



GFAR

**GLOBAL FORUM ON AGRICULTURAL RESEARCH
FORUM MONDIAL DE LA RECHERCHE AGRICOLE
FORO GLOBAL DE INVESTIGACION AGROPECUARIA**

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**Concept Note
For a GFAR Secretariat Led Initiative in ACP Countries
(Africa, Caribbean and Pacific)**

**Strengthening the Participation of Farmers' Organisations and of NGOs in
the Global Agenda of Agricultural Research for Development**

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1. Summary

This paper presents the initiative that is being developed with NGOs and Farmer's Organisations (FOs) to strengthen their constituencies and to ensure their effective participation in regional and global Agricultural Research for Development (ARD). Its basic premise is that effective participation in ARD at any level requires more than simply providing a seat to a given constituency in a collegial decision-making body at the regional or global level- it requires both the strengthening of the stakeholder constituencies and the development of a multi-level system that can ensure a close interaction between the local/national, regional/sub-regional and global levels. The close and reciprocal interaction between these three levels is the foundation of the development of a Global ARD Agenda.

This initiative proposes various activities, developed together and in consultation with civil society constituencies, that will contribute in strengthening CSO (Civil Society Organizations) constituency by improving communication within and between them as well as strengthening their participation at the national, regional and global levels by supporting workshops and establishing collaborative

programmes. The activities of this proposal are open to all of civil society, including NGOs and FOs. The objective of this document is to mobilise support for this initiative and associated activities.

2. Context and Rationale

In recent years national governments have reduced their investment and activities in the agricultural and public sectors. This has paved the way for an enhanced and extensive civil society involvement in activities previously carried out by these sectors, such as delivering social services, promoting grass-roots development, and preventing environmental degradation. It has also resulted in the upsurge of civil society organisations, associations and federations whose capacity to engage people at the grassroots level has increased, particularly through NGOs and FOs, and who are playing an important role in the production of public goods and services at the national, regional and global levels.

Given the important role that these civil society actors are playing, it is important to ensure their effective participation in ARD at the national (NARS), regional (RF/SRF) and global levels. This was one of the basic purposes for which the Global Forum on Agricultural Research (GFAR) was established in 1996.

2.1. Non-Governmental Organisation (NGOs)

NGOs are playing a fundamental role in natural resource management, supporting local innovation, agricultural extension and development, education, and providing health services. They are also increasingly building networks and consortia around thematic and/or geographic relationships to increase their impact through the exchange of ideas and information; to mobilise support; and to gain further visibility by speaking with a unified voice.

NGOs can be broadly categorised as operational or advocacy organisations, both of which play key and complementary roles in ARD. Operational NGOs provide a direct service to improve agricultural practices and increase rural well-being in specific locations; members work directly in rural communities, conduct research with farmers, link formal research and farmers interested in experimentation, and provide extension services. They exist at local, national and international levels. Advocacy NGOs work to influence agricultural policies, priorities, and strategies. Most lobby on issues concerning trade, markets, farmer representation in decision-making bodies, and intellectual property rights. Increasingly, advocacy NGOs are calling for a fundamental change in the practice of ARD, e.g. for a more sustainable, farmer-centred research, for improved farmer-scientist collaboration, and for the consideration of gender issues in agricultural research. This category of NGO usually operates at national and international levels.

The active presence of both groups of NGOs at the community and international levels makes them important partners in any ARD initiative and thus the strengthening of this constituency is fundamental to the advancement of ARD.

2.2. Farmers' Organisations (FOs)

Farmers' Organisations are "groups of rural producers coming together to found organisations, based on the principle of free membership, to pursue specific common interests of their members-developing technical and economic activities that benefit their members and maintaining relations with partners operating in their economic and institutional environment¹". FOs play a key role in knowledge generation and utilisation, and are the main actors responsible for assuring that research results are

¹ Hussein, Karim, 2000. *"Farmers' organisations and agricultural technology: institutions that give farmers a voice"*. Overseas Development Institute, Portland House, Stag Place, London SW1E 5DP

translated into production methods or natural resource management practices. FOs are increasingly federalising at the national, regional and international level, around commodity, market, community, and agricultural issues. FOs and NGOs often work together in advancing their interests.

