

TAP Network Steering Committee

Meeting Decisions

15 February 2019

Present: Mr. Rukshana Nanayakkara, Transparency International
Ms. Coco Lammers, Namati
Mr. Zia Ur-Rehman, ADA
Mr. Louis Busingye, HRFRA
Mr. John Romano, TAP Secretariat
Ms. Elle Sweeney, TAP Secretariat
Ms. Florence Syevuo, SDG Kenya Forum

Next meeting: 15 March 2019

Chairing Meeting: Ms. Coco Lammers, Namati

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

Agenda Items:

1. Review and approval of last Steering Committee call notes

Decision: Approval was taken by the Steering Committee of the Decisions and Notes from TAP Network Steering Committee Call on 25 January 2019.

2. Review and discussion on 2019 budget and activities

Discussion: The TAP Coordinator provided an overview of the adjustments to the budget. After reviewing the workplan and timeline at the last Steering Committee meeting, the Secretariat put together suggested adjustments to the budget to be reviewed and approved by the Steering Committee. These changes are largely suggested given the heavy frontloading of year in 2019 leading up to and during the HLPFs.

The following budget lines can be adjusted and reallocated elsewhere:

- ADA does not require funding for its RFP role, so this funding can be reallocated.
- The travel budget can be reduced, given the decrease in the number of opportunities leading up to the HLPFs. There are also new opportunities that have been identified—a discussion between the Steering Committee members needs to be had to review and approve these new opportunities, specifically the Democracy Forum event in Mongolia.

- The budget for the national workshop needs to be increased due to the total number of workshops planned for the year.
- The consultancy budget line can be adjusted, specifically to provide increased project support. This change requires a conversation between the Steering Committee members regarding staffing.

The Steering Committee

It was noted that the travel budget for key opportunities as the plans for these evolve.

It was noted that the Democracy Forum event in Mongolia should be a priority for TAP. Zia and Jyotsna are planning to attend, and ADA is planning a Spotlight Report on SDG16 around this event. It was also noted that ADA could provide accommodation for the TAP Coordinator for this event. The TAP Coordinator noted that TAP was invited to be a title partner at this event with UNDP.

It was noted as an aside that any person bring sponsored TAP funds for travel should be required to submit some type of post-report documentation, such as a public blog as was done in past years for the HLPF.

It was decided and agreed by the Steering Committee that the adjusted budget would be approved.

The Steering Committee also decided and agreed that TAP should participate and serve as a partner for the Democracy Forum event, with the TAP Coordinator attending as a representative for the Network. The TAP Coordinator will get in touch with the organizers of the thematic consultation sessions to find out more information about TAP's expected role at the event.

Decisions:

- It was decided and agreed by the Steering Committee that the adjusted budget would be approved.
- The Steering Committee also decided and agreed that TAP should participate and serve as a partner for the Democracy Forum event, with the TAP Coordinator attending as a representative for the Network.

Follow-Up: The TAP Coordinator to get in touch with the organizers of the thematic consultation sessions to find out more information about TAP's expected role at the event.

3. Discussion on staffing

Discussion: It was decided and agreed by the Steering Committee that the staffing recommendations would be approved.

Decisions: It was decided and agreed by the Steering Committee that the staffing recommendations would be approved.

4. Discussion on soliciting voluntary funding commitments from TAP

Discussion: The TAP Coordinator provided an overview of this agenda item, under the context of the budget. The possibility of soliciting voluntary funding contributions from TAP partners was discussed at the Bangkok Steering Community. Since then, a couple of our partners have come forward with voluntary funding contributions, but more funding is still needed, especially in light of the slow-moving nature of the distribution of funds from traditional revenue sources that TAP is working with on grants.

It was noted that a question was put forth about such a request in the most recent survey to the Network.

It was noted that for the past years when TAP has solicited voluntary funding contributions, all members of the prior two Steering Committees put forth funds from their organizations as a goodwill measure for other organizations within the Network.

It was decided and agreed that each member of the Steering Committee would determine whether or not their organization would be able to contribute funds to the Network. The Secretariat agreed to put together a concept note about the campaign. SDG Kenya Forum has a similar voluntary funding contribution process at their organization and will share their guidelines with the TAP Secretariat as a starting point for the Network to create their own guidelines and processes.

