

TAP Network Steering Committee - 2020-2021 Steering Committee

Meeting Decisions

29 September 2021

Present:

Mr. John Romano, TAP Secretariat
Ms. Jean Scrimgeour, Accountability Lab
Ms. Judith Kaulem, Poverty Reduction Forum Trust
Ms. Linh Nguyen, ADA
Ms. Florence Syevuo, SDG Kenya Forum
Mr. Peter van Sluijs, CSPPS
Ms. Claudia Villalona, TAP Secretariat
Ms. Ellery Wong, TAP Secretariat

Next meeting:

13 October 2021

Chairing Meeting:

Ms. Judith Kaulem, Poverty Reduction Forum Trust

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

Agenda Items: [📄 Agenda TAP_SC_ConfCall_29September2021](#)

1. Review and Approval of last Steering Committee Call Notes (5 minutes)
2. Review of TAP Capacity Strengthening Strategy Next Steps (20 minutes)
3. Review of TAP Partner Applications (10 minutes)
4. Finalize ToR and next steps for TAP Steering Committee elections (10 minutes)
5. Partnership updates (10 minutes)
 - a. Date for next TAP Coordination Call?
6. AOB

1. Review and Approval of last Steering Committee Call Notes

Discussion:

You can find the last Steering Committee Call notes from August 11, 2021 in the google doc here: [📄 2021-08-25_TAP Network Steering Committee ConfCall 25August 2021](#)

DECISIONS: The Steering Committee moved to approve the call notes from August 25 2021

2. Next steps and timeline for TAP Steering Committee elections

Discussion:

The Coordinator provided an overview of the suggested timeline, process/ next steps and eligibility requirements for the next TAP Steering Committee elections:

Suggested timeline for TAP Steering Committee nomination and election process:

Final Application Period for Organizations interested in nominating for TAP Steering Committee: October 2021 (2 Steering Committee calls to approve TAP Partner applications before 1 November 2021)

Steering Committee Nomination Process opens: Monday, 1 November 2021

Nominations end: Tuesday 23 November 2021 (22 days for nomination process)

Voting Begins: Wednesday 24 November 2021

Voting Ends: Friday, 10 December 2021 (16 days for voting)

Announcement of Results: Monday, 13 December 2021

Transfer of mandate from current Steering Committee to 2020-2021 Steering Committee:
Saturday 1 January 2022

Eligibility Requirements (carry-over from elections in 2019):

Any organization that is a current TAP Network “Partner” is eligible to self-nominate their organization and vote in election for the TAP Steering Committee. You can find a breakdown of the TAP Network Membership Engagement Structures, including information on TAP Network “Partners” attached and at www.tapnetwork2030.org/join .

You can also find a list of **organizations that are eligible for self-nomination and voting**, according to the above and attached guidelines outlined in the Terms of Reference, in the google doc of eligible organizations here

Note: The current Steering Committee will review final TAP Network “Partner” applications for eligibility in this Steering Committee nomination process on Friday 8 November 2019. Therefore, you may still submit an application to become a TAP Network Partner through 7 November 2019 to be eligible for nominations for the Steering Committee. However, please note that after this date, no new “Partners” will be eligible to nominate for the Steering Committee.

· This 2020-2021 TAP Network Steering Committee will be comprised of 3 organizations from the “global south” (organizations headquartered in non-OECD countries) and 2 Steering Committee spots open for organizations from the “global north” (organizations headquartered in OECD countries). For a full list of OECD countries, visit <http://www.oecd.org/about/membersandpartners/list-oecd-member-countries.htm>

· **Two Steering Committee slots will be open for nominations and voting from each of the “Global South” and the “Global North” as defined above.**

· Please note that, as always, it is **ORGANIZATIONS/INSTITUTIONS** that are represented on the TAP Network Steering Committee and **NOT INDIVIDUALS**. While individuals will represent their institutions on the Steering Committee, this is a very important distinction to clarify, to ensure that your institution has buy-in into the work of the TAP Steering Committee.