As farmers are both clients and originators of research, it is important that the global ARD system respond to their needs. Just as important is the recognition that farmers are also researchers and innovators who have always developed means of addressing problems on the farm, and from whom researchers can also learn. Despite this link between farmers and research, FOs remain an untapped resource in global agricultural research. Farmers however, are the backbone of agriculture and as such their contributions to and participation in ARD are fundamental. FOs strengthen and increase the outreach of farmers' contributions to ARD and create channels through which farmers can participate in (influencing) decision-making at levels above the farm. Furthermore, the strong relationship between NGOs and FOs indicates that their capacity to contribute to ARD, and to initiate and enter research partnerships with other civil organisations such as agricultural universities, must be increased concurrently so as to achieve an effective civil society contribution to a global ARD agenda.

2.3. Role of GFAR and Recommendations of First GFAR External Review

GFAR provides a common meeting place in which all stakeholder constituencies in ARD can participate and bring together their comparative advantages in the research and development process. As such, one of the mandates given to GFAR is precisely to facilitate the strengthening of stakeholder constituencies to ensure equal participation and involvement in various opportunities in ARD. The First GFAR External Review highlighted the importance of this function:

“A key responsibility of the GFAR Secretariat is to assist stakeholders to further develop their constituencies. This is especially true for farmers’ organisations, in view of their relative lack of a strong voice in agricultural research decision-making, and the need to redress this to make research much more demand-led, and also for NGOs in view of their large numbers and varied scope and goals.”

The GFAR External Review recommended that both these stakeholder constituencies continue to receive special assistance so as to strengthen their representation in GFAR.

3. Objectives and Main Lines of Action

The GFAR Secretariat has been working with NGOs and FOs to develop a strategy with two objectives:

(a) To strengthen the participatory and representational mechanisms within each constituency, including their information management capacity to communicate the main issues that are being debated in regional and global ARD and to foster the development of their own strategic agendas); and

(b) To strengthen the participation of each constituency in the decision-making mechanisms of ARD at the national, regional and global levels.

This proposed initiative, which is being developed and implemented with NGOs and FOs, is structured around three issues that GFAR has been discussing with NGOs and FOs since before the GFAR-2000 Dresden Conference: (a) civil society constituency development and strengthening; (b) CSO participation at national and regional levels; and (c) CSO participation at the global level. These three levels complement and reinforce each other.

The philosophy of GFAR is to work through established stakeholder organisations instead of creating new and parallel structures. During the last two years, the main GFAR contacts for farmers are the *International Federation of Agricultural Producers (IFAP)*, and *Via Campesina*. IFAP is constituted by national organisations representing family farmers around the world and they have general consultative status with the United Nations. *Via Campesina* is a co-ordinating body that brings together organisations of landless peasants, small-scale farmers, agricultural workers and indigenous people. In the case of NGOs, GFAR is working closely with the *CGIAR NGO Committee (NGOC)* since, to date, there is no global federation of NGOs concerned with ARD. Through this initiative, GFAR is expanding its alliances with civil society through further activities with them.

3.1 Constituency Development

An important general objective when strengthening constituencies is to support the development of each one's identity as a stakeholder in the global ARD community. This strengthens their capacity to contribute to the global agenda by debating and influencing policy, participating in priority setting, and proposing projects that can be undertaken by several stakeholders. Developing an identity calls on each constituency to :

- a) Develop Vision Statements to provide a coherent framework for action;
- b) Develop a Strategic Agenda of policy and institutional issues related to agricultural research and technological development appropriate for each level (national to regional) within each region;
- c) Strengthen their capacity to access and manage information, their own website development projects, and through collaborative efforts between EGFAR and their website development projects (this uses the web to facilitate dialogue among the members of each constituency to discuss policy options and to develop common visions and positions with respect to key ARD issues- a very important component of constituency development);
- d) Develop mechanisms 1) to allow them to make their voices heard, 2) to stimulate dialogue and reflection, and 3) to give them opportunities to negotiate what should and can be done together with each other and with other stakeholders.

