

**TORs FTA Management Team**

**For approval by the ISC**

New TORs FTA Management Team, approved by the FTA MT on 27 March 2019 at its face to face meeting at ICRAF HQ, Nairobi. This document supersedes the ToRs found in the FTA phase 2 proposal (31 July 2016).

**Key functions**

The management team is collectively responsible for defining the program's strategy and objectives, and ensuring that the objectives are met, under the oversight of the ISC.

The MT fulfills the following functions

- **Definition of strategic orientations**

The MT defines the program's strategy and objectives, following the guidance provided by the ISC. It reviews as appropriate the strategies, theory of change and contributions to the IDOs and subIDOs of the CGIAR. It submits such strategic orientations to the ISPC for its consideration.

- **Program level planning and reporting**

The MT prepares and oversees the planning of the program. It defines work priorities in order to fulfill the objectives of the program given available common and bilateral resources.

The MT prepares the annual Program of Work and Budget (POWB), including the allocations of W1-W2 funds, for submission to the ISC.

It reviews the new bilateral projects proposed for inclusion in the program, ensuring that they fulfill minimal criteria of quality and relevance and make recommendations to the ISC.

The MT prepares the annual report of the program for submission to the ISC.

The MT oversees the communication strategy.

- **Managing program performance and quality of research**

The MT manages program performance and quality of research.

The MT oversees the delivery of the program. It monitors periodically the delivery of the program, using the traffic light reports informed by project managers and FP leaders.

The MT oversees the quality of the research conducted in the program and its impact.

The MT selects the FP leaders among the candidates proposed by the managing partners and program participants.

The MT oversees the achievement of the program performance standards. It prepares the rules, criteria and process relative to their assessment and monitors performance.

- **Catalysing internal and external partnerships**

The MT ensures complementarity and coherence across Centers, CRPs and partners through strategic planning and facilitation.

It facilitates coordination of activities between FPs and between partners in order to strengthen synergies.

It supports coordination with other CRPs.

The MT supports the coordination and organization of FTA processes or events whenever needed, e.g. information sharing, access to documents, science meetings, etc.

**Composition and rules of procedure**

The Management Team (MT) comprises the Program Director, Flagship leaders and representatives of managing partners that are not leading a flagship, designated by their organization. It is chaired by the Director of FTA.

The MT meets in person once or twice a year and as needed via teleconference.

When a member of the MT cannot participate to a meeting it can provide a contribution prior to the meeting and/or propose to the Director a substitute for the meeting. Observers or resource persons can be invited by the Director to attend MT meetings on a case by case basis.

The MT operates as much as possible by consensus. When a consensus cannot be reached the minority position can be recorded and reported if requested.

The MSU is the secretariat of the MT.

If a dispute arises between two managing partners on an issue related to the management of the program, the resolution of the conflict can be submitted by the Director to an arbitration panel comprising members of the MT that are not part of the dispute.