Action plan towards GBIF Participation

Follow up activity after GBIF peer learning course on formal engagement and establishing Participant nodes

# Contact information

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| **Full Name** |  |
| **Email** |  |
| **Peer-learning Group Name** |  |

**Identifying and prioritizing stakeholders to engage towards GBIF Participation**

Considering your own country or international organization, map the stakeholders you are aware of that could assist in making the case for GBIF Participation. Try to identify which Ministry or government department would be most approachable and likely to support GBIF’s mission, and any contacts that could help make a case.

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| **SUPPORTS THE DESIRED OUTCOME****LOW CAPACITY TO INFLUENCE****HIGH CAPACITY TO INFLUENCE****AGAINST THE DESIRED OUTCOME** |  |
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In the box below, summarize the outcomes of your stakeholder prioritization exercise, and any rationale for where you have placed the stakeholders.

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| The stakeholders that I consider are most likely to support the outcome and are influential to the decision are the following, because:The stakeholders who have the capacity to influence the decision but may be against the desired outcome are the following, because: |

**Targeting specific stakeholders’ interests**

Write down in the box below which Ministry or government department you think would be most appropriate to target with a pitch towards GBIF Participation and the reasons for your choice. Please include details of the contact person you would like to target. Remember that the GBIF Secretariat can follow up with a formal letter of invitation to any contact you think would be receptive.

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| **My pitch will target…** **Because:** |

# Benefits of establishing a node

Look back at the activity you completed as part of your self-study (Exercise sheet A – you will have filled in a table like the one below). Did you identify important gaps from the [list of services](https://docs.gbif.org/effective-nodes-guidance/1.0/en/#node-services) that nodes provide that you would consider priorities for your country or international organization? Can the gaps you identified help you in preparing a pitch for GBIF Participation?

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| **Services relating to coordinating the landscape of biodiversity-related initiatives including participating in the GBIF network** |
| **Services already provided by an institution or network**  | **Services that can be considered gaps on the national level** |
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| **Services relating to supporting biodiversity data mobilization** |
| **Services already provided by an institution or network**  | **Services that can be considered gaps on the national level** |
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| **Services relating to supporting biodiversity data analysis and use** |
| **Services already provided by an institution or network**  | **Services that can be considered gaps on the national level** |
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| **Services relating to biodiversity data management and curation** |
| **Services already provided by an institution or network**  | **Services that can be considered gaps on the national level** |
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**Recommendations for a Node host institution and governance structure**

Looking back at the work you did for the fictitious use case, and focusing on the gaps you identified above, consider which institution or department you think would be the best suited to host a new node in your country or international organization.

Remember that a good way to encourage collaboration around a new node is to invite key stakeholders to participate in a board for the node, and to establish advisory committees, such as a science committee. This can help to ensure that the node’s priorities are aligned with the needs of the network, and that other institutions can contribute to providing some of the tasks that the node coordinates. Consider which other stakeholders could be invited to join a board for the new node.

Explain your choice in the box below.

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| **I recommend that a new node should be hosted by ….****Three likely advantages of this host institution are:**1.
2.

**The following stakeholders should be represented on the board of the new node:** |

# Recommendations for a node staffing model

Imagine the staffing model you would need for a node for your country or international organization. This will help prepare you to answer questions during your pitch.

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| **Node staff role** | **Profile of the person who could fill this role** | **Examples of tasks this person would undertake** |
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# Entry points or pathways towards making a pitch for GBIF Participation

Consider how and when you could reach the contact you have identified to target a pitch for GBIF Participation. You may need to work with other contacts to find a pathway to reaching the attention of the Ministry or government departments you are targeting. Are there any timebound opportunities coming up where the Ministry is likely to be more receptive to your pitch, such as relevant international meetings, signing of international agreements, conferences or other opportunities? Keep note of these below.

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| How can I make contact? Who should be involved in this process?Which opportunities are coming up that I can target? |

# Key points of a pitch for GBIF Participation

Remember to target your pitch according to the main rationale that would be of interest to the Ministry you have selected. In the box below, write out the key points of your pitch, either as a complete script or just bullet points of the main points you wish to raise. Be concise - you have a maximum of three minutes to deliver your pitch.

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# Questions that a Ministry representative might ask regarding GBIF Participation

Also consider the kinds of questions that a Ministry representative might ask in response to a pitch for GBIF Participation. Keep note of these questions and your proposed answers in the box below.

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| Example: How is GBIF funded? How much would it cost for our country to join GBIF as a Voting Participant? Where would you recommend that we situate a node? |

If you have any questions that you are not sure how to answer, please include these below for your mentors to assist you with.

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# Action plan summary

Summarize the actions you are proposing to undertake towards GBIF Participation and indicate any points at which you would like to request support from GBIF mentors and/or the Secretariat. We look forward to working with you on this and hope to be able to welcome new GBIF Participants to the network soon.

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| **Action description** | **Tentative dates**  | **Any requests for support** |
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