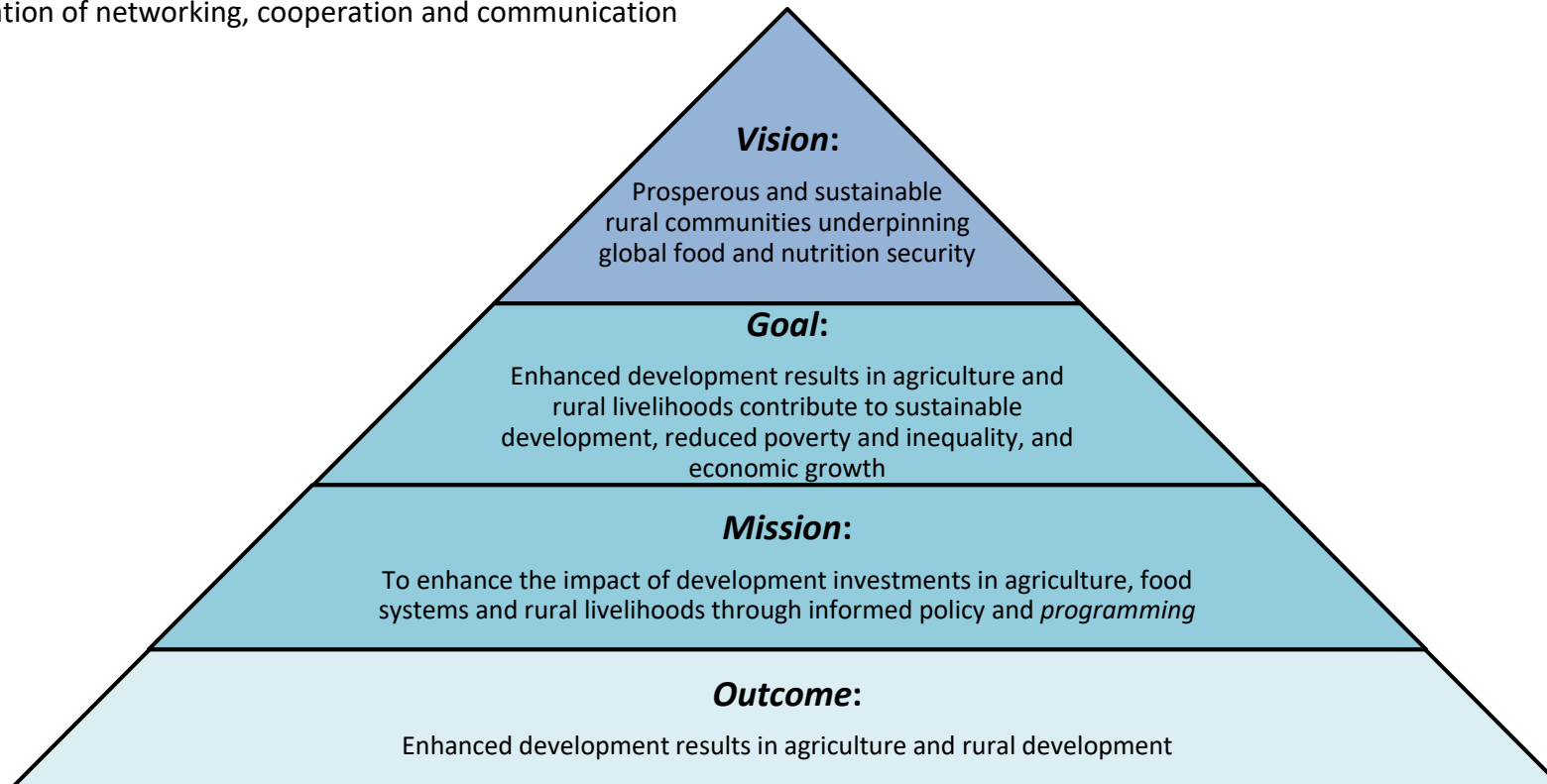




Platform Work Plan 2019

The Platform Work Plan 2019 builds on the Platform's Strategic Plan 2016-2020. The **vision**, **mission** and **outcome** are to be achieved through the Platform's **main functions** of:

- Knowledge creation and knowledge sharing amongst Platform members, partners and relevant actors
- Targeted advocacy with policy and decision makers
- Facilitation of networking, cooperation and communication



