

## TAP Network Steering Committee 2022 - 2023

### Meeting Decisions

16 February 2022

**Present:**

- Mr. Peter van Sluijs, CSPPS**
- Ms. Cheri-Leigh Erasmus, Accountability Lab**
- ~~Ms. Arellys Bellowini, World Vision~~**
- Ms. Olabisi Mekwuye, Civil Society Coalition on Sustainable Development**
- Mr. Tor Holdenfield, CIVICUS**
- Ms. Bridged Faida, Consolation East Africa**
- Mr. John Romano, TAP Secretariat**
- Ms. Claudia Villalona, TAP Secretariat**
- Ms. Ellery Wong, TAP Secretariat**

**Chairing Meeting**                      **Mr. Tor Holdenfield, CIVICUS**

**Next meeting**                              2 March 2022

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

#### **Agenda Items:**

1. Review and approval of joint Steering Committee Call Notes (5 minutes)
2. Discussion on next steps for TAP funding opportunities (15 minutes)
  - a. Review of shortlist, decision-making and timelines
  - b. Next Steps
3. Review of draft TAP 2022 Work Plan (20 minutes)
  - a. Finalizing broader Work Streams and next steps
  - b. Co-chairs email to TAP membership
4. Partnership updates (5 minutes)
  - a. 16+ Forum Annual Showcase and in-person TAP Steering Committee Meeting - 15-18 March 2022
  - b. Renewal of mandate for UN Democracy Fund
5. Review of TAP Partner Applications (5 minutes)
6. AOB

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#### **1. Review and Approval of last Steering Committee Call Notes**

##### **Discussion:**

You can find the notes from the last Steering Committee call on 2 February 2022 here:

[☰ TAP Network Steering Committee ConfCall 2 Feb 2022](#)

**DECISIONS: The Steering Committee moved to approve the call notes from the Steering Committee call on 02 February 2022**

#### **2. Discussion on next steps for TAP funding opportunities**

- a. Review of shortlist, decision-making and timelines
- b. Next Steps

**Discussion:**

Please find the corresponding documents to discussion below:

[Redacted]

[Redacted]

[Redacted]

[Redacted]

Since the last call, the Secretariat and a few SC members have reviewed the applications and created a narrowed down shortlist of viable funding applications ranked based on the aforementioned criteria (details, feasibility, plan of action, outcomes etc). Based on these shortlisted candidates for both funding opportunities, the Coordinator intends to open the floor to discuss how the decision-making criteria and process should take shape. Questions to address include double funding for organizations that applied to both opportunities, regional balance, and deciding the amount allocated for each proposal/how many should be chosen.

Before discussion on next steps, the coordinator reviewed the documents provided and the process behind the shortlisting. The shortlists are ranked from highest to lowest in the top eleven or ten. The spreadsheet corresponds with a google folder with the application and the budgets. Regional and country balance was not taken into account in the first round of reviewing, in the second tab proposals by country are counted. The secretariat narrowed down the list first before handing it to the selection committee to ensure they were robust enough, answered the questions etc. The selection committee then reviewed, rated, and then ranked them based on the criteria discussed on the last call.

Next steps include developing a decision-making process and criteria on who we provide funding for, how much we allocate, regional balance, and how many projects we fund. World

Vision suggested that we diversify funding and not fund organizations twice for both funding proposals. CSPPS suggested taking into account the over budget, the relevance of the proposal to HLPF and 2022 milestones. It is also possible to combine proposals for countries, although this has been complicated in the past. The decision-making process can be Secretariat-led and approved by the SC or the Steering Committee can take a more active role. The Steering Committee opted for the former.

### Next Steps

- **The Secretariat will re-review the shortlist and provide a summary/breakdown of each application, weighed against the existing criteria with suggestions and funding options**
- **The Steering Committee will review the shortlist, summary, budgets, and other relevant documents to discuss and decide either over email or the next Steering Committee call.**

3. **Review of draft TAP 2022 Work Plan (20 minutes)**
  - a. **Finalizing broader Work Streams and next steps**
  - b. **Co-chairs email to TAP membership**

### **Discussion:**

**You can find a draft 2022 Work Plan in the google spreadsheet here:**

The next agenda item was continued discussion on the work plan. The secretariat incorporated comments and suggestions made during and since the last call, particularly regarding the advocacy workstreams. They also added a workstream on accountability and monitoring and two more projects to the advocacy workstream.

The Coordinator also noted that many of the workstreams and projects are intersecting, making it look like more than it is. There are six workstreams in total. The Coordinator suggested to use the in-person meeting to discuss in greater detail once the workstreams and corresponding projects are approved. This includes timeline, activities, and outcomes.

Opening the floor to comments, Accountability Lab voiced concern over the ambitious nature of the Work Plan. CIVICUS echoed these concerns. It was suggested that the workstreams be prioritized and categorized more explicitly with the strategic plan and objectives to ensure that the outcomes are relevant to the vision.

### **Decisions:**

- **The Steering Committee moved to approve the current workstreams and projects outlined**

### **Next step**

- **The Secretariat will synthesize an external facing document of the Work Plan**
- **The Secretariat will also draft a co-chair email introducing to them to the membership and share the external-facing Work Plan**
- **Draft an agenda with priority discussion points with suggestions ahead of Costa Rica in-person meeting with timelines, activities, and outcomes to be discussed**
- **If time permits, draft a Gantt chart to visualize timeline and outcomes and ensure manageability**

4. **Partnership updates (5 minutes)**
  - a. **16+ Forum Annual Showcase and in-person TAP Steering Committee Meeting - 15-18 March 2022**
  - b. **Renewal of mandate for UN Democracy Fund**

**Discussion:**

The suggested dates for the in-person Steering Committee are March 19th and 20th. The Coordinator wanted to confirm that these dates work for everyone.

We are still awaiting logistical information from WFUNA, but once dates are approved, the secretariat will plan with the SC for flights, accommodation, visas, and vaccination documentation (if applicable).

The secretariat will reach out to WFUNA for an official invitation to expedite the visa application process for members based in Nigeria and Kenya.

**Decisions**

- **The Steering Committee moved to approve the March 19th and 20th dates and location, San Jose, for the in-person meeting.**

**Next Steps**

- **The Secretariat will reach out to the SC members bilaterally to coordinate travel logistics, including flights, accommodation, and visas for members based in applicable countries**

**5. Review of TAP Partner Applications (5 minutes)**

**Discussion**

Tabled for the next call, due to a lack of time

You can find the information from all of the organizations that have applied to become TAP Network Partners in the last two weeks:

Organization	Secretariat Recommendation	Partner Feedback
FOCUS FOR THE FUTURE GENERATION	Accept	Positive
Bangladesh Rural Development Centre (BRDC)	Accept	Awaiting Partner Feedback
LUSTRE	Accept	Awaiting Partner Feedback

**6. AOB**