



**Terms of Reference for the
Steering Committee of the Project
“Putting Nitrogen Fixation to Work
for Smallholder Farmers in Africa
(N2Africa)”**

Ken Giller

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N2Africa

**Putting nitrogen fixation to work
for smallholder farmers in Africa**



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Terms of Reference for the Steering Committee of the Project “Putting Nitrogen Fixation to Work for Smallholder Farmers in Africa (N2Africa)”

1 Status

1. The project is funded through a grant to Wageningen University under the overall responsibility of Ken Giller, Professor of Plant Production Systems.
2. The Steering Committee (SC) is established as agreed in the project proposal:
 - *An eight-member technical steering committee will be constituted – chaired by Prof Ken Giller with Dr Nteranya Sanginga, representatives of AGRA, farmer organizations, private sector, NARES and international research organizations.*
3. The SC shall have oversight of the programme of work to be conducted by the project partners but will not play a governance role¹. As such, members of the committee are selected on the basis of their scientific and/or business expertise and their ability to advise on linkages to other initiatives within Africa and across the globe.
4. The SC will ensure that best practices and newest global developments are available to the project, and add international visibility.

¹ The project will be executed by a number of different institutions contracted specifically for this purpose. Each of these organizations has their own internal governance and it is important that this committee respects their authority.



2 Membership

5. The membership of the SC is:
 - Professor Ken E. Giller (Chair), Wageningen University, The Netherlands
 - Ms Anne Mbaabu, AGRA, Nairobi, Kenya
 - Dr Ramadjita Tabo, FARA, Accra, Ghana
 - Dr Paula Bramel, IITA, Ibadan, Nigeria
 - Dr Nteranya Sanginga, CIAT-TSBF, Nairobi, Kenya
 - Dr Louise Sperling, CIAT, Arusha, Tanzania
 - Professor Mariangela Hungria, EMBRAPA-Soy, Londrina, Brazil
 - Professor John Howieson, Murdoch University, Perth, Australia
 - Dr Prem Warrior, Bill & Melinda Gates Foundation, Seattle, USA (*ex-officio*)
 - Project leader – Dr Ken Dashiell (*ex-officio*)
6. The period of service of the membership will be from 1st November 2009 until the end of the project on 31st October 2013.
7. Should a member have to stand down, or if the majority of the SC agrees that the SC needs to be enlarged, new members will be elected by agreement of the majority of the SC and serve until the end of the project, unless prior withdrawal is deemed necessary.
8. Each member (excluding the chair and the *ex-officio* members) will receive a nominal compensation of US\$1,000 a year which can be waived at their discretion.



Powers and duties

9. The SC is an independent committee constituted by Wageningen University that will report annually to the Director of the Department of Plant Sciences, Wageningen University.
10. It is the responsibility of the SC member to ensure that they have the appropriate approvals from their respective institutions to enable them to carry out their functions as members of this committee.
11. Reports of the SC will also be communicated to Dr Prem Warrior, Senior Program Officer, Bill & Melinda Gates Foundation and to management teams of CIAT and of IITA.
12. The SC shall meet at least once a year with the Project Leader and the Project Officer of each major project partner, to carry out their responsibilities for the project's Annual Programme of Work, as further described below. This meeting shall normally be in Africa and be timed to coincide with the annual project planning meeting(s).
13. In addition, the SC will meet at least four times a year by video-conferencing or telephone-conferencing to ensure all members are kept informed of problems, progress and developments. SC members may also be called upon for specific advice as needed.
14. The SC will review and evaluate the Project Partners' progress made during the previous twelve months (or as required) on the research and capacity building activities of the project as agreed in the Annual Programme of Work developed by the Project Leaders and staff, as well as their actual expenditures in relation to the yearly budgets.
15. In so doing the activities of the SC will ensure that the work is in accordance with the objectives and milestones in each of the target areas described in the project documents.
16. In their report the SC will also comment on the quality of the work that they have reviewed, including the tasks carried out by appointed third parties.
17. The SC will also review and recommend priorities for activities to be included in the Programme of Work for the following twelve months.
18. The SC will also review and report on integration of research led by WU and by the two main sub-contractors IITA and CIAT, and on communication between these and other (sub)partners in the project, with special attention to the role of NARES.
19. In undertaking all of the above the SC shall in particular review the progress and plan of work for each of the objectives across the three regions where the project will operate.
20. Where the SC identifies shortfalls in the work in relation to the agreed milestones, it will further recommend actions to address these shortcomings.
21. Where necessary the SC will advise on re-allocation of funds in relation to achieving the milestones of the research and development activities.
22. The SC shall report in writing to the Director of the Department of Plant Sciences, Wageningen University on all of the above.



List of project documents

1. N2Africa Steering Committee Terms of Reference



Partners involved in the N2Africa project



Diobass



Université Catholique de Bukavu

University of Zimbabwe