Collectively undertaken, these activities will build a strong commitment both within and for civil society to participate in and contribute to ARD. All require an awareness of what the key ARD issues are and their implications for each constituency, which is an objective of this initiative.

3.2. Strengthening Participation at the National and Regional Level

A second dimension of constituency development is to strengthen participation in setting ARD agendas at the national, regional/sub-regional and global levels. In many developing countries, the National Agricultural Research Institute (NARI) model of ARD is evolving into a National Agricultural Research Systems (NARS) model, which is a network of systemic relationships that emerge among the various actors of ARD in a country: NARIs, extension services, universities, NGOs, FOs, community organisations. National Fora are simultaneously emerging as spaces established for dialogue among the stakeholders to facilitate better understanding of each other's perceptions and to set national agendas. NARS and National Fora are two sides of the same coin and are central to national agriculture and development. The integration of stakeholders into both, particularly FOs and NGOs who play a key role in agricultural production, research, and development, and the capacity of CSOs to contribute and participate actively and effectively in each, is important for both civil society and for national agricultural interests.

NARS have also established fora at the regional/sub-regional level, (the Regional/Sub-regional Fora, or RF/SRF) into which FOs, NGOs, universities and the private sector are beginning to be integrated. GFAR is supporting the initiatives to include CSOs in these fora by taking three steps: (a) identifying regional focal points for NGOs and FOs; (b) facilitating the integration of NGOs and farmers' representatives in the RF/SRF Executive Committees; and (c) "opening-up" regional priority-setting exercises in several regions to all stakeholders.

3.3. Strengthening Participation in Global ARD

Participation in Global ARD requires strong CSOs and sound national and regional ARD networks so as to ensure that representatives who sit on global collegial bodies have a mechanism by which they can effectively communicate with and thus represent their constituency. This section analyses the strengthening of the participation of constituencies in global ARD through two mechanisms: the GFAR Steering Committee (GFAR-SC) and the CGIAR Executive Council (ExCo). Strengthening the ability of NGOs and FOs to participate in these two ARD mechanisms also strengthens their ability to work with other global networks and structures. Likewise, it gives them an opportunity to promote CSO representation and participation in fora and structures at regional, subregional and national levels.

a) Participation in the GFAR Steering Committee

The GFAR Steering Committee² (GFAR-SC) is developing strategic agendas on ARD policy and institutional issues, which are being discussed at the national level (NARS and National Fora), the regional/sub-regional level (RF/SRF), and the global level (GFAR-SC). The GFAR-SC functions as an "apex committee" of a system of deliberative bodies that brings together all stakeholders of ARD, including NARS, IARCs, ARIs, NGOs, Farmers' Organizations, Business and Industry, and donors, from all levels. Key strategic issues are discussed at all three levels, as well as the community/local level where one finds the end-users and the beneficiaries of agricultural research. Equal participation by NGOs and FOs is fundamental to the principles of the GFAR-SC and to its activities.

b) Participation in the CGIAR Executive Council (ExCo)

In AGM-2001 the CGIAR established a 21-member Executive Council (ExCo) whose members are GFAR, civil society (1 seat currently held by an NGOs person), the private sector, members of the CG from the North and the South, and co-sponsors. In the first meeting of the ExCo three important questions were raised. Firstly, how to strengthen the participation of farmers in ARD; secondly, how to improve representation among NGOs; and thirdly, how to strengthen and broaden the dialogue with civil society institutions in general. Given that GFAR has a specific mandate with respect to these issues, the GFAR Secretariat was formally requested at the ExCo AGM 01 to tackle these questions with the respective stakeholder constituencies³.

GFAR believes that the key issue to effectively involve civil society in both the GFAR-SC and the CGIAR ExCo is to support and recognise the need to strengthen constituencies through activities that

² The *GFAR Steering Committee* meets twice a year, in both closed and open sessions where stakeholders are encouraged to participate. Furthermore, the GFAR-SC operates through sub-committees constituted at the level of specific constituencies, such as the *NARS Steering Committee* which is a sub-committee of the GFAR-SC.

