

Establishing the International Steering Committee of the Robert Carr civil society Networks Fund (RC-NF)

Call for Nominations for Civil Society members of the RC-NF International Steering Committee

This call for nominations aims to identify civil society representatives to the International Steering Group of the Robert Carr civil society Networks Fund (RC-NF).

The RC-NF's aim is to operate as a strategic and results focused funding mechanism that addresses key gaps in resourcing needs of global and regional civil society and community networks.

The RC-NF International Steering Committee (ISC) is responsible for the implementation of the Fund's mission. The main role of this governing body is to provide oversight, set strategic direction, funding priorities and the eligibility criteria for grants in a given funding cycle, maintain oversight and approve proposals for funding, based on the advice of the Program Advisory Panel. The ISC will also oversee the work of the Fund Managing Agent (FMA) that will operationalize these decisions, enter into agreements with grantees, and manage, monitor and report on these agreements.

The Program Advisory Panel (PAP) reports to the ISC, but operates independently as the main advisor to the ISC with logistical support provided by the FMA. The PAP will prepare Calls for Proposals, review proposals through a peer-led process that includes technical experts and recommend proposal for funding to the ISC. The FMA will act as the ISC's secretariat.

ISC roles and responsibilities

The roles and responsibilities of the International Steering Committee are to:

- Establish and affirm the funding priorities of the RC-NF.
- Approve the annual work plan and budget of the RC-NF.
- Approve application processes and procedures as prepared by the FMA.
- Approve recommendations made by the PAP.
- Provide guidance on the monitoring and evaluation systems for the Fund and for proposals.
- Oversee and support resource development activities to sustain the RC-NF.
- Establish policies to address conflict of interest and confidentiality.
- Oversee selection processes of (future) ISC and PAP members.

ISC Membership

The membership of the ISC will not exceed 8 members (inclusive of Chair and Co-Chair, who will be elected by the members from the membership). At least one donor and one civil society representative of the current joint Working Group (which has overseen the creation of the RC-NF) will transition to the ISC to ensure continuity and safeguard institutional memory.

The minimum term of membership on the ISC will be two years and members will commit to serving at least one term when elected. Up to two non-voting (ex-officio) members (UNAIDS, ICSS) are appointed from a neutral party to act as observers.

Selection process of CS members

The co-chairs of the current Working Group (responsible for the establishment of the RC-NF) and two civil society Working Group members, will manage the selection of the four civil society members to the ISC.

The selection will take place through a transparent process with an open call for expressions of interest among various constituencies. The selection process will comply with the following principles:

- The civil society membership reflects a membership in a substantial number of high HIV burden countries in at least two regions

- The civil society membership includes at least two representative from the Global South, and at least two representative of a “key population” network (overlap between the two is possible)
- At least one civil society member is a person openly living with HIV
- The civil society membership reflects gender balance
- The four civil society members between them represent a skills-mix of grassroots experience, as well as expertise in governance
- At least one of the selected civil society members has served on the initial Working Group
- The four members are willing and able to undertake at least one hour’s work on the ISC per week (but at peak times more), including reading documents and attending teleconferences, plus face-to-face meetings and consulting with their peers

Nominations are particularly encouraged of candidates that represent global or regional civil society and/or community networks that endorse the GIPA¹ principle and that have a primary focus on HIV-related work and/or key populations affected by HIV.

There is no financial compensation for the participation in the International Steering Committee, but some expenses, such as travel, will be reimbursed.

Nominations are to be submitted to Raoul Fransen at International Civil Society Support (ICSS) no later than June 15 2012, 17:00h CEST: rf@icssupport.org.

Candidates are requested to submit a short letter (no more than 2 pages) which includes a motivation and explanation of why they would bring added value to the Working Group, accompanied with a short CV (no longer than 2 pages).

The RC-NF Governance Charter and the ToR of the Fund Management Agent can be provided on request upon request to interested candidates.

The selection process will be finalized no later than July 1, 2012.

¹ GIPA: Greater involvement of People living with or affected by HIV/AIDS.