

STATEMENT OF WORK

Project Title: IICA in the 2021 UN Food Systems Summit

I. Background

This project will support IICA Member State engagement and help us build coalitions going into the 2021 UN Food System Summit. In September 2021, the UN Secretary General will convene a Food Systems Summit (Summit) with the aim of promoting significant transformation in current (production, transformation, distribution, consumption) practices, to promote a better alignment of these activities with the 2030 Agenda and achievement of the 17 sustainable development goals. According to the UN global food insecurity has increased since the 2020 Agenda with nearly 60 million more undernourished people now than in 2014, when the prevalence was 8.6 percent – up by 10 million people between 2018 and 2019. Given this reality, there is a clear call to advance those strategies and innovations to (i) to produce greater quantities of food to feed a growing world population, (ii) to meet health and nutritional needs, and (iii) to benefit food systems actors and consumers equitably, plus (iv) support those innovations in the production of food and agricultural commodities to reduce agriculture’s environmental footprint, while enhancing global food security.

II. Project Description

In preparation for the September 2021 Summit, IICA will organize and hold three virtual dialogues for the IICA Members to share information on their national dialogues and discuss issues relating to the Summit. The compiled information will form the basis of a report and messaging statement to be validated by the IICA Executive Committee (June 28-29) and used by IICA Members in the Pre-Summit discussions in June. In addition, IICA will work with FAS on the elaboration of a regional position document to be submitted to the September 1-2 IABA meeting. The regional position, once validated by the IABA, will set the basis of an IICA document titled, “Transforming agri-food systems: challenges and opportunities for Latin-American and the Caribbean agriculture,” with the full engagement of the region’s agricultural sector and with support from the region’s agricultural ministers and IICA Member States. This set of activities will support the IICA Member States participation and perspectives in the 2021 UN Food System Summit.

III. Objectives

IICA will work in partnership with FAS to carry out the following objectives:

- 1) To develop a conceptual and political process representing the region’s agricultural capabilities, perspectives, and recommendations into the 2021 UN Food System Summit.
- 2) Develop an IICA document “Transforming agri-food systems: challenges and opportunities for Agriculture in the Americas”, with the full engagement of the region’s

agricultural sector and with support from the region's agricultural ministers and IICA Member States.

Proposed Activities:

Activity 1

Activity 1. First Virtual Dialogue to Support the Summit

Date: Early May (Tentatively - Week of May 3rd)

Objective:

- 1) share experiences to date with FSS (key take-aways from their national dialogues, responsiveness to Members). Each member has 3-4 minutes to share their experiences/feedback. (we could find prompt questions)
- 2) identify principles and priorities for the FSS (then in VD #2 we can expand on them, e.g. Innovations in technology, climate smart options;
- 3) Work towards development of WH "messaging statement"

Audience: Government experts engaged in national Summit dialogues will be identified through the IICA Delegations in the countries.

Proposed methodology:

- Opening remarks and **concept note presentation**: IICA DG.
- Plenary Discussion - share experiences to date with FSS; priorities (5-7 mins per member)
- General conclusions and areas for focus in Virtual Dialogue #2
- Close

Length: 2-hour session

Output: Written report detailing the discussion, highlighting the key messages identified by countries in the concept document, will be shared with countries, five days after the workshop.

- Group Discussions: Group moderators will be identified by IICA and USDA to guide the discussion and identify the main challenges. In addition, countries will report the status of their Summit related national dialogues (USDA request). A regional approach for the formation of groups may be considered.
- Plenary presentation: Group moderators will provide a brief report of the common challenges identified and agreements reached.

Inputs to guide the discussion and address the challenges facing food systems in the Americas, will be developed by IICA and shared with participants, in advance to the event.

Activity 1.2. Second Virtual Dialogue to Support the Summit

Date: Late May (Tentatively – Week of May 24th)

Objective: Develop, organize, and conduct a virtual dialogue focusing on the topics identified in the first dialogue

Audience: Government experts engaged in national Summit dialogues will be identified through the IICA Delegations in the countries.

Proposed methodology:

- Opening remarks: IICA DDG.
- Presentation of the first dialogue results: IICA expert
- Group Discussions: Group moderators will be identified by IICA and USDA to guide the discussion and identify priorities among the key messages selected in the previous dialogue.

