



Consultation Plan– Strategy and Results Framework and Mega Programs

The intent of this paper is to propose a communication and consultation plan for the CGIAR Strategy and Results Framework and Mega Programs (SRF-MPs). This is divided into two phases – the first for the period between 18 September and 22 October and the second phase from 31 October through to 29 March 2010. This proposal includes how to engage with different target audiences – internal (e.g. the Alliance) and external (e.g. donors, partners). It lists the communication and consultation material required to maximize the efforts in soliciting and capturing feedback and finally outlines an implementation plan with designated activities and responsibilities.

Current status:

The Strategy Committee completed the CGIAR Strategy and Results Framework Progress Report #4 on the 18th September 2009. This was initially distributed to the Alliance and its partners for review and comment. It is also being made available for GCARD regional consultations; it is thus a public document.

The Committee's analyses and assessments of background materials are ongoing and it will produce its draft report by October 22, 2009. The Committee plans to send the October 15 version of the report for peer review.

Proposal:

As requested by ExCo 16, and in the best interests of the SRF and MP portfolio, the final draft produced by the Strategy Team should be communicated, discussed and made available for consultation as widely as possible up to the GCARD consultation in Montpellier at the end of March 2010. This consultation will ensure that the Strategy and Results Framework is exposed to diverse set of views and experiences which will lead to a SRF and MPs that are more robust and meaningful to the Consortium and its stakeholders.

It is recommended that communications and feedback mechanisms are coordinated and coherent in order that the resulting information is consistently dealt with.

There are at least two streams of consultation that need to be considered – that internal to the Alliance – the Center scientists, Directors General and Board Chairs, and the Consortium Board and that external to the Alliance e.g. GCARD process, donors. There are also two quite distinct phases (18 September-22 October and 31 October-30 March 2010).

Additionally it is recognized that this is an ongoing consultation up to the point where the final Strategy and Mega Programs are decided upon by the Fund Council (approximately May 2010). Key milestones in the communication and consultation process are the Alliance Meeting (29-31 October); ExCo 17 (3-4 November); CGIAR Business Meeting (7-8 December), the first Consortium Board Meeting (tentatively planned for mid-February 2010), and the GCARD Conference (28-31 March 2010).

Internal Consultation

18 September to 31 October

As stated by the Strategy Team, the Strategy Progress Report #4 is a 'work in progress'. **The input from the Centers is needed to inform the final draft of the Strategy and Mega Programs.**

Individual Centers:

- Centers design and carry out consultation at their centers (and with their partners if they so choose) on the SRF/MP report #4 as soon as it is released (18 September 2009)
- Each center agrees to provide comments and feedback before 12 October (in order to be compiled into a summary report for the Alliance meeting and ExCo), indicating explicitly who was consulted and how their views were captured (to get an idea of how far reaching and extensive the consultation was)
- For the first round of comment (up to 12 October) open commentaries are sought (no structure prescribed). Centers can provide their comments via the [Alliance internet site](#) especially set up for the purpose or provide their comments to the Alliance Office.
- The Alliance Executive and Alliance Board will discuss a more detailed plan for ongoing communication and consultation at the Alliance Meeting at the end of October.
- Three Center Boards are holding meetings between now and 15 October. Feedback from these meetings on Progress Report #4 should be forwarded to the Alliance Office.

All comments received will be analysed by the Strategy Team to inform the final draft. A report of all comments received will be prepared by the Alliance Office. The final draft from the Strategy Team and the comments received will be discussed at the Alliance Meeting 29-31 October.

Alliance Executive and Alliance Board

- The Alliance meets 29-31 October. The draft final report from the Strategy Committee and a consolidated summary and analysis of feedback coming from the Centers, from partners (GCARD regional meetings completed by that date) and from the Alliance internet site will be discussed by the Alliance meeting.
- Outcomes of this discussion will include:
 - An Alliance plan for ongoing communication and consultation of the Strategy and Mega Programs up to their finalization and plans for the development of the business plans and management of the Mega Programs.
 - If feasible, and if appropriate given the plans for finalising the SRF/MP after GCARD, an Alliance 'position' on the draft Strategy and initial set of Mega Programs
- The draft final report from the Strategy Team and the report of the comments received will be presented to ExCo 17 (November 3-4). The outcomes of the Alliance October meeting will be presented to the Business Meeting in early December.

30 October 2009 to 29 March 2010

Individual Centers

- It is expected that the Centers will continue to provide input to the Strategy and Mega Programs up to the Business Meeting (7-8 December) and if warranted up to the Consortium Board Meeting (approximately mid-February).

