

12 June 2020

Present:

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

Absent:

Next meeting: 12 June 2020

Chairing Meeting: Ms. Judith Kaulem, Poverty Reduction Forum Trust

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

Agenda Items:

1. Review and Approval of last Steering Committee Call Notes
2. Review of TAP Proposal to UNDP
3. Review of TAP Updates to Mott Foundation Grant
4. Update on TAP Membership Engagement plans, and discussion on “innovative” outreach methods
5. Review of TAP Partner Applications
6. AOB

1. Review and Approval of last Steering Committee Call Notes

Discussion:

Committee Members present had no comments on the last call’s notes.

DECISIONS:

- Approval of Decisions and Notes from TAP Network Steering Committee Call on May 29, 2020.

2. Review of TAP Proposal to UNDP

- a. You can find a draft of the TAP Network Proposal to UNDP for Follow-up on the Post-VNR Resource here:

https://drive.google.com/file/d/1m_G1tbwadXmu29LWIQdggQVcbSXiPY3P/view?usp=sharing

- b. Extension of Margaret Williams contract

Discussion:

The TAP secretariat provided the SC with a summary on the potential extension of the partnership with UNDP on the Post-VNR resource development. The resource is currently in the process of finalization of the first draft to be ready by the end of July, followed by the consultation process and revisions, and to be real eased around UNGA.

The current contract included the drafting of the resource (which is currently in the process of finalization of the first draft) but no the outreach, communications, and edits/finalization process that follows.

UNDP has proposed a tentative yearlong extension with the same monthly rate spread over 12 months. The proposed budget would include digitization, workshops, and the extension of the full-time contract with the consultant, Margaret Williams. CSPPS suggested putting more funding towards digitization of the resource and promotion over the workshops, given the context of the pandemic. TAP agreed that the digitization of the resource should be prioritized in the proposed budget. The workshops that are held should include civil society oriented events as well.

The proposal also emphasizes that TAP and UNDP both contribute to the project as a partnership. Margaret Williams has communicated that she needs 20 more days (through the end of July) around \$5,000 to 6,000 extra that has not been budgeted for. UNDP has expressed flexibility in supporting the funding of this expense.

FOLLOW-UP

- **The TAP secretariat will submit the revised proposal and budget based on comments of Steering Committee – including the extension of Margaret Wiliams contract through the end of July and to be funded by UNDP.**

3. Review of TAP Updates to Mott Foundation Grant

- You can find a draft of the “updates” to the Mott Foundation on deliverables for the 2020-2021 Grant here: <https://drive.google.com/file/d/1gKx6KDvjoB69q-wjyYrSvuSLraJ3vKy3/view?usp=sharing>
- You can find the revised budget report here: <https://drive.google.com/file/d/1MwsAk2Tg5t2s6HPoGF0V0GxumL8gBFCp/view?usp=sharing>

Discussion:

TAP updated the SC on the secretariat's discussion with the Mott Foundation's funding. Mott has communicated its flexibility with the match funding: any funding that we raise will be matched by Mott one to one up to 200,000 USD. The TAP secretariat will send the requested information on how the priorities and budgets have changed due to COVID-19. TAP will send the workstreams for 2020 and budget plan already approved with the Strategic Plan. Proteus will also review the information.

FOLLOW-UP

- Steering Committee members have until early to mid-next week to provide feedback and comments on the grant proposal and revised budget report for Mott. The Secretariat will then send it to Mott.

4. Update on TAP Membership Engagement plans, and discussion on "innovative" outreach methods

- a. Membership Engagement Brief: <https://drive.google.com/file/d/19itcg-ss4TJw98p59g6tYeOBcRFBODzW/view>
- b. You can find the preliminary data from the Membership Engagement survey here: <https://drive.google.com/file/d/14nb69Q5hT-a9cTt0o8u9TXbgZPoZqJX-/view?usp=sharing>

DISCUSSION:

The TAP secretariat asked the communications fellow for updates on progress on membership engagement plans and outreach. The updates (outlined in the engagement brief) include updates to the websites to allow for easy access and updates to engagement opportunities (membership portal), resources, and archives. This includes the blog platform and first blog post that will be published promptly.

The opportunities for engagement are communicated through the membership portal, the new monthly newsletter series, and traditional emails and social media platforms. Members inquired about the site visits to the portal, to which the fellow will analyze the analytics. Accountability Lab stressed the importance of communicating the value of submitting a post on the portal in terms of reach, and communicating clearly the guidelines and disclaimer. PRFT suggested republished already released articles from partners.

The TAP Secretariat also brought up initial plans to launch a video interview/podcast series featuring partners as an innovative and dynamic way to engage, while also being easy to capture attention and promote.

In terms of the membership engagement survey, the document outlines the limited (28 responses) data collected. Respondents note that the more work needs to be done to improve

lateral membership engagement opportunities and better communication of opportunities. The positive feedback should be taken as a grain of salt given the potential for positive bias.

FOLLOW-UP

- **The TAP Secretariat will continue to implement membership engagement plans taking account the suggestions of the SC, including launching the blog series next week.**
- **The TAP Secretariat will also further develop the video interview series and provide the SC with a brief for the next SC meeting.**

5. Review of TAP Partner Applications

Discussion:

The TAP Secretariat finalized the meeting by noting that TAP has received two Partner applications since the last call. It was recommended that one of those two for approval as a TAP Partner, with the other needing more information on their commitment. We would recommend the Rural Development Foundation for approval.

You can find both responses here:

<https://drive.google.com/file/d/1Psp4WpEiOq8BV4GSdxENfZNKtiMaqP8W/view?usp=sharing>

DECISIONS:

- **The Steering Committee moved to approve the Rural Development Foundation as a partner.**