Outputs	Corresponding activities/products	Members' tasks	Secretariat's tasks
Output 1: <i>Agenda 2030 priorities in ARD and rural transformation issues addressed</i>			
<p>A) Strategic initiative Agenda 2030 and rural transformation – advocating for increased support to rural transformation processes</p> <p>Providing a forum for information sharing of donor policies, programmes and financial support towards agriculture and rural development within framework of Agenda 2030. Bringing in perspectives from developing countries, UN agencies, finance institutions, CSOs and the private sector.</p> <p>Participating and providing inputs to major events, as listed in Annex 1</p>	<p>A1) Publishing web-based communications to update and synthesize the global policy advancements in Agenda 2030 implementation and in rural-urban linkages.</p> <p>A2) Facilitate and support SDG2 Roadmap initiative, developing a common vision and supporting agreed action areas.</p> <p>A3) Relay information about and from Agenda 2030-related events by Platform communication tools</p>	<p>A1) Contribute to and review, as necessary, web articles, blogs, policy briefs and information notes</p> <p>A2) Engage in the continued development of the initiative's vision and Theory of Change and provide expertise to guide agendas of actions areas; as appropriate, collectively drive these agendas and participate in joint advocacy activities (e.g. side events in major conferences etc.).</p> <p>A3) Members to provide information on ARD events being organised, hosted or attended by them</p>	<p>A1) Prepare web articles (with links to important reference documents), blogs, policy briefs and information notes in cooperation with members</p> <p>A2) Coordinate and support agenda-setting, organisation, documentation and dissemination of meetings, as well as the knowledge sharing between action areas and with other members and partners</p> <p>A3) Disseminate information through Platform communication tools (emails, website, twitter, newsletter (eUpdate), event announcements, teleconferences, webinars, policy briefs, blogs, interviews and information notes (InfoNotes), etc.)</p>

Outputs	Corresponding activities/products	Members' tasks	Secretariat's tasks
Output 2: <i>Strategic thematic work conducted</i>			
B) Working groups Core rural development themes: <ul style="list-style-type: none"> • Land governance (lead: DFID and SDC) • Inclusive agribusiness and Trade (lead: EC) • Gender – cross-cutting (lead: FAO) • Climate change and agriculture (lead: France) • Youth (IADC, USAID, AfDB, NORAD) • CAADP – secretariat observatory and outreach function within DPCG 	Activities and products relevant to all strategic thematic working groups: <ul style="list-style-type: none"> • Develop & implement work plans for the respective work streams • Commission studies and other products (e.g. improvement of maps, databases and living documents) of the thematic working groups • Physical meetings, side-events, pre-AGA events, other events and teleconferences upon request by members • Consistent working group coordination and work, incl. the mainstreaming of gender into all thematic workstreams • Information sharing on policy and institutional developments, public, private, and domestic investment and donor approaches in ARD 	Members' tasks as appropriate to all working groups: <ul style="list-style-type: none"> • Provide inputs to commissioned studies • Submit event proposals, provide inputs and coordinate with Secretariat • Address gender issues within each work stream in collaboration with gender group • Develop work planning for each work stream • Provide information on policy and institutional developments 	Secretariat tasks relevant to all working groups: <ul style="list-style-type: none"> • Identify consultants, facilitate review process by members, support development and publication of studies and other products • Facilitate physical meetings, assist members and consultants with event organization and reporting • Support members engagement in issues of gender in ARD • Support members in establishing work programmes and in coordinating outputs/activities with different workstreams • Facilitate knowledge sharing, gather and disseminate information through Platform communication tools • Participate in relevant meetings of strategic partners (e.g. CAADP DPCG and others) and report to the members on the developments through Platform communication tools
Output 3: <i>Strengthened communication of Platform knowledge, lessons and products</i>			

Outputs	Corresponding activities/products	Members' tasks	Secretariat's tasks
<p>C) New communications strategy – implementation</p>	<p>C1) Maintenance and further development of key Platform communication tools (Website, eUpdate, webinars etc.)</p> <p>C2) Introduction of new communication tools (activity Briefs, members-only toolbox etc.)</p> <p>C3) Development of a communicators network</p>	<p>C1) Provide feedback to the Secretariat</p> <p>C2) Provide news and relevant information to the Secretariat every three months in phone calls or by e-mail</p> <p>C3) Enable communications experts within their organisations to set up an informal network together with the Secretariat</p>	<p>C1) Maintain and implement the communication tools with adjustments proposed in the new communication strategy; ensure the regular inflow of relevant content for all website categories, revise messaging and tonality in web and eUpdate articles, introduce infographics and introduce standard formats, e.g. for webinars</p> <p>C2) Introduce and implement the new communication tools as defined by the strategy; actively approach members for input to content</p> <p>C3) Initiate and actively lead a network in which professional communication experts of member organisations liaise with the Secretariat to improve information flows and allow upcycling of information and knowledge management products</p>

