



# SIANI

Swedish International Agricultural Network Initiative

## Terms of Reference for Expert Group proposals 2017/18

### 1. Background to SIANI Expert Groups

**SIANI Expert Groups are cross-sector working groups established around SIANI's vision and mission**

- SIANI's overall vision is aligned with the United Nations' Sustainable Development Goal #2 (SDG 2), and is to: *"End hunger, achieve food security and improved nutrition, and promote sustainable agriculture"*.
- SIANI's mission is to: *"Promote a multi-sector dialogue, with participation from academia, the private sector, Swedish authorities and civil society surrounding SDG 2"*.

Expert Groups are manageable interdisciplinary groups whose purpose is to support dialogues that capture, develop, consolidate and communicate knowledge on emerging issues contributing to SIANI's vision. SIANI Expert groups widen the network by nurturing interaction between the Swedish resource base and SIANI connections across the World. Expert Groups have shown that they are an important tool in facilitating cross-sector work, and make a large contribution to the SIANI platform – moving toward the realisation of sustainable agriculture, food security, improved nutrition and the ending of hunger.

Expert Groups are a significant undertaking and a big commitment in terms of finance and time for the SIANI secretariat. Annual strategies form the basis of the work plan, with regular monitoring and updates required bi-annually and monthly communications follow-ups. The secretariat may be able to support an Expert Group to organize specific activities, and produce publications, however these tasks should primarily be performed from within the group. The secretariat will participate in group meetings when possible, and meet bi-annually with the expert group coordinator for monitoring and planning purposes. Expert Groups contribute to the holistic understanding of the issues emerging in the field of food and nutrition security, facilitating more informed policy-making, thus building capacity of partners in developing countries, enabling real progress at the ground level by practitioners and managers.

### 2. SIANI Areas of Focus

All proposals must clearly demonstrate how the proposed group will deliver on gender equality and how its activities contribute to the alleviation of poverty. In addition, proposals should clearly fit under one of the following focus areas of the SIANI programme:

- Rural transformation
- Agricultural production and trade
- Landscape management
- Climate change, resilience, peace and conflict
- Nutrition and health

### 3. Proposed Expert Group Tasks & Topics

Expert Groups are required to develop an annual work plan featuring the main activities of the group throughout the period. The Expert Group should define the expected outputs in their plan in a concise, comprehensive and novel way, as well as leaving a legacy after the group concludes. These may range from (for example) a short policy briefing, a book chapter, a funded project, newspaper op-ed, a video, a podcast, an infographic, a public seminar or conference. In some cases, small-scale research projects may be funded as a part of the work plan with contributions from other sources.

#### **4 Proposed Expert Group Composition and Methodology**

Expert groups should be comprised of actors from a diverse range of sectors, e.g. the private sector, civil society, government and/or public sector, International NGOs and academia/research. Participation in Expert Groups is voluntary and open to all SIANI members. Participants in Expert Groups can be either via organizational affiliation, or on an individual basis.

#### **5 Expert group target audience**

The main target audiences for the expert groups are: SIANI members, policy makers, Swedish Resource Base (SRB) and partners in developing countries. Expert Groups do not need to be geographically located in Sweden, but should demonstrate engagement with Swedish funded activities and institutions. Expert groups with strong reciprocal partnerships with organizations in low-income countries will be encouraged.

#### **6 Work plan & Time schedule**

If you have an interest in leading an Expert Group, you will first need to prepare a short concept note to submit to the SIANI secretariat. This will be initially reviewed by the Secretariat and if approved, the group lead will be required to fully develop a proposal consisting of an annual work plan including intended activities with approximated timeline, outputs and outcomes. Change of the outputs during the project is possible, but cannot be done without consultation with the SIANI Secretariat. This annual work plan will be reviewed during a SIANI steering committee meeting. SIANI Steering Committee meets several times per year and, among other things, selects the Expert Groups for funding. SIANI will provide funds for activities as stated in the work plan. The initial funding period for Expert Groups is 12 months. Upon satisfactory completion of the work plan it is possible to re-apply for further funds in the second-phase competitive process.

#### **7 Gender and Equality**

SIANI is fully committed to respect and provide fair treatment for everyone, eliminating discrimination and actively promoting equality of opportunity and delivering fairness to all. Group leaders must ensure that group composition and activity engagement is representative and inclusive.

#### **8 Budget**

The budget should be broken down in the annual work plan, and will be assessed against activities and contributions from the group members. In general, it is expected funded time for individuals and travel costs will not comprise a significant proportion of the budget. Coordination of an Expert Group will be compensated on a time-limited basis.

#### **9 Reporting**

Organisational reporting to SIANI will be carried out on annual basis, however monitoring and evaluation should be carried out for every financed activity. Groups should report against their proposed outputs and outcomes. Reporting must be received and accepted by the Secretariat before requests for further funding are considered.

#### **10 Communications**

Expert Groups are expected to feed information about their activities into the SIANI website and social media channels including international media outlets and those important in low income countries. The secretariat will provide editorial and conceptual support to the communicational activities of the groups, but communications outputs should be included in the work plan so both time and consideration is allocated to production of news stories, interviews and blogs during the entire duration of Expert Group activities.

## **11 Implementation**

Expert Groups are required to make administrative updates to the secretariat about the work of the group. This communication is meant to anticipate and catch difficulties in the project implementation and to facilitate with their resolution. It also meant for keeping the projects on track, helping to reduce stress of the EG team and of SIANI secretariat at the end of the funding period.

**Deadline for proposal submission is the 15<sup>th</sup> of July, 2017**

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