and design (participation, systematization, information collection, etc).				6		
Redlad/Consortium Review and consult methodologies with DOS				6		
Redlad/Consortium elaborate baseline of the project					7	
Redlad/Consortium elaboration and management of databases for participation monitoring					8	
Redlad/Consortium design and measure CSO's capacities at national, sub-regional and thematic levels						
Redlad/Consortium develops PMEP						
Redlad/Consortium collects data						
Redlad/Consortium conducts quality control of partner activities				9		

Once the plan is finished, we will report the changes that we see in relation with the proposed timeline.

**8. Budget** Provide an update of the budget by budget category. Effective expenses, up to February 29th

Categories	State Dept Funds	Cost Share	Total
A. Personnel	35,786	0	37,236
B. Fringe Benefits	7,567	0	7,567
C. Travel	11,216	1,447	12,663
D. Equipment	N/A	N/A	N/A
E. Supplies	710	0	710
F. Contractual	11,875	0	11,875
G. Construction	N/A	N/A	N/A
H. Other	5,587	0	5,587
<b>I. Total Direct Charges</b>	<b>72,739</b>	<b>1,447</b>	<b>74,186</b>
J. Indirect Charges	4,687	0	4,587
<b>K. Total Costs</b>	<b>76,826</b>	<b>1,447</b>	<b>78,733</b>