

# TAP Network Steering Committee

Meeting Decisions

[Date of meeting]

**Present:** Mr. Bonian Golmohammadi, WFUNA  
Ms. Arellys Bellorini, World Vision  
Mr. John Romano, TAP Network Coordinator  
Mr. Louis Busingye, Human Rights First Rwanda Association

**Next meeting:** Doodle: <http://doodle.com/poll/eg66a643vnpd3qg7>

**Chairing Meeting:** Mr. John Romano

*Unable to attend conference call: Mr. Sugeng Bahagijo, Asia Development Alliance, Mr. Zia Mohammed Ur Rehman, Asia Development Alliance, Mr. Savio Carvalho, Amnesty International*

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

### **Agenda Item 1: Introductions**

### **Agenda Item 2: Approval of last Steering Committee call decisions**

Decision: **Approval** of last TAP Steering Committee call decisions from 14 June.

### **Agenda Item 3: Approval of the Election of Steering Committee co-chairs (5 minutes)**

Decision: Amnesty International and Human Rights First Rwanda Association (HRFRA) have been appointed the new co-chairs of the Steering Committee.

### **Agenda Item 4: Steering Committee Working Methods**

Decision: To hold Steering Committee Calls once a month moving forward, with calls convened more frequently as needed.

Discussion: The Steering Committee acknowledged and preferred that some decisions regarding the day-to-day working of the TAP Network can be made by the Secretariat, in consultation with WFUNA, as needed, and that whenever possible, the Secretariat would take decisions to the Steering Committee.

### **Agenda Item 5: Approval of the Review and finalize TAP Questionnaire (10 minutes)**

Decision: Approval of TAP Questionnaire in English, to be sent out by TAP Steering Committee co-chairs (with assistance from TAP Secretariat) on Monday or Tuesday of next week (4-5 July).

Decision: Release translations of the questionnaire in French and Spanish to be sent out in second stage.

Follow-up: World Vision has volunteered to lead on Spanish translation, and HRFRA has volunteered to do the French translation. Both will send a sentence in Spanish and French to TAP Coordinator to describe a subsequent release of Spanish and French questionnaires ASAP, and fully translated questionnaires ASAP as well.

**Agenda Item 6: TAP Quarterly Plan (15 minutes)**

Decision: The TAP Quarterly Plan has been reviewed.

**Agenda Item 7: TAP LogFrame Status Report (5 minutes)**

Decision: The TAP LogFrame Status Report has been reviewed.

**Agenda Item 8: Update on TAP Budget (5 minutes)**

Decision: TAP Budget update has been reviewed.

Discussion: The money we have left for the year should last until February 2016, thus the TAP Steering Committee members briefly discussed a timeline for putting together grant proposals for funding past this date. Ideally, discussions around the future grant process should begin in late August/early September, with the aim to have a proposal ready by September/October for fundraising.

Follow-up: The Steering Committee will move quickly to get contributions from members in order to complete the first grant proposal by September.

**Agenda Item 9: Co-hosting Asian Civil Society Forum (ACSF) on SDG16 with ADA (10 minutes)**

Decision: Deferred to next Steering Committee Meeting/Call.

**Agenda Item 10: Steering Committee Communication with the TAP Network (10 minutes)**

Decision: Deferred to next Steering Committee Meeting/Call.