



Gland, 19 March 2020

Dear MAVA partners,

I hope that you and your families are staying safe and healthy in these uncertain times. We have been in touch with many of you and I know that you are handling the situation with care and thoughtfulness for you and your teams. This message is to assure you of our continued support and flexibility in these trying times.

The situation creates quite a bit of uncertainty and we have received many queries from partners about handling them. Our priority is to ensure that your organization and staff go through this situation as smoothly and safely as possible, and for MAVA-funded projects to be adapted in the most relevant manner. Therefore, let me share with you our approach and some key points.

Payment of tranches

All MAVA staff are working from home for the foreseeable future. We have procedures in place to ensure the continuous support to our partners, without interruption to payments of tranches due. We also have back-up plans to ensure continuity in case any of us – or many of us – become incapacitated. Thus payments should be able to be processed at more or less a normal speed on our side.

Delays in implementation

We understand that in many cases agreed workplans will shift and some activities will cease altogether (e.g. seasonal activities which cannot take place). Field visits will be limited, and all gatherings will be postponed. Within the context of our Outcome Action Plans, we all have been working on tight timelines with little room for slippage, so this creates a dilemma.

If you are expecting to experience significant delays in implementation, please reach out to the relevant Programme Manager at MAVA to discuss. Our priority is to ensure that salaries continue to be paid, even when activities are slowed or halted. We remain flexible to amend, rethink or shift workplans as necessary.

As the situation evolves, we will review what impact delays may have on our ability to stick to the results chains as defined for the outcome action plans or and achieve the results hoped for. But we are not there yet and will have to see how long the current situation will extend.

IMPORTANT: It is essential to talk through anticipated changes with your Programme Manager. We are willing to be as flexible as needed, but only if discussed and agreed with the relevant Manager. We will not accept post-facto changes that were not discussed in a timely manner with the MAVA Programme Manager.



If you are able to manage the situation without any major adaptations needed, then there is no need to reach out to the Programme Manager at this time.

Deadlines for reports on on-going projects

If your report is due soon, you may postpone sending us the report until 1 May 2020 without prior consultation. Contact your Programme Manager if you foresee delays in being able to submit reports by then. Since payments of tranches are usually linked to reporting, we understand this can have important financial repercussions, so please discuss this as well with your Programme Manager if a delay in reporting causes undue financial strain on your organization.

Rules on under-spending

For this final phase of funding, we have a rule requiring significantly underspent funds to be returned to MAVA. We understand that delays in implementation will affect spending rates. As we see how long activities are delayed, we will decide on how to deal with the situation in a way that is fair and coherent for everyone. Rest assured that you will not be penalized for delays in activities and related underspending that is out of your control. We will communicate about this in more detail by the end of April at the latest.

Additional funding for urgent needs

MAVA stands ready to provide additional support for specific urgent needs. The current situation may put a strain on your organizations, particularly smaller organizations which can be more vulnerable. You may run into difficulties due to various knock-on effects of the crisis.

If you anticipate significant under-spending in your project due to activities not being able to be carried out, the first source of support would be to talk through with your Programme Manager potential diversion of funds likely to be underspent to other urgent purposes.

If you have urgent needs that cannot be covered in that way, please reach out to us to discuss. We have made available an emergency fund for this purpose and ask you to do your part in only requesting emergency funds when strictly necessary. Priority will be given to smaller structures and partners involved in MAVA outcome action plans.



Additional information for partners involved in outcome action plans:

On-going mid-term evaluations and planning for next phase of outcome action plans

For mid-term evaluations and Outcome Action Plans v. 2.0 that have already been approved and contract signed, please continue with business as usual to the extent possible and contact us to discuss any necessary revisions to workplans or spending.

For mid-term evaluations and Outcome Action Plans v. 2.0 that have already been approved, but the full project proposals and contracts are not yet done, please rethink the workplans and budgets in light of the current situation and anticipated delays.

For mid-term evaluations and Outcome Action Plans v. 2.0 that have not yet been approved, please integrate the new situation into your planning and proposals.

For mid-term evaluation workshops that have not yet taken place, all workshops are cancelled and all work will be done virtually. We are reviewing with Foundations of Success how best to re-arrange the process to do it remotely. FOS are confident that this can happen smoothly. As soon as possible, we will communicate with each relevant group of partners how we propose to proceed.

Approvals and allocations

We will continue to hold regular sessions to review and approve mid-term evaluations, outcome action plans, project concepts and final project proposals. Even if activities must be delayed, we will continue approvals on an on-going basis so that work is ready to begin as soon as the situation allows for it. If the schedule of allocation meetings needs to be adapted, we will inform affected partners.

I hope this helps to answer some of your key questions. Please let me know if there are additional questions or issues to address. Please bear with us in case of minor delays on our part.

Meanwhile, please stay healthy and careful. The first priority is to ensure the safety of all staff and their families. We at MAVA are ready to help where we can.

With warm regards,

Lynda Mansson
Director General