³ Summary Record of Proceedings and Decisions. CGIAR Annual General Meeting 2001, October 30-01 November 2001, Washington DC.

develop coherence within CSOs, and that facilitate and support their participation in ARD activities. This proposal presents the initiative that GFAR has developed to fulfil its mandate and mission and to support the CGIAR in theirs.

4. Project Activities

The project activities are organised under the headings of the three main lines of action outlined above. These lines of action are structured as such to facilitate profiling and strengthening of their constituency-based networks so that they can come together at the sub- regional, regional and interregional/global levels as a single and unified stakeholder group. This necessitates sharing strategic vision and Action Plans, managing and disseminating information, as well as establishing equitable partnerships.

Hereunder is a general description of the activities that can be implemented under this programme. Of particular note are the proposals to carry out technical and inter-regional workshops bringing together NGOs, farmers and scientists and jointly discuss and explore various ecological approaches to farming across agro-ecosystems.

Likewise, a “block fund” will be allocated which CSOs can use, in collaboration with other regional ARD stakeholders, in implementing activities identified they themselves have identified. This will not only provide a source of funds for projects to support CSO initiatives, but will also provide an incentive for civil society to develop and propose projects of their own accord, reflecting both their needs and the CSO principles of people-centred research. It should be clear however, that these funds will serve only as "start up" funds and that further resources will have to be mobilised separately. The provision of start up funds is not meant to insinuate that GFAR is a donor but rather a "facilitator" that assists the realisation of identified activities (see item 5.2 regarding Management of Funds).

4.1 Civil Society Constituency Development

This component will involve studies⁴ which will include not only a profile of NGOs and FOs in the regions, but also an analysis of the extent and degree of interaction within and among CSOs and with other ARD stakeholders, including an assessment of their communication capacities.

This study is expected to result to, among others, a database of both operational and advocacy CSOs in the region. This database will be linked to EGFAR and will be designed to allow CSOs to self-register, describe their activities and fields of expertise, and geared toward facilitating operational approaches to collaboration. It will also have a set of recommendations and strategies to strengthen the farmers’ constituencies, their participation and critical engagement in various policy debates on ARD⁵. This study is also expected to come up with suggestions on how NGOs can support more effectively this process of building farmer constituencies in the context of ARD.

Secondly, e-conferences will be held to facilitate interaction among regional CSO stakeholders by exchanging ideas on how CSOs in each region can better coordinate with each other at the

⁴ Preferably conducted by civil society constituencies themselves with an external technical support if warranted.

⁵ The design and implementation of this component (and/or of this project) will be coordinated with the complementary project being developed by ISNAR together with IFAP entitled “*Strengthening the Influence of Farmer.*”

constituency level and at the sub-regional/regional level⁶. This may serve as a preparatory activity for a either a (sub) regional meeting among CSOs where framework for cooperation and proposals on how to improve the CSO network in their respective regions. It can also be an opportunity to revisit, validate or identify key ARD issues and research priorities from a CSO perspective. These (sub)regional workshops can be organized within the framework of a related regional activity not only to maximize the presence and participation of other CSOs and to contain expenses but more importantly, to link it to other on-going activities in the region. Such was the case in Asia where regional NGOs, CGIAR NGO Committee and GFAR co-sponsor a sub-workshop to discuss issues, priorities and strategies for agricultural research and extension within the context of “*Asian Regional CSO Conference on World food Summit +5*” held Thailand in August 2001.⁷ Other outputs would include identifying mechanisms to enhance CSO interactions; a Strategic Vision and Plan of Action for the future; strengthening regional focal points⁸; presentation of success stories/ case studies of CSO initiatives; and development of project proposals that are consistent with this programme to be funded by the "block fund" mentioned above.

Another possible outcome is collaborative project among FOs and/or NGOs at the sub-regional level aimed at addressing agricultural research priority in the sub-region. It should be pointed out that subsequent activities under this line of action is dependent on the outcome of consultation and discussion with civil society constituencies in the e-conference (and other means) cited above.