· All nominating organizations must provide the name and contact details for a primary AND an alternate representative to the TAP Steering Committee at the time of nomination, on the google form. [Current draft of TAP Steering Committee Terms of Reference:](#)

The coordinator opened the floor to the SC for thoughts and feedback on the proposed timeline for the election, and which eligible organizations would be interested in being the carry over committee member.

The Steering Committee elections can provide an incentivisation opportunity for members to apply to elevate to partner status. Finally, the possibility of an in-person steering committee in the spring was floated.

Follow up:

- **The Secretariat will follow up with Steering Committee members individually to gauge interest over being the “carry over” organization**
- **The SC should provide feedback and comments on the terms of reference as needed**
- **The Secretariat will also share a finalized nomination process for the SC at the next meeting to be finalized and approved.**

3. Discussion on TAP Fundraising Strategy

Discussion:

Based on the comments and suggestions made in the last meeting, the Secretariat further developed the fundraising strategy and proposal that provide concrete outputs and timelines.

- Fundraising Strategy Proposal: [📄 Fundraising Approaches](#)
- You can find a list of potential fundraising targets in the google doc here: [📄 2021 Fundraising Overview_September21.docx](#)
- Fundraising WorkPlan & Outputs: [📄 Fundraising WorkPlan.xlsx](#)
 - Fundraising Targets Overview (in progress)
 - TAP Activities and Resources Portfolio (in progress)
 - TAP Master Brochure/Cheat Sheet with Donor Specific Infographics
 - CSO Network Impact/Added Value Policy Brief
 - Importance of Global Advocacy Policy Brief
 - TAP Donor Portfolio Webpage

The Secretariat provided an overview of these updates and concrete outputs and opened the floor to feedback from members. While it was noted that it seems like a heavy workload of outputs, much of the work is research and networking based and the concrete deliverables are fewer but time intensive in this regard. Steering Committee members emphasized the need to keep the donor-specific materials as concise as possible to convey our added value as a network. It was also suggested that the deliverable of a brochure and portfolio webpage be too much, and only one should be prioritized.

Follow up:

- **Further flesh out the Fundraising strategy further with details and comments and feedback from SC, and begin on delivering on first set of deliverables/outputs**
- **Update donor targets, research potential sources, and begin reaching out following UNGA**
 - **Distinguish core vs. project-based donor targets/ global advocacy vs localization projects**
 - **Reach out to list of donor targets/existing contacts, including Proteus Fund for potential donors,**

- **SC members are encouraged to provide suggestions on potential donors**
 - **Reach out bilaterally to Accountability Lab for further details on their suggestions of USAID, Open Society etc**
- 4. Partnership updates**
- a. Update on TAP Partner Action Platform**
 - b. TAP 2021 UNGA Side-Events**
 - c. TAP Coordination Call - Thursday, 16 September**

Discussion:

The Communications and Outreach Officer provided an update on the development of the TAP Partner Platform. The Partner platform was launched internally during the TAP Coordination call on Thursday September 16 as a tutorial to introduce partners and incentivize members to elevate their status. The soft launch of the partner platform took place during UNGA at the SDG 16+ Coalition side event alongside other partnerships and action platforms. It was officially featured on the website and advertised on social media (with 20,000 reaches on a Facebook ad). Flyers and informational brochures were developed as discussed in the last meeting and the informational page was updated for Partners to better understand the platform. Next step is to make a streamlined process for collecting commitments/getting new partners and promoting this through a dedicated event on the Platform. Platform can be accessed at www.tapnetwork2030.org/action

The official launch will still take place in October and will feature partnerships like the Voices of SDG 16+ and the Localization Consortium.

Next Steps

- **The secretariat will continue to prepare for the official launch of the TAP Partner Action Platform in October with relevant partners and initiatives.**
- **Next steps is to make streamlined process for collecting commitments/getting new partners and promoting this through a dedicated event on the Platform**
- **As discussed previously in the last SC meeting**
 - **The secretariat and the comms and outreach officer will continue to finalize the interface ahead of the official launch post-UNGA soft launch**
 - **They will also continue to develop informational handouts and education resources with instructions for the partnership to better understand the platform**