A regional approach for the formation of groups may be considered.

- Plenary presentation: Group moderators will provide a brief report of the common solutions identified and agreements reached by each group
- General conclusions and close.

Written report detailing the discussion, highlighting priorities among the key messages selected in the previous dialogue to feed into the Summit preparations, will be shared with countries, five days after the workshop.

Activity 1.3. Third Virtual Dialogue to Support the Summit

Date: early June (Tentatively – Week of June 14th)

Objective: Develop, organize, and conduct a virtual dialogue to present a draft report on the results of the first two dialogues. The draft report should contain a messaging statement highlighting the identified priorities and common perspectives on a path forward, outlining an implementation plan in preparation for the Summit.

The draft report, containing a messaging statement, will be developed by IICA and shared with participants, in advance to the event.

Audience: Government officials engaged in national Summit dialogues will be identified through the IICA Delegations in the countries. Appointed government officials should have invested authority to express their respective countries' positions on the draft report and messaging statement.

Proposed methodology:

- Opening remarks: IICA DG.
- Presentation of the draft report and its messaging statement: IICA expert

- Group Discussions: Group moderators will be identified by IICA and USDA to guide the discussion on the draft report and messaging statement.

- Conclusions

Group moderators will provide a brief report on the edits suggested by each group to the draft report and messaging statement.

A written report and its messaging statement will be shared with countries, five days after the workshop.

Activity 2. IABA Messaging Statement Document

Activity 2.1. IICA will develop a regional position document which will serve as the basis for a potential statement or declaration by IICA members for the 2021 IABA. IICA's General Directorate will work with the United States and Member States to prepare this document.

Deliverable: A regional position document outlining foundational principles, challenges, and solutions in addressing the synergies and tradeoffs of various policies and practices to enhance the sustainability of food systems in the region.

Proposed Timeline:

Date	Description of Activity
Early May (Tentatively - Week of May 3rd)	1 st IICA-USDA Virtual Dialogue
Late May (Tentatively – Week of May 24th)	2 nd IICA-USDA Virtual Dialogue
Early June (Tentatively – Week of June 14th)	3 rd IICA-USDA Virtual Dialogue
July - August 2021	Messaging Statement Document

IICA will remain in constant contact with the FAS regarding the implementation of the activities. IICA will ensure that all information about the project will be communicated to the project leader and project coordinator. IICA will acknowledge FAS as providing funding support for activities. All decisions regarding implementing the project activity (venue, invitation list, and agenda) must be in consultation with FAS.

Suggested Budget Allocation:

These IICA supported projects and activities will be estimated to cost no more than \$100,000 USD and will cover webinar support, webinar translation, associated consultancy fees to implement the webinars and regional position document drafting.

Monitoring and Evaluation

IICA and FAS will cooperate to monitor and evaluate the activities performed to [gather best

practices during the life of this project]. This includes, but not limited to, the submission of participant lists and the responses to inquiries from FAS program staff. FAS project management team will play a key role in project management and implementation and for assessing lessons learned and good practices.

BUDGET INFORMATION - Non-Construction Programs

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Activity 1: Virtual Dialogues to support the summit		\$	\$	\$ 53,140,00	\$	\$ 53,140,00
2. Activity 2: Messaging Position Document				46,860,00		46,860,00
3.						
4.						
5. Totals		\$	\$	100,000,00	\$	100,000,00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	Activity 1: Virtual Dialogues to support the summit	Activity 2: Messaging Position Document			
a. Personnel	\$	\$	\$	\$	\$
b. Fringe Benefits					
c. Travel					
d. Equipment					
e. Supplies		5,000.00			5,000.00
f. Contractual	48,309.00	37,600.00			85,909.00
g. Construction					
h. Other					
i. Total Direct Charges (sum of 6a-6h)	48,309.00	42,600.00			\$ 90,909.00
j. Indirect Charges	4,831.00	4,260.00			\$ 9,091.00
k. TOTALS (sum of 6i and 6j)	\$ 53,140.00	\$ 46,860.00	\$	\$	\$ 100,000.00
7. Program Income	\$	\$	\$	\$	\$

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