Outputs	Corresponding activities/products	Members' tasks	Secretariat's tasks
<p>D) Annual General Assembly</p> <p>A focus on priority topics with high quality discussion material</p>	<p>D1) Organise the Annual General Assembly (AGA) 2019 focusing on members-only sessions to address specific topics of the multilateral political agenda (e.g. COP 21, CFS etc.) or common operational challenges faced by donors (e.g. financing cycles, reporting, implementation of holistic approaches etc.</p>	<p>D1) Provide inputs, suggest speakers, support the dissemination within members' agency and participate in the AGA 2019.</p>	<p>D1) Facilitate the entire preparation and follow up processes for the 2019 AGA together with the membership and facilitator</p>
<p>Output 4: <i>Strategic partnerships will be formed with a diverse range of institutions, developing country networks and the private sector to enhance development results through studies, joint advocacy and links with regional networks and the private sector</i></p>			
<p>E) Engagement with members and development of partnerships</p> <p>Active engagement with current and potential new members. Establish key strategic partnerships with the G7, G20, WEF, private sector initiatives, and opportunities for country level engagement through Regional Economic Communities in Africa and NEPAD/CAADP</p>	<p>E1) Combining outreach missions with participation in key conferences to meet members and potential new members to discuss Platform's activities</p> <p>E2) Continue to include partners (current and potential) in relevant Platform events, outreach activities and knowledge creation</p>	<p>E1) Actively engage in the Platform network and share contacts of potential new members with the co-chairs and the Secretariat</p> <p>E2) Approach and liaise with new strategic partners</p>	<p>E1) Support members with outreach within the Platform network and with potential members; assist lead members with engagement missions</p> <p>E2) Support members with regular outreach to existing and potential strategic partners</p>

Outputs	Corresponding activities/products	Members' tasks	Secretariat's tasks
Sound governance of Platform and Secretariat			
F) Enhance Platform's governance according to Strategic Plan 2016 – 2020	F1) Virtual and physical Board meetings, annual report (publication), semi-annual and annual progress report, annual work plan and budget 2019, yearly external audit report F2) Budget group meetings F3) Secured long-term funding F4) Ensure continuity in Secretariat function beyond 12/2019	F1) Co-chairs, Board and Associate Members provide inputs to relevant documents and participate in planned meetings F2) Budget group members provide feedback to budget documents F3) Pro-actively inform the Secretariat about status of respective yearly financial contributions for the purpose of the Platform by 31 March, as per Annex 3 of the Strategic Plan F4) Board requests current hosting arrangement to be extended beyond 12/2019	F1) Organise and support governance-related Platform activities and events, prepare inputs and decisions for meetings, compile and publish Annual Report, organize and deliver data for yearly external audit F2) Provide first drafts of budget documents, incorporate comments and support presentations of budget-related issues F3) Follow up with members about annual/multi-annual contributions F4) Take administrative steps to formalize prolongation of hosting arrangement
G) Coordination with the Secretariat	G1) Management meetings, staff recruitment exercises and physical meetings between the Secretariat and co-chairs	G1) Co-chairs regular coordination with the Secretariat team on management issues	G1) Pro-actively inform co-chairs regarding any items requiring co-chair input/attention and implement agreed decisions with the co-chairs; liaise with host (BMZ) and administrator (GIZ) on issues including personnel and finances



ANNEX 1

List of relevant events for the Donor Platform in 2019

17-19 January 2019, Berlin, Germany – [Global Forum for Food and Agriculture](#) under the theme *Agriculture Goes Digital – Smart Solutions for Future Farming*

4-6 March 2019, Amman, Jordan – [Arab States Modern Land Administration for Sustainable Development Forum](#)

18-29 March 2019, NYC, USA – [Commission on the Status of Women](#)

25-29 March 2019, Washington DC, USA – [World Bank's Land and Poverty Conference](#)

April 2019, Brussels, Belgium – Conference Global Network against Food Crises

May 2019 (tbc), Rabat, Morocco – CAADP Partners Partnership meeting

4-5 July 2019, Utrecht, The Netherlands – [LANDac Annual International Conference](#)

early September, location tbc – [African Green Revolution Forum \(AGRF\)](#)

October 2019, Rome, Italy - [Committee on World Food Security \(CFS 46\)](#)

4-8 November 2019, Abidjan, Cote d'Ivoire – [Conference on Land Policy in Africa](#)