Decisions: It was decided and agreed that each member of the Steering Committee would determine whether or not their organization would be able to contribute funds to the Network.

Follow-Up: The Secretariat to put together a concept note about the campaign. SDG Kenya Forum has a similar voluntary funding contribution process at their organization and will share their guidelines with the TAP Secretariat as a starting point for the Network to create their own guidelines and processes.

2. Discussion on soliciting voluntary funding commitments from TAP Members

Discussion: It was decided and agreed that this agenda item would be discussed at the next meeting during the budget conversation.

Decisions: It was decided and agreed that this agenda item would be discussed at the next meeting during the budget conversation.

5. Partnerships updates

Discussion: The Global North co-chair provided an update regarding the recent welcome co-chairs call with the Secretariat, which happened last week. It was noted that the new co-chairs made the decision to hold regular co-chair calls with the Secretariat in the weeks between the official Steering Committee calls.

3. Update on HLPF 2019 planning (10 minutes)

Discussion: The TAP Coordinator provided an update regarding partnerships. It was noted the LAC Regional Focal Point's organization has undergone a governance change and will no longer be focusing on international programs. As such, our RFP may be moving on from the organization, leaving TAP with no LAC RFP for the remainder of the year. For now, the LAC RFP plans to continue on with his current role but there may be a need to create a new strategy for LAC and identify a new RFP if our current representative moves on.

TAP is hosting a Global Alliance meeting at our offices next week for HLPF planning. While it is encouraging to be working more closely with the Global Alliance over the past few weeks, there is a need to continue to coordinate closely with this organization, as well as Pathfinders and SDG16+ forum. TAP will be joining the "three musketeers" meetings with these organizations going forward to continue to coordinate and collaborate in the lead up to the HLPF.

Fundraising continues. The Secretariat is following up with funders regularly.

TAP and A4SD have put together a draft MOU for partnership on the national workshops. This MOU will be finalized in the next week or so with the goal of rolling out the workshops in the next month or two.

CSPPS is planning a series of SDG16+ national workshops in G7 countries and have expressed an interest in partnering with TAP. This will not require a funding contribution from TAP, but rather just the contribution of technical expertise. The TAP Coordinator is putting together another MOU for this partnership.

6. Update on HLPF 2019 planning

Discussion: The TAP Secretariat is putting together guidelines for the storytelling event and received positive responses about the event from the three member-state-driven initiatives. In March, TAP and its partners will launch an outreach process to begin collecting stories from the field.

UNDESA has launched an opportunity to host SDG learning sessions at the HLPF. These are essentially workshops hosted by partners on the SDGs under review for the year. **The TAP Coordinator agreed to put together proposal for TAP to host one of these workshops.**

The deadline for the SDG online e-consultation is tomorrow. The TAP Coordinator will send TAP's content to the Steering Committee asap for review before submission.

The Network's first coordination call for the year is scheduled for March 6th. The TAP Secretariat is sending out an invitation today regarding the event and will work with the Steering Committee over the next couple weeks to confirm the content for the call.

Follow-Up:

- The TAP Coordinator agreed to put together proposal for TAP to host one of these workshops.

7. Review of TAP SC Foreword for SDG Accountability Handbook and broader updates

Discussion: The TAP Coordinator provided an overview of the TAP Steering Committee Foreword for the SDG Accountability Handbook and other broader updates. It was noted that there is still a need to follow-up with a high-level official on the special message. **In addition, it was decided and agreed that the title of the Handbook would be updated to: SDG Accountability Handbook: A Practical Guide for Civil Society.** Finally, it was suggested that a launch event be organized at the World Bank spring meetings during the last week of march. Both Coco and Rukshana plan to attend this event. **TAP coordinator will put together a more fleshed out outreach plan for all launch events.**

Decisions: It was decided and agreed that the title of the Handbook would be updated to: SDG Accountability Handbook: A Practical Guide for Civil Society.

Follow-Up: TAP coordinator will put together a more fleshed out outreach plan for all launch events.

8. AOB