****

**Advisory Committee Terms of Responsibility**

**FRIDA Advisory Committee**

FRIDA | The Young Feminist Fund is an initiative that mobilizes resources, funds and strengthens the participation and leadership of young feminist activists globally, building stronger alliances between women’s rights movements and other social movements to advance human rights and social justice agendas.

FRIDA | The Young Feminist Fund is being incubated by AWID and FCAM, with the intention of becoming an independent entity by 2014. FRIDA Advisors are responsible for supporting the Coordinators in the development and operations of the Fund.

**Role of the Advisory Committee**

Committee members will play a leadership role in this initiative by providing advice and ideas in particular linked to FRIDA’s grant making, capacity development for grantees, regional outreach and resource mobilization. It is understood that this role will be flexible, but would be expected to be for a term of 6-12 months depending on shared needs.

**Selection Criteria for Advisory Committee Members:**

* Aged under 30 years at the time of application
* Three or more years demonstrated commitment to advancing women’s rights, equality and non-discrimination and feminist movement building;
* Three or more years involvement with young women's organizations/initiatives working for women’s rights, including time in a leadership role at a local, national, regional or global level;
* Regional representation, thematic expertise and knowledge of specific constituencies;
* Skills in such areas as communications, capacity-building, or monitoring and evaluation;
* EITHER fundraising experience, such as applying for or receiving monetary grants from a grant-maker or donor OR at least two years working in a grant-making or funding institution (experience grant-making to young women’s groups and/or start-up, small or community-based groups highly desirable)
* Basic spoken and written English language skills

Advisors will be selected from each of the following regions:

* **Asia and The Pacific**
* **Central and Eastern Europe and Commonwealth of Independent States**
* **Latin America and the Caribbean**
* **Sub-Saharan Africa**
* **The Middle East and North Africa**
* **North America (USA)**

**Advisor Responsibilities**

Advisory Committee membership is voluntary and advisors work together with FRIDA, AWID and FCAM staff. FRIDA will support direct travel costs related to participation in Advisory Committee meetings; and communication costs where necessary and feasible. Advisors can also elect to sit on different working groups to work with other FRIDA advisors and staff. Current working groups include; Grant making & Capacity Development, Resource Mobilization/Philanthropic Advocacy and Impact, Learning & Research.

**Specific Responsibilities will include:**

1. **Regional expertise:** FRIDA Advisors provide key advice and expertise about their region; in particular Advisors have a role in supporting FRIDA team to develop regional strategies.
2. **Alliance-building and constituency development:** This will involve supporting the FRIDA Team in building new relationships with key strategic allies including donors and other regional and international women’s rights or feminist organizations. Advisors will be required to be involved in building the Fund’s constituency through active outreach and information dissemination.
3. **Coordination of Grant making:** This will involve working closely with other advisors and FRIDA team to processes for grant making; implementing effective grant-making mechanisms; and Designing and assisting with implementation of support programs for grantees.

**FRIDA Grantmaking**

FRIDA Advisors will guide and support the FRIDA Team with initial screening of grant applications. Advisors will be expected to score and comment on applications received based on FRIDA’s core values, funding priorities, and knowledge of regional needs. Advisors will not be expected to themselves make recommendations on proposals for funding but will be expected to eliminate applications that do not meet the Fund’s criteria. After the advisors have completed their initial screenings, grantees that have successfully completed the application process and met all the criteria will make the final grant decisions through an online voting process. This process provides applicants with the opportunity to make funding decisions for their peers.

*Format of Initial Screening*

* FRIDA Staff & Advisors will screen applications from their region and/or by language; do initial due diligence/research/find out to make sure groups exist etc.
* Depending on number of applications received, regional advisors will aim to narrow it down to (at a maximum) 50 groups per region.
* Advisors will have 2 weeks to do initial scan.
* Advisors will input online their own decisions for grants into database (for internal purposes only)

*Awarding grants*

Advisors will then be involved in a Skype call where, following the participatory voting and due diligence checks of the recommended groups, they will make final approval on selected groups of young women to receive grants

1. **Fundraising and Communications:** This will involve support to FRIDA staff around implementation of the Fund’s fundraising and resource mobilization strategy including possibly, some regional fundraising efforts.

**As a FRIDA Advisor key responsibilities will include:**

I will, to the best of my ability, communicate in a timely manner with other advisors and the FRIDA team.

I will commit at least two a fortnight for FRIDA related activities which may include online discussions, Skype teleconferences, initial review of grant applications, answering e-mails and face-to-face meetings.

I will ensure participation in Skype Advisory group meetings once every three months.

I will provide informed and confidential feedback, as part of the initial screening process on groups under review and relevant contextual information.

I will strive to be objective and fair in all feedback I provide.

I will inform the FRIDA Team I have a conflict of interest with any groups or applications being recommended for funding, particularly if I stand to benefit financially (directly or indirectly) from a decision on any request.

I understand that I will serve on the advisory committee for a period of 2 years. I will inform the FRIDA Coordinators at any time if I cannot continue my role as an Advisor.

Signature place and date:

………………………………………………

……………………………………………