

TAP Network Steering Committee - 2020-2021 Steering Committee

Meeting Decisions

27 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:

November 10 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_27October2021](#)

1. Review and Approval of last Steering Committee Call Notes (5 minutes)
2. Next Steps on TAP Steering Committee Nomination and Elections (15 minutes)
3. Review of TAP Partner Applications (10 minutes)
4. Review of TAP Funding Guidelines and Capacity Strengthening Next Steps (20 minutes)
5. Partnership updates (5 minutes)
 - a. Update on TAP Partner Action Platform
6. AOB
 - a. TAP 2022 Work plan Development

1. Review and Approval of last Steering Committee Call Notes

Discussion:

You can find the last Steering Committee Call notes from October 13, 2021 in the google doc here: [📄 2021-10-13_TAP Network Steering Committee ConfCall 13 October 2021](#)

DECISIONS: The Steering Committee moved to approve the call notes from October 13, 2021

2. Next Steps on TAP Steering Committee Nomination and Elections

Discussion:

The Coordinator will begin to send reminders for partners to apply to become TAP partners in order to be considered for nominations for the Steering Committee process. The nomination process begins Monday, 1 November 2021: <https://www.surveymonkey.com/r/FXBZJ7H>. The deadline for nominations is set for Tuesday the 23rd of November and voting will take place the 24th to the 10th of December.

The Coordinator proposed to keep the partner application form open through the nomination process to allow for more application as it has been for the past two nomination processes. The coordinator also proposed to extend the deadline for nominations to the 10 of December, which the SC approved.

According to the current ToR, the Coordinator cannot promote or encourage organizations, and asked Steering Committee members how they should then coordinate follow up and promotion of the nomination process. SC members agreed to allow encouragement from current SC members, which will be coordinated going forward.

The Secretariat will send out reminders on the deadlines with information on how to apply. Upon CSPPS's suggestion the secretariat will provide updates to the SC on applications throughout the nomination window, on a weekly basis by email.

Next Steps:

- **The coordinator will send reminders of nomination process and TAP Partner Applications this week**
- **The Coordinator and the SC will coordinate members promotion of the process**
- **Monday, 1 November 2021: Sharing of 2022-2023 TAP Steering Committee Nomination Form: <https://www.surveymonkey.com/r/FXBZJ7H> (to keep the partner application process open throughout the nomination period)**
- **Application Deadline for Nomination extended through Friday the 10th of December**
- **The Coordinator will also provide the SC with periodic weekly updates to the SC by email on the applications throughout the nomination window.**

3. Review of TAP Partner Applications

Discussion:

To access all the following applications:

https://drive.google.com/drive/u/2/folders/1tCAW0vBgmFPXiOibtNHeEq8_mUd8G089

<u>Organization & Application</u>	<u>Partner Feedback</u>	<u>Secretariat Recommendation</u>
The Arab-EURO Center for Studies (AECS)	Favorable	Approve
Justice Call	Favorable	Approve
SUSTAINABLE DEVELOPMENT COUNCIL	Pending	Satisfactory Application awaiting Partner feedback

Liberia's Corrupt Politicians	Pending	Satisfactory Application awaiting Partner feedback
Jendela Desa Indonesia	Pending	Satisfactory Application awaiting Partner feedback
National Old Folks of Liberia	Favorable	Awaiting reapplication due to lacking detail (see below)

The Secretariat recommends that the Steering Committee move to approve The Arab-EURO Center for Studies (AECS) and Justice Call, following favorable feedback from fellow partners. The Secretariat is awaiting Partner feedback from other applications in order to be approved by the Steering Committee

Decisions: The Steering Committee moved to approve The Arab-EURO Center for Studies (AECS) and Justice Call as TAP Partners.

4. Review of TAP Funding Guidelines and Capacity Strengthening Next Steps

Discussion:

The TAP Coordinator provided an update on the work being done around the Capacity-Building Strategy, discussed during the last call. For your reference, you can find a draft of the **TAP Network Funding Guidelines** here:

https://docs.google.com/document/d/1ycbuektLxTOumKFu8ruue4q9j_mXoujl/edit?usp=sharing&oid=117975708890673030335&rtpof=true&sd=true

The Coordinator developed further the plans for capacity-building workshops and funding for early next year. You can also find overviews of the two upcoming funding opportunities that we've outlined in the 2022 budget here, including:

- **TAP National Capacity Strengthening Workshops:**
 - https://docs.google.com/document/d/1AXRJC9gKzfHJXplMgW8kE8_bNnGNcDtX/edit?usp=sharing&oid=117975708890673030335&rtpof=true&sd=true
- **TAP "Innovation Fund:**
 - <https://docs.google.com/document/d/1fCFQFGhZtOioXhn7UBkzmD5Er--4Z5gv/e dit?usp=sharing&oid=117975708890673030335&rtpof=true&sd=true>

The Coordinator solicited feedback on the content and strategy outlined in these documents, particularly on the funding guidelines and selection criteria for eligibility requirements. Are these guidelines broad enough to benefit the network while still specific enough to reflect the process? Should the secretariat develop a scoring rubric?

- For the innovation fund, the secretariat solicited feedback on defining the fund's objectives and funding parameters more explicitly: what initiatives will it support?
- For the workshops: how much will we set aside for each workshop and how many workshops should we aim to host? This will help clarify the next step which is developing the selection process for the workshops and an application form.

Further next steps include a discussion and strategy on how to communicate and promote these opportunities within the network.

- Rubric should be developed but for internal use only.

- CSPPS suggests being clear on the selection process for the SC, this can be reflected in the internal rubric. The secretariat should also rank the top applications for review for the SC to save time.
- Another question raised was whether SC members could apply for funding or if that would pose a conflict of interest.
- It was suggested to develop a selection committee of TAP Partners to help the vetting process decide on the applications that go to the SC.
- Selection of funding and workshops should reflect regional balance
- SC committee members that apply for funding should notify the committee beforehand. This can be reflected in the Terms of Reference
- CSPPS suggested involving the membership in developing the funding objectives and guidelines.

Next Steps

- **Update the funding guidelines to reflect comments made by SC, including language on a selection committee of TAP Partners to assist with the vetting process of applicants, as well as the Steering Committee ToR**
- **The Steering Committee members should more detailed feedback on the documents provided within the next week, particularly regarding the Innovation Fund Guidelines**
- **The TAP Secretariat will also develop a call for proposals for review**

5. Partnership updates

a. Update on TAP Partner Action Platform

Discussion

The TAP Communications and Outreach Officer provided updates on the Partner Action Platform under development and finalization. They worked with the consultant on developing the method for fairly placing recently updated profiles first on the platform as a way to incentivize partners to add to their profile or engage in other opportunities.

6. AOB

a. TAP 2022 Work plan Development

Discussion:

The secretariat is working to develop their tentative collective and individual Work Plans for 2022 and will be discussed on the next call.