## Key Information for Expert Group Proposals 2019-2020

# 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), *“End hunger, achieve food security and improved nutrition, and promote sustainable agriculture”* but recognises that goals are interconnected and through the targeting of several goals may lead to greater impact.
* 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 interdisciplinary groups (i.e. involving participants from diverse sectors and disciplines) whose purpose is to support dialogues that capture, develop, consolidate and communicate knowledge on emerging issues contributing to ending hunger, achieving food security and improved nutrition, and promoting sustainable agriculture. Expert groups have proved an important tool in facilitating cross-sector research and communication on ignored or under-prioritised topics and have thus made a large contribution to the impact of the SIANI platform.

Expert groups make up a significant investment in terms of finance and time for the SIANI secretariat. The work of the expert groups feeds into the annual work plan and contribute to the development of the scope of work of SIANI, and this collaboration is leveraged on a continuous basis through regular communications with the group on implementation and communications. Expert groups contribute to the holistic understanding of the issues emerging in the field of food and nutrition security and sustainable agricultural production, facilitating more informed policy-making, thus building capacity of partners in developing countries, enabling real progress at the ground level by practitioners and managers.

1. **Proposed Expert Group Tasks & Topics**

Upon successful application expert groups are required to develop an annual work plan detailing the main activities and outputs of the group throughout the funded period. The Expert Group should define the expected outputs and outcomes of their plan in a concise and comprehensive way, as well as showing the legacy that will remain after the group finishes. Past outputs have been (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, a series of blogs, webinar, event or a mini-campaign combining several of the outputs. In some cases, small-scale research projects may be funded as a part of the work plan with contributions from other funders.

The secretariat may be able to support an Expert Group on specific tasks, however primarily all outputs from the group should be delivered from the resources within the group. The secretariat will engage in expert group meetings when possible, and meet regularly with the expert group coordinator for monitoring and planning purposes.

1. **Communications**

Collaboration and development of partnerships are at the core of the SIANI Expert Groups and require, among other things, effective and precise outreach and 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 plan should to be integrated in the general work plan so that time is allocated to production of news stories, interviews and blogs during the Expert Group activities. Expert groups kick off their work by presenting and discussion of their communications plan with the SIANI secretariat, ensuring common understanding and further refining the activities together.

1. **Proposed Expert Group Composition and Methodology**

Expert groups should be comprised of a balance of gender and age 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.

1. **Expert group target audience**

The main target audiences for the expert groups are: SIANI members and their partners in low-and middle income countries. Expert groups do not need to be geographically located in Sweden, but should have at least one member from an institution/company with a connection to Sweden of links to Swedish organizations and actors benefitting from Swedish Development Aid. Expert groups with strong reciprocal partnerships with organizations in low-income countries will be encouraged.

1. **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 demonstrate how group composition and activity engagement is representative and inclusive.

1. **Human rights-based approach**

Work should be guided by human rights-based approach and it is of high importance to demonstrate this in the application. In order to capture the extent to which human rights principles have been incorporated into all stages of planning the areas below will support in this process:

* **Participation:** Is there active and meaningful participation of those involved - including opportunities for them to influence the formulation of problems, planning, implementation and follow-up?
* **Non-discrimination:** Who are the rights holders? Have they been taken into account? Are people in vulnerable situations considered? Is discrimination actively counteracted?
* **Empowerment:** What capacity do duty bearers have to fulfil their obligations and rights holders' to claim their human rights? Can their capacity be strengthened?
* **Transparency:** Is information available in an accessible way to duty bearers and rights holders? Are they able to attend and observe meetings and processes where issues that affect them are discussed?
1. **Budget and Duration**

The budget should be broken down in the proposal 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.

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.

1. **Implementation and Reporting**

Expert groups are required to make administrative updates to the secretariat about the work of the group. The recommended format is to have a series of meetings with the secretariat integrated into the workplan. This is intended to catch difficulties in the project implementation and to facilitate 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.

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.

1. **Judging Applications**

All proposals will be screened by the SIANI Secretariat as to compliance with this document and SIANI priorities. Proposals will then be scored according to a standardised criteria and those scoring highest will be invited to develop a work plan including activities with a timeline, outputs and outcomes. After this is received the proposal and workplan will be reviewed by the SIANI steering committee and those to receive funding will be selected.

### Deadline for proposal submission is 23:59 CET on the 16th August, 2019.

### For submissions and questions please contact: matthew.fielding@sei.org

**With submissions mark the subject line: “Expert group submission: (insert group name here)”**