Consortium Board

- The Consortium Board should be appointed by December 2010 with their first meeting tentatively scheduled for early February 2010.
- At its first meeting it is expected that the Board will discuss the draft Strategy and Mega Programs, the comments and feedback that have been captured and analyzed between 18 September and the conclusion of the CGIAR Business Meeting (7-8 December) and any additional input from the Alliance Executive and Alliance Board.
- The outcome of this discussion should be agreement on the type of inputs being sought from the GCARD in Montpellier and the next steps, after GCARD, to finalize the Strategy and Mega Programs.

External Consultation

Partners: GCARD regional face-to-face meetings (see Annex 1 for list of meetings)

These regional meetings provide an excellent opportunity to canvass the comments and views of the partners on the proposed Strategy and Mega Programs (Progress Report #4). Regional hosts for these meetings have indicated that they will invite an Alliance representative to make a presentation and distribute information on the SRF-MP.

The calendar for the GCARD process regional face-to-face meetings are:

Europe	29 September	Brussels
Africa	5-7 October	Accra
Central Asia and the Caucasus	16-17 October	Tashkent
Latin America	19-21 October	Cali
Asia and the Pacific	30-31 October	Bangkok
Near East and Northern Africa	10-12 November	Alexandria

Actions for effective consultation at the regional meetings should include:

- Confirmation if Directors General will join the regional meetings and give a presentation on the Strategy and proposed Mega Programs.
- The Alliance representative must represent the Alliance not his/her Center in this process. The Alliance representative will agree to present and distribute the agreed-upon information, lead constructive discussions that further inform the SRF and Mega Programs.
- The regional hosts will be asked to provide the Alliance Office with a report on the feedback and comments on the proposed Strategy and Mega Programs, as soon as possible after the regional meeting.
- Participants will also be invited to give their feedback and commentary directly to the Alliance via the [Alliance internet site](#).
- The Alliance representative at each regional meeting will receive a package of information on the proposed Strategy and Mega Programs to present and give to the regional meeting participants.
- Raising awareness of the rich (draft) material from modeling and mapping activities that the Strategy Team have placed on the [Alliance webspace](#). This material can be helpful in guiding regional consultations.

Partners: GCARD Montpellier meeting

The consultation process for this event should be designed in collaboration with the GCARD conference organizers.

Peer Review

The Strategy Team will send the final draft report for peer review for a set period.

Donors/Members:

- Donors, members and other stakeholders have received a cover memo and the Progress Report #4 (22 September 2009). They have been invited to provide comments on the [Alliance internet site](#). All comments received at this site will be provided to the Strategy Team. A report on the feedback will be prepared and provided to the members for discussion at ExCo 17.

- The comments from ExCo on the SRF/MP documents (the final draft by the Strategy Committee and the report on the feedback with the Alliance plan/timeline for finalizing the Strategy and Mega Programs) will be sent to the full Alliance.
- Donors, members and other stakeholders will be invited to continue providing feedback and comments. All comments on the final draft Strategy and Mega Programs will be compiled and analyzed and presented to Business Meeting (7-8 December).
- Comments arising from the Business Meeting will be communicated to the Alliance and the Consortium Board

Other key events where Centers are participating (see Annex 1 for list of meetings)

Where possible and if the opportunity arises, Center staff attending key meetings should indicate if they would be willing to give a presentation and/or distribute information and capture feedback on the SRF-MP. The same or similar process as used for the GCARD regional meetings would be available.

Material to support the communication and consultation

The first stage of consultation (up to 15 October 2009) will rely on Strategy Progress Report #4 (version 18 September) as the basis for soliciting feedback.

- The supporting material will be the (i) documentation used by the Strategy Committee in developing the report (all posted on the Alliance internet site) and (ii) a power point presentation which can be the basis for other presentations.
- The methods for capturing comments and feedback will be via email (directly to the Alliance Office), via the Alliance internet site and via feedback from regional hosts of the GCARD regional face-to-face meetings.
- Consolidation and analysis of the comments received will be done by the Alliance Office
- Comments received will be sent to the Strategy Committee

Post 15 October will be the second stage of consultation with the final draft report as the basis for soliciting feedback.

