

## TAP Network Steering Committee - 2020-2021 Steering Committee

### Meeting Decisions

16 October 2020

**Present:**

- Mr. Peter van Sluijs, CSPPS
- Ms. Florence Syevuo, SDG Kenya Forum
- Mr. Hideki Wakabayashi, ADA
- Ms. Linh Nyugen, ADA
- Mr. John Romano, TAP Secretariat
- Ms. Claudia Villalona, TAP Secretariat
- Ms. Jean Scrimgeour, Accountability Lab

**Absent:**

**Next meeting:** 30 October 2020

**Chairing Meeting:** Ms. Judith Kaulam, Poverty Reduction Forum Trust

Comment [1]: was chaired by me / Peter

### DECISIONS TAKEN FROM CONFERENCE CALL IN GREEN; FOLLOW-UP ITEMS IN BLUE

#### Agenda Items:

1. Review and Approval of last Steering Committee Call Notes (5 minutes)
2. Review of Draft Survey on SDG16+ Civil Society Toolkit (10 minutes)
3. Review of Overview of Swiss Funding Proposal (15 minutes)
4. Partnership Updates (15 minutes)
  - a. Update on Membership Refresh
  - b. TAP Partner Engagement - Call with TAP Partners (last week of October/First week of November)
1. Review of TAP Partner Applications (10 minutes)
2. AOB
  - a. Hideki

#### **1. Review and Approval of last Steering Committee Call Notes**

##### **Discussion:**

You can find the last Steering Committee Call notes in the google doc here:

<https://drive.google.com/file/d/1d2azxySVpX71EA1YVg8IXb0Pa7TjZ0AB/view?usp=sharing>

A few comments were made to correct a few details.

##### **DECISIONS**

- The Steering Committee moved to approve the last Steering Committee call notes from the 2 of October 2020.

#### **2. Review of Draft Survey on SDG16+ Civil Society Toolkit**

##### **Discussion:**

You can find a draft of the survey we will look to send to the TAP Network Membership in the weeks ahead on the SDG16+ Toolkit and Spotlight Reporting in the google doc here:

<https://drive.google.com/file/d/1T-Er5dO3rYnnCqWhjHSfOnnp0zjV1OOQ/view?usp=sharing>

The Secretariat introduced a draft survey to the Steering Committee designed to solicit feedback from the membership on the update to the toolkit: How it was used and what should be included in the revision. The survey, which will be released in the next few weeks, will be focused on preliminary feedback ahead of a second survey in early 2021 to collect content. The Secretariat asked members to provide their thoughts and comments on the draft survey to be finalized by the end of next week and sent out early the following week.

Accountability Lab noted that it would be helpful to get more targeted feedback from those who used the toolkit. The secretariat should add questions at the beginning to identify who used the resource. The Secretariat agreed that targeted feedback is important and plans on following up with colleagues who participated in national workshops in the past. Additionally, the secretariat plans to host a coordination call and a separate partners call to discuss the toolkit and what the membership needs in the update.

#### Follow-up

- **The Secretariat will incorporate members' feedback into the draft survey and share it with the Committee. Members should provide comments and feedback before the middle of next week.**
- **The secretariat will finalize the survey by the end of next week and share it with the membership early next week.**
- **The Secretariat will also plan a coordination call and partners call for next month**
  - **With guiding questions for the toolkit feedback**

### 3. Review of Swiss Funding Proposal

#### **Discussion:**

You can find a draft overview of the proposal we are looking to submit to the Swiss government in the google doc here:

[https://drive.google.com/file/d/11M\\_Q7XZXq56Mf7NfSzwDUbDGJyP6toYe/view?usp=sharing](https://drive.google.com/file/d/11M_Q7XZXq56Mf7NfSzwDUbDGJyP6toYe/view?usp=sharing)

The Swiss have indicated their interest in providing long-term funding. They will reach out once they need a proposal but it would need to be a quick turn around. The secretariat has outlined the basis of what a proposal may look like and asked for feedback from the SC. With planned activities for each objective, it is based on the Strategic plan and a projection for a year or two beyond.

In regards to the question posed by PRFT, the proposal is based on in-person activities, considering that the funding will likely not come in until mid 2021. It is also easier to push budget lines for in-person activities.

Accountability noted that the proposal should be tailored to fit the Swiss government's funding objective and how TAP's activities will advance them in a broader sense. The secretariat agreed and will coordinate with relevant partners such as the Localization Consortium.

Comment [2]: full name

**Follow up:**

- **The Secretariat will incorporate the members' feedback to share with the SC.**
- **It will also flesh out the details further and reach out to relevant partners, including the Localization Consortium**

**4. Partnership Updates**

- a. Update on Membership Refresh
- b. TAP Partner Engagement - Call with TAP Partners

Looking to host a call with TAP Network Partners to solicit feedback on TAP Partner structure and any suggestions for changes to be made. Possible dates last week of October/First week of November?

Comment [3]: has this already been scheduled?

**Discussion:**

The secretariat updated members on the membership refresh which has gotten 102 responses on the google form. Moreover, interest in becoming a TAP partner has grown as a result. They will continue to send reminders each week with a clarification that TAP partners are not required to fill out the form but are encouraged to do so. The partner structure will be reviewed following the membership refresh process.

The Secretariat also shared plans to hold a TAP Partner call to discuss the updates to the Goal 16 toolkit and partner structure, among other topics, in early November. This will be followed by a TAP membership call that will review the membership refresh process.

**Follow up:**

- **The secretariat will continue to send reminders to the membership and clarify to partners that their response is not required but helpful**
- **The secretariat will coordinate with the Steering Committee co-chairs to plan a call with TAP Partners in early November, followed by a Membership Call**
  - **The secretariat will develop a concept note with guiding questions sent in advance of the call as well as the results of the membership survey**

**5. Review of TAP Partner Applications**

**Discussion:**

You can find all 6 of the applications for TAP Network Partners here:

<https://drive.google.com/file/d/1G90-Co9x3PaSGOQPuvjSQRUXuHwFZosy/view?usp=sharing>

**Yes:**

Institute for Democratic Action & Development (IDAD) – Very clear mission and line of work around transparency and accountability in electoral processes

Consolation East Africa – Very clear on work around gender equality and the SDGs. Also, a Kenya-based organization so Florence might be able to vouch

**Follow-up for more info:**

UN-NGO IEO-World Distribution Federation – Very clear work with capacity building programs around UN, but was not as clear about the link to TAP's work

Badhon Manob Unnayan Sangstha – Need more info on how this organization will contribute to TAP's work specifically

**Already a TAP Partner**

Our Lady of Perpetual Help Initiative

Bangladesh NGOs Network for Radio and Communication (BNNRC)

**DECISIONS:**

- **The Steering Committee moved to approve the Institute for Democratic Action & Development and Consolation East Africa as TAP Partners**

**Follow up:**

- **The Secretariat will follow up with UN-NGO IEO-World Distribution Federation and Badhon Manob Unnayan Sangstha to provide more information on their application**

**Comment [4]:** unclear how this was done - as both decisions were postponed / to no objection procedure for 1st and asking Florence for more info on 2nd

**6. AOB**

**Discussion:**

At the beginning of the call, ADA introduced its new representative, Linh Nguyen to take over the current representative's role. Nguyen introduced herself to the Steering Committee and members welcomed her.