

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

## Meeting Decisions

13 October 2021

Present:

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

Next meeting:

October 27 2021

Chairing Meeting:

Ms. Jean Scrimgeour, Accountability Lab

### **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 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 September 29, 2021 in the google doc here:

[https://docs.google.com/document/d/1wLfZXQ4\\_AawtmNhrGNHK8LNZ5RfBXjMaANt2LhzXCt8/edit](https://docs.google.com/document/d/1wLfZXQ4_AawtmNhrGNHK8LNZ5RfBXjMaANt2LhzXCt8/edit)

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

#### **2. Review of TAP Capacity Strengthening Strategy Next Steps**

##### **Discussion:**

For your reference, you can find a revised Capacity Strengthening Strategy document with additional details on next steps in the google doc here: [TAP Network Capacity Strengthening Strategy REVISED.docx](#)

The TAP Coordinator provided updates on the revised TAP Capacity Strengthening Strategy, with updated fundraising information and more details on the national workshop suggestions and next steps. The fundraising section defines the fundraising objectives, including funding partner engagement. There is also a need to define the scope of activities that funding would support either concrete or flexible proposals. It is also important to define the process, approach and election criteria for national workshops, that ensures inclusive participation to all partners not just partners with capacity.

**Follow up:**

- **The SC should provide comments and feedback on the document**
- **The TAP Coordinator will update the Capacity Strengthening Strategy with more details and suggestions from the SC committee**

**3. Review of TAP Partner Applications**

**Discussion:**

Ahead of the Steering Committee election process, the program officer started more actively reaching out to Partners to gain feedback. The Secretariat recommends approving Kosmos Associates, the Legal Aid Forum, and United Youth for Growth and Development as TAP Partner given favorable partner feedback.

To access all the following applications:

[https://drive.google.com/drive/u/2/folders/1tCAW0vBgmFPXiOlbtNHeEq8\\_mUd8G089](https://drive.google.com/drive/u/2/folders/1tCAW0vBgmFPXiOlbtNHeEq8_mUd8G089)

<b><u>Organization &amp; Application</u></b>	<b><u>Partner Feedback</u></b>	<b><u>Secretariat Recommendation</u></b>
<a href="#">Kosmos Associates</a>	Favorable	Approve
<a href="#">The Legal Aid Forum</a>	Favorable	Approve
<a href="#">United Youth for Growth and Development</a>	Favorable	Approve
<a href="#">SUSTAINABLE DEVELOPMENT COUNCIL</a>	Pending	Satisfactory Application awaiting Partner feedback
<a href="#">Liberia's Corrupt Politicians</a>	Pending	Satisfactory Application awaiting Partner feedback
<a href="#">The Arab-EURO Center for Studies (AECS)</a>	Pending	Satisfactory Application awaiting Partner feedback
<a href="#">Jendela Desa Indonesia</a>	Pending	Satisfactory Application awaiting Partner feedback

National Old Folks of Liberia	Favorable	Awaiting reapplication due to lacking detail (see below)
Association of District Coordination Committees Nepal ADCCN	Mixed Feedback	Awaiting reapplication due to lacking detail (see below)

**Requested more information and detailed concrete commitments from the following organizations:**

- National Old Folks of Liberia
- Bayo Ayeni & Co
- EMPOWER INDIA
- Association of District Coordination Committees Nepal ADCCN
- *Youth Foundation for Urban and Rural Initiative (Y-FURI) (New)*
- *RIHRDO (Rural Infrastructure and Human Resource Development Organization) (New)*
- *ADET (Amis des Étrangers au Togo) (New)*
- *The Dais (New)*
- *Women & Child Welfare Society (New)*

**Decisions:**

**The Steering Committee moved to approve Kosmos Associates, the Legal Aid Forum, and United Youth for Growth and Development as TAP Partners**

**4. Finalize ToR and next steps for TAP Steering Committee elections**

**Discussion:**

You can find the current Terms of Reference for the TAP Steering Committee in the google doc here:

<https://docs.google.com/document/d/1NpTbKKN80LipPYogIz5ElxHRGHeNW1xL/edit?usp=sharing&ouid=117975708890673030335&rtfpof=true&sd=true>

Decisions to be taken around:

- Terms of Reference and Composition of TAP Steering Committee for 2022-2023
- Carry-over organization from current Steering Committee to next Steering Committee
- Allowing organizations to submit TAP Partner applications during nomination process (as was done in previous elections)

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](http://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.

#### 5. 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