- It is recommended that a 'consultation friendly' package of information to support the communication and consultation be prepared. This would consist of:
 - the final draft report from the Strategy Committee
 - a power point presentation based on the report
 - a 1-2 minute video that shows, why these MPs are necessary ("the dream")
 - a 4 page brochure or pamphlet that briefly and in non-technical terms describes the content and intent of the SRF and Mega Programs with directions on how to provide feedback and comment and to obtain an electronic version of the report
 - a Frequently Asked Questions (FAQs) document (or video with relevant panel members)
 - a feedback response form that can be distributed to participants at meetings that enables them to provide written feedback on the presentation (this same response form will be available electronically so that participants can choose either to respond via the hard copy or online)
- Consolidation and analysis of the comments received will be taken by the Alliance Office and written up as a document for the Business Meeting (and other purposes as designed by the Alliance at their meeting in October).
- Comments received will be sent to the Strategy Committee

Implementation Plan

Date	Action	Lead Responsibility
18 Sep	Distribute Strategy Progress Report #4 to Alliance (COMPLETED)	Strategy Team
18 Sep	Post report and background documents to Alliance internet site with feedback facility (COMPLETED)	Alliance Office
22 Sep	Send email to Alliance list of donors/stakeholders/partners with a copy of the report and invitation to comment (COMPLETED)	Alliance Office (on behalf of the Strategy Team)
25 Sep	Design a power point presentation on Progress Report #4, for approval by the CPT (COMPLETED AND UNDER REVIEW)	Strategy Team
28 Sep	Initiate process and decide on Alliance representatives for each GCARD Regional face-to-face meeting. Initiate process to identify and confirm Centers willingness to present and capture feedback on the Strategy and Mega Programs at other key meetings (as listed in Annex 1)	CPT
15 Oct	Prepare summary of feedback (meetings and webpage) for ExCo 17 and the October Alliance Meeting	Alliance Office
26 Oct	Prepare an information package to be used for communication and consultation (for CPT approval)	Alliance Office Communication SWAT team
Ongoing	Systematic targeting of topic-related blogs and websites with information on the consultation and links to the Alliance "consultation" web page	Alliance Office
31 Oct	Alliance discusses final draft of Report#4 and the accompanying synthesis of feedback/responses and agrees on next steps for the finalisation of the SRF/MP	Alliance
6 Nov	Prepare summary of feedback (meetings and webpage) for the Business Meeting	Alliance Office
Feb 2010	Prepare consolidated set of all relevant documents on the Strategy and Mega Programs for first Consortium Board Meeting	Alliance Office
Mar 2010	Implement Consortium Board decisions on Strategy and Mega Programs in preparation for 28-31 March GCARD conference (Montpellier)	Alliance Office

Annex 1: List of external events and meetings (2009) where Alliance Centers are participating

Date	Events	Center Attending
2-24 Sep	GCARD electronic regional consultations	
21 Sep-2 Oct	UNCCD COP 9 (Buenos Aires)	ICRISAT, IFPRI
28 Sep-9 Oct	UNFCCC Negotiations (Bangkok)	CIFOR, WorldFish
29 Sep	GCARD Regional Meeting (Brussels)	
1-7 Oct	GCARD Regional Meeting (Accra)	
11-16 Oct	Interdrought III (Shanghai)	IRRI, ICRISAT
12-13 Oct	FAO High level forum "How to Feed the World" (Rome)	ICRISAT, WorldFish, ICARDA, CIAT, ILRI, IFPRI
12-15 Oct	International on Food Security & Climate Change (Jordan)	ICRISAT, CIFOR
14-16 Oct	World Food Prize Symposium (Des Moines, USA)	IRRI, IFPRI
16-17 Oct	GCARD Regional Meeting (Tashkent)	
16 Oct	World Food Day Event (Dublin)	ICRAF, ILRI, IITA, ICRISAT
18-23 Oct	World Forestry Congress (Buenos Aires)	Bioversity, CIFOR, ICRAF
19-21 Oct	GCARD Regional Meeting (Cali)	
19-23 Oct	Commission on Genetic Resources for Food & Agriculture (Rome)	Bioversity, WorldFish
27 Oct	Italian ARD meeting (Rome)	Bioversity, ICARDA, ICRISAT, IFPRI, ILRI, WARDA
27-28 Oct	Crawford Fund Conference (Canberra)	CIMMYT, ICRISAT
30-31 Oct	GCARD Regional Meeting (Bangkok)	
1-5 Nov	International SA, CSSA, SSA meetings (Pittsburgh, USA)	IRRI, ICRISAT, CIAT, CIMMYT
2-7 Nov	International Symposium Tropical Root Crops (Lima)	IFPRI, CIAT, IITA
9-12 Nov	International Conference on Horticulture (Bangalore)	Bioversity, ICRISAT
10-12 Nov	GCARD Regional Meeting (Alexandria)	
16-18 Nov	World Food Summit FAO Rome	IFPRI, ...[others to be listed]
16-19 Nov	International Rice Genetics Symposium (Manila)	CIAT, IRRI
12 Dec	Agriculture & Rural Development Day (Copenhagen)	CCAFS plus other centers
7-18 Dec	COP 15 (Copenhagen)	Bioversity, WorldFish, IRRI, IFPRI, CIAT, CIFOR, ICRAF
Dec (TBD)	GCARD electronic consultations	