4.2 Strengthening Participation at the National and Regional Level

Strengthening participation at the national and regional levels has three main aspects to its activities. Firstly, to support CSO participation in already existing RF/SRF by establishing CSO seats on the Executive Boards, and to support their participation in meetings. Secondly, to ensure the effectiveness of this representation a feedback communication system will be developed.

This will include a mix of possibilities in terms of communication strategies aimed at empowering farmers and at assisting NGOs in their efforts to assist farmers in building their capacities. The main principle behind this is to provide access to people and to build FOs and NGOs capacities in communicating ARD issues relevant in the regions. Toward this end, various modes of information and communication techniques can be employed, emphasizing small and appropriate media which local users can easily manage and “control”. This may include newsletters prepared by NGOs and FOs themselves in the language common to the region. This project may also partner with existing initiatives in the region. Where an on-going initiative on rural radio⁹ exists in certain region(s), the project can tie-up with this effort so as to widen even further the communication reach and facilitate the not only the dissemination of information but to use it as a mechanism to mobilize even more farmers and NGOs.

⁶ In this regard, GFAR will play a facilitating role to be able to support the technical needs and requirements of the FOs and NGOs who will run the e-discussions themselves.

⁷ Asian NGO Coalition (ANGOC), August 2001. “Towards Building Asian NGO Consensus on Agricultural Research, Extension and Farmer Linkages: Issues, Priorities and Strategies.” Workshop Proceedings. Bangkok, Thailand.

⁸ It should be noted that all the individuals named in Dresden are serving only on an interim basis. It will be important that the focal points eventually become organisations (NGOs, networks) mandated by a large part of the constituency and that, in the focal NGO or network, a committed individual is assigned the task of liaison. This is among the targeted outcome of the process of strengthening the constituencies.

⁹ A possibility can be with FAO’s on-going projects on communication for development, including that on participatory and interactive rural radio and rural broadcasting.

In addition, some activities related to the development of NGO and FO stakeholder website which can be facilitated by this project and linked with the electronic global forum (EGFAR); holding of electronic discussions; and assisting FOs and NGOs address electronic connectivity concerns.

Thirdly, technical workshops and seminars on ARD will be undertaken. These workshops and seminars may cover thematic topics such as biotechnology and ecological approaches to sustainable agriculture on various agro-ecosystems and will include participants from NGOs, FOs, research centers and universities. This may also pave the way for possible research partnerships among CSOs and scientists and facilitate understanding of each stakeholders' point of view and the contribution each of them can make in advancing ARD.

Another activity can be to scale-up successful initiatives such as the case in Latin America where 11 NGOs from eight Latin American countries joined together to create CLADES (*Consortio Latinoamericano sobre Agroecología y Desarrollo*- the Latin American Consortium on Agroecology and Development). The central objective of the Consortium is the development and diffusion of technological options for peasants based on agroecological approach and training of professionals and technicians associated with institutions committed to sustainable agriculture.¹⁰

4.3 Strengthening Participation at the Global Level

Activities aimed at strengthening CSO participation at the global level consists of supporting activities that will enable regional CSOs to meet and discuss ARD issues among themselves. This face-to-face interactions are expected to smoothen communication and will help build relationship among CSOs as they are able to put "faces behind the names." Supporting face-to-face meeting of CSOs enhances networking and builds an rapport and confidence (eventually) among them. Inter-regional workshops will also provide venue to bring together the outcomes of the regional workshops, identify commonalties and develop common activities to address them. Specific outputs could be CSO Global Partnership Programme proposals and the creation of Pools of Knowledge through the sharing, gathering and documentation of information and experiences. Secondly, Collaborative Programmes between GFAR and CSOs such as IFAP, *Via Campesina*, NGO stakeholder group, and other partners will be concretised. A "start-up" can be mobilized to assist the CSO stakeholders initiate their activities. GFAR Secretariat can also assist them develop their webpage which can then be linked to EGFAR. This CSO stakeholder webpage can serve as an open platform for discussion among them and with other stakeholder groups. Funds would also be used to support CSO participation in the twice a year. **5.0 Project Implementation**

5.1 Project Management

A Project Advisory Board (PAB) composed of representatives from NGOs and FOs at sub-regional/regional or global levels, representatives of regional/sub-regional fora, and GFAR Secretariat will be established to provide over-all guidance related to project execution and funds disbursement. The draft Terms of Reference (TOR) of the PAB is attached as *Annex 1*.

