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| **ACT ANNUAL FORUM REPORT 2016** |  |
| Name of the Forum | ACT Palestine Forum -APF |
| Members of the Forum | **ACT- APF Members –With office presence In the Region** 1 Christian Aid (CA)2 Dan Church Aid (DCA)3 The East Jerusalem - Young Men Christian Association (EJ-YMCA)4 Evangelical Lutheran Church in Jordan & the Holy Land (ELCJHL)5 International Orthodox Christian Charities (IOCC)6 Lutheran World Federation (LWF)7 Department of Service for Palestinian Refugees /Middle East Council of Churches (MECC/DSPR)8 Norwegian Church Aid (NCA)9 Church of Sweden (CoS)10 Finn Church Aid (FCA)11 Diakonia Sweden12 ICCO-Cooperation13 HEKS14 Diakonie Katastrophenhilfe | **ACT-APF Members –Without office presence In the Region** 15 Christian world Service-NZ16 Act for Peace17 Church World Service18 Bread for the World | **Observers**

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| 19 Finnish Evangelical Lutheran Mission (FELM) |
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 | **Guests**

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| 20 Embrace the Middle East  |
| 21 Jerusalem Interchurch Center  |
| 22 Mennonite Central Committee |

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| Chair/Coordinator | Name & Organisation:APF Convener in 2016: NCA/DCA Mr. Antony Grange APF Convener in 2017: ELCJHL APF Coordinator : MECC/DSPR Mr. George Stephan | Email address:agr@dca.dk bthabet@elcjhl.org georgeabuemil@gmail.com |
| Key Contacts | Communications Focal Point (name and email):  | Advocacy Focal Point (name and email): Rev Mark Brown mark@lwfjerusalem.org  |
| Memorandum of Understanding | Finalized and signed: YES / NOYes  | Comments:  |
| Annual Forum Work plan  | Do you have a Forum Work plan for 2015 based on the Global ACT Strategy? YES/NOYes  | Comments (ie do you plan to develop one? Would you need support in doing this?):A special meeting was held to look at APF strategy , with action plan and priorities set up. |
| Date of Annual Meeting 2016 | 1 December ,2016  | Key comments: Aim of the meeting was The APF is committed to working closely with a variety of partners in order to achieve the highest level of impact in its awareness building and advocacy on the occasion of 50th anniversary of the Israeli Occupation |
| Date of Annual Meeting 2017 (if known) | Not Known Yet  |
| Dates of meetings during 2016 |  9th of Feb ,10th of March , 5th of May , 2nd of June , 14th of July ,29th of August ,15th of Sep, 13th of Oct, 1st od Dec . In addition to number of unofficial meetings. |
| Forum Emergency Preparedness and Response Plan (EPRP) | Do you have a Forum EPRP that has been updated in last 12 months? YES/NOYes  | Comments (eg do you plan to do one? Would you need support?): A workshop has been conducted in 2016 with the main objective to revisit APF EPRP plan . To do list has been developed out of the workshop , with certain information that needs to be collected from members in order to update the existing plan . The updated APF EPRP is expected to be ready by beginning of 2017.  |
| Capacity Building:  | List any training or capacity building initiatives undertaken at the forum level in 2016:The third training for HAP-CHS Training was conducted , with special invitation extended to JSL forum and other members in the region . The final training focussed on the remaining 6-commitments;1. Appropriate responses
2. Timeliness
3. Preparedness, resilient and less at risk.
4. Coordinated complementary assistance
5. Learning from experience
6. Managing resources effectively.

 APF has identify capacity building gaps and needs for the forum members  |

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| Summary of Key achievements working together as a forum | * We managed to revisit our Emergency Preparedness and Response Plan, have the workshop and advance the revision – to be continued and finalized in 2017.
* We had a successful annual APF annual meeting. Successful in several ways: the meeting was focused on one specific topic (advocacy 2017) and prepared in advance by a sub-group and the recruitment of a facilitator. It succeeded in gathering several other key stakeholders important to the work and coordination of APF, either from within the WCC and ACT Alliance world, or from the international and local networks. This increased the APF visibility, connectedness as well as potential to contribute and complement the mass of advocacy efforts that will be delivered in 2017.
* The APF group is now very mature and much more united and in solidarity than in the previous years, making its ability to plan and respond with one voice much stronger.
* APF prayer Vigil is proven to be successful with more than 62 churches and Churches related organization Joining , from more than 12 countries. A new formats has been developed for the prayer vigil , with linking the vigil to themes of focus for every month
* Moving more towards having a collective advocacy voice, when it comes to Palestine.
* Drafting of Advocacy protocol and Advocacy concept paper for the 50 years of occupation
* Mapping of APF members was done that list Agency, Regional offices /Representation in the area,Areas of success ,Country Programmes Thematic Focus, Geographical areas, Local partners and networks in relation to programs, Advocacy themes incl. international Advocacy mechanisms, forums and/or networks ,Themes for joint action , Donors (existing and potential) Others Information to share
* APF Coordinator has been part of global accompaniment group with task of reviewing ACT Alliance forum policy, the ACT Alliance Forum Good Practice Guide & ACT Forum Award
* APF is responsive to the needs and crisis – Appeal was issued on follow up to war on Gaza (On Going crises in Gaza and in West Bank)
* The capacity development plan and what has been achieved, if to compare with other ACT fora.
* The third training FOR HAP –CHS training was conducted with invitation been sent to all members in the ME region .
* APF has identify capacity building gaps and needs for the forum members
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| Summary of Key challenges | * Still some agencies that are ACT Alliance members are not engaging much if at all with the forum.
* Are we able, today, to develop jointly a shared needs assessment of a situation, and to have it translated into a response (appeal) that is solely focused on the needs arising from the assessment?
* Not being able to work collectively in terms of programmes, appeals, etc.
* Capacity building Workshops- logistical challenge with making sure that people could attend specially, people coming from Gaza.
* The issue of Joint Advocacy remain a big challenge,
* Processional Communication reports still an issue
* How to keep the Palestinian issue on the Global agenda
* Low Level of contribution to current appeal
* APF should find a way to better link with global counterparts (Forums)
* Ability to place ourselves, as ACT Alliance and APF members into the humanitarian and development map of Palestine. We need to have more visibility, even outside the Appeals.
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| Summary of Lessons Learned | * Trainings can build the sense of belonging between the different ACT members in a Forum or between forums, and within the reality of constant renewal, training and capacity development needs to be ongoing.
* APF seeks to coordinate its activities and messages for advocacy with other networks that already enjoys close cooperation, such as the World Council of Churches (WCC) and the National Coalition of Christian Organizations in Palestine (NCCOP).
* Members feels that more work should be invested in keeping the Palestine cause on the agenda of the international partners, specially with all development in the Middle East .
* A mechanism for fundraising or marketing the appeal should be studied.
* Excellent cooperation between APF and ACT Alliance secretariat have proven to reflect positively on our work and reporting.
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| How has the individual work of the ACT members benefitted from being part of the ACT Alliance forum in 2016? | * Exchange of information and mutual capacity building among partners.
* The different mandates of APF members complement the work
* Outreach: we are able to outreach and operate in the area regardless of the restriction’s and limitations.
* We have very good and diverse experiences (North-South/Local – International)
* APF members have wide constituencies.
* Through local connections, we have the ability to identify the real needs.
* Networking and good connections with CBOs, and WCC Bodies.
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