¹⁰ Yurjevic, Andres, et. al. 2000. "The Latin American Consortium on Agroecology and Development (CLADES): A Successful NGO-led Partnership to promote Agroecological Research, Training and Information Exchange in Latin America." A Case Study presented in GFAR 2000 Conference, Dresden, Germany. To date, however, CLADES, is encountering some financial constraints to be able to continue their innovative activities.

The implementation of the project will be coordinated by a Project Coordinator (PC) supported by the fund of the project. He/she can be hosted either by the GFAR Secretariat in Rome or elsewhere¹¹. The draft Terms of Reference (TOR) of the PC is attached as *Annex 2*.

An annual financial and progress report will be prepared by the Project Coordinator and will be submitted to the PAB, GFAR Steering Committee, and the European Commission (EC).

5.2 Project Funds

Following decentralization and subsidiarity principles, project funds allocated for specific activities can be channelled by the GFAR Secretariat directly to the stakeholders, i.e., either to the concerned Sub-regional/Regional Fora or to the Regional NGO or FO Focal Point (i.e., organization) identified by the stakeholders themselves. A Memorandum of Agreement (MOA) between the GFAR Secretariat and with either (or both) RF/SRF or NGO or FO Focal Point will be signed reflecting the amount as well as the purpose for which the funds will be used. This can be done either on a per activity or on a yearly basis, depending on the recommendation of the PAB. GFAR Secretariat will take an overhead of 6% to support the various coordination activities related to project implementation.

As regards the use of the “block fund,” the PAB may outline criteria as to which activities will qualify for the funds, and by how much. In order to strengthen the sustainability of the project a ceiling cost for certain activities can also be set by the PAB. This fund is meant to be transitional in nature until such time (e.g. 2 to 3 years) that RF/SRF as well as CSOs themselves are able to mainstream and assume responsibility of financing a portion of the cost of an activity. A possible scheme is presented below:

*Table 1. Cost-sharing Scheme for CSO Participation in Board Meeting X
(in per cent)*

	Project ¹²	RF/SRF	CSOs
Year 1	100	0	0
Year 2	100	0	0
Year 3	70	50	0
Year 4	70	50	0
Year 5	50	30	20
Year 6	50	30	20

The above arrangement is based on the principle of cost-sharing and accountability i.e., for stakeholders to share both the cost and benefits of a multi-stakeholder partnership. This, of course, will have to be discussed with RF/SRFs and with CSOs.

¹¹ E.g. any willing institution who is a member of the Project Advisory Board.

¹² with the GFAR Secretariat providing the cost upon project completion or in the absence of a project



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ANNEX 1

Strengthening the Participation of Farmers' Organisations and of NGOs in the Global Agenda of Agricultural Research for Development

**Initiative in ACP Countries
(Africa, Caribbean and Pacific)**

PROJECT ADVISORY BOARD (PAB)

TERMS OF REFERENCE

1. BACKGROUND

GFAR provides a common meeting place in which all stakeholder constituencies in ARD can participate and bring together their comparative advantages in the research and development process. As such, one of the mandates given to GFAR is precisely to facilitate the strengthening of stakeholder constituencies to ensure equal participation and involvement in various opportunities in ARD. The First GFAR External Review highlighted the importance of this function:

“A key responsibility of the GFAR Secretariat is to assist stakeholders to further develop their constituencies. This is especially true for farmers’ organizations, in view of their relative lack of a strong voice in agricultural research decision-making, and the need to redress this to make research much more demand-led, and also for NGOs in view of their large numbers and varied scope and goals.”

The GFAR External Review recommended that both these stakeholder constituencies continue to receive special assistance so as to strengthen their representation in GFAR.

As such, and in view of the request for assistance received from the civil society constituency, a project aimed at strengthening the participatory and representational mechanisms of civil society organizations (CSOs), including their information management capacity to communicate the main issues that are being debated in regional and global ARD and to foster the development of their own strategic agendas). The project will also endeavor to strengthen the participation of each constituency in the decision-making mechanisms of ARD at the national, regional and global levels.

The proposed initiative, which is being developed and implemented with NGOs and FOs, is structured around three issues that GFAR has been discussing with NGOs and FOs since before the GFAR-2000 Dresden Conference: (a) civil society constituency development and strengthening; (b) CSO participation at national and regional levels; and (c) CSO participation at the global level. These three levels complement and reinforce each other.

In this context, it is proposed that a Project Advisory Group (PAB) be established to provide over-all guidance related to project execution and funds disbursement

2. TERMS OF REFERENCE

The Terms of Reference of the Project Advisory Board (PAB) are to:

- Provide policy guidelines for the implementation of the project activities, taking into account discussions held by various stakeholders;
- Provide guidance and recommendations in working out a strategy on how to enjoin other CSOs to take part in building their constituency;
- Facilitate communication and interaction among CSOs, including the sharing of information and experiences and coordinating these initiatives and up scaling linkage strategies;
- Review and approve progress reports submitted by the Project Coordinator and evaluate his/her performance.
- Provide progress report to the GFAR Steering Committee on a regular basis;
- Assist in mobilizing additional resources;
- Examine and approve requests for “start-up funds” submitted by NGOs and FOs for the conduct of follow-up activities
- Examine and approve expenditure reports presented by the Project Coordinator;
- Examine and approve budgets for the project presented by the Project Coordinator.

3. COMPOSITION, TENURE AND MODE OF OPERATION

The PAB will be composed of about five (5) to eight (8) members. The members of this group will be composed of representatives from the NGOs and FOs at the sub-regional/regional and global levels, Representatives of the Regional/Sub-Regional Fora, and GFAR Secretariat

Members will serve on their personal capacity for a period of three years, coinciding with the duration of the project and on a voluntary basis. No honorarium will be offered.

Travel expenses and *per diem* incurred during annual PAB meetings will also be borne by the Project. Candidates for membership will be identified through consultation with various stakeholders, and invited by the GFAR Secretariat to serve in the group. The members themselves will select the Chair of the PAB.

The PAB will meet annually with the Chair submitting progress reports to the GFAR Steering Committee twice a year for consideration during its semi-annual meetings. The main mode of interaction among the PAB members will be through electronic communications.



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ANNEX 2

*Strengthening the Participation of Farmers' Organizations and of NGOs in
the Global Agenda of Agricultural Research for Development*

*Initiative in ACP Countries
(Africa, Caribbean and Pacific)*

TERMS OF REFERENCE

PROJECT COORDINATOR

The Project Coordinator will be mainly responsible for coordinating the activities of the project in close coordination with the GFAR Secretariat and the Project Advisory Board (PAB). He/she will be mainly responsible for coordinating and monitoring project activities.

His/her Terms of Reference (TOR) will include the following:

1. Monitor project implementation in coordination with civil society organizations involved in the project (NGO and FO Regional Focal Points) as well as with Regional and Sub-regional Fora in ARD and in close relationship with the PAB.
2. Facilitate communication and interaction among all stakeholders involved in the project and ensure information and communication flow between them
3. Liaise with the GFAR Secretariat on issues and activities related to CSOs
4. Provide updates on the status of the project on a regular basis for dissemination to various stakeholders, to the members of the PAB and the GFAR Secretariat
5. Prepare progress reports for review and approval of the PAB and for submission to donors and GFAR Steering Committee
6. Together with the GFAR Secretariat, prepare project budget and related Agreements for approval of the PAB
7. Monitor project expenditures in coordination with the GFAR Secretariat, Sub-regional/Regional Fora and/or Regional NGO (and or FO) Focal Point
8. In close relationship with the GFAR Secretariat, assist in mobilizing resources to meet additional needs of the project
9. Convene, facilitate and/or assist in the organization of project related meetings as required
10. Provide backstopping support to the PAB and to the GFAR Secretariat.