Food Systems & Agriculture Framework: Stakeholder Engagement Charter Template

In this document:

The *Stakeholder Engagement Charter Template* is a customizable tool to formalize inclusive collaboration among stakeholders—farmers, indigenous communities, youth, non-governmental organizations (NGOs), local governments, and private sectors—implementing the *Food Systems & Agriculture Framework*. It establishes a shared commitment to equitable, transparent, and resilient food systems, aligning with the framework's Core Principles of sustainability, equity, resilience, and transparency. Designed for pilot projects or broader initiatives, this charter supports the framework's Stakeholder Engagement goals and is part of the Start with the Seed Kit.

Overview

The charter template provides a structured agreement to:

- Define the purpose and scope of collaboration.

- Outline roles and responsibilities for diverse stakeholders.

- Establish principles for inclusive engagement.

- Set clear decision-making and conflict resolution processes.

- Secure stakeholder commitment through signatures.

This tool ensures marginalized groups (e.g., indigenous communities, women, youth, refugees) have a voice in governance, fostering trust and alignment with Sustainable Development Goals (SDGs) and the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP).

Accessible explanation: This template is a written promise to work together fairly, making sure everyone, especially those often left out, helps decide how to improve food systems.

Alignment: Supports SDG 16 (Peace, Justice, and Strong Institutions) and SDG 17 (Partnerships for the Goals).

Instructions

1. **Customize the Template**: Replace placeholders (e.g., [Project Name], [Region]) with specific details about your project or initiative.

2. **Engage Stakeholders**: Convene a workshop with all stakeholders to review and agree on the charter's content, ensuring inclusive input.

3. **Complete Sections**: Fill in each section, tailoring roles, principles, and processes to your context.

4. **Sign and Share**: Have stakeholders sign the charter to formalize commitment, then distribute copies and post publicly (e.g., on community boards or globalgovernanceframework.org).

5. **Review Regularly**: Revisit the charter annually or as needed to update roles or processes, ensuring ongoing alignment.

Accessible explanation: Fill in the blanks with your project's details, talk with your team to agree, sign it, share it, and check it every year.

Charter Template

Purpose and Scope

Purpose: This Stakeholder Engagement Charter for [Project Name] establishes a collaborative framework to implement [specific goal, e.g., a regenerative farming pilot] in [Region]. It aligns with the *Food Systems & Agriculture Framework* to promote resilient, equitable, and sustainable food systems.

Scope: The charter covers activities including [list key activities, e.g., training farmers in regenerative practices, establishing a local food hub], engaging stakeholders from [list groups, e.g., smallholder farmers, indigenous communities, youth], and achieving outcomes such as [list outcomes, e.g., 10% increase in local food access by 2026].

Accessible explanation: Explain why your group is working together and what you plan to do, like starting a farm project in your area.

Stakeholder Roles and Responsibilities

Objective: Define the roles and contributions of each stakeholder group to ensure clarity and accountability.

Stakeholder Group	Role	Responsibilities
[e.g., Smallholder Farmers]	Implementers	Adopt regenerative practices; share local knowledge; participate in workshops.
[e.g., Indigenous Communities]	Co-Governors	Provide Traditional Ecological Knowledge (TEK); lead co-governance decisions.
[e.g., Youth Organizations]	Advocates	Lead community outreach; propose innovative solutions.
[e.g., Local Government]	Enablers	Provide funding or policy support; align with national frameworks.
[e.g., NGOs]	Facilitators	Offer training and resources; mediate stakeholder dialogues.

Note: Ensure at least 50% representation from marginalized groups (e.g., women, indigenous, youth) in governance roles, per framework guidelines.

Accessible explanation: List who's involved, like farmers or youth, and what they'll do, making sure everyone has a fair role.

Engagement Principles

Objective: Establish shared values to guide collaboration, reflecting the framework's Core Principles.

- **Equity**: Prioritize voices of marginalized groups, ensuring fair access to resources and decision-making.
- **Transparency**: Share decisions and outcomes openly through regular updates (e.g., community meetings, online dashboards).
- **Sustainability**: Focus on long-term environmental and social benefits, such as regenerative agriculture.
- **Resilience**: Build adaptive strategies to address challenges like climate shocks or market disruptions.
- **Inclusivity**: Engage diverse stakeholders, respecting cultural and regional contexts, per UNDRIP.

Accessible explanation: Agree on rules like being fair, open, and ready for challenges to work together well.

Decision-Making Processes

Objective: Define how decisions are made to ensure inclusivity and consensus.

- **Structure**: Decisions are made by a [Steering Committee/Working Group], with [number, e.g., 10] members representing all stakeholder groups.
- **Process**: Use participatory decision-making requiring [e.g., 75%] consensus. Major decisions (e.g., budget allocation) require approval from [e.g., indigenous representatives].
- **Frequency**: Hold [e.g., monthly] meetings to review progress and make decisions, with agendas shared [e.g., one week] in advance.
- **Documentation**: Record decisions in a shared log, accessible via [e.g., community portal, globalgovernanceframework.org].

Accessible explanation: Decide as a team, with most people agreeing, and keep notes on what you decide.

Conflict Resolution Mechanisms

Objective: Provide a fair process to address disputes, as outlined in Conflict Resolution.

- **Mediation Panel**: Form a neutral panel of [number, e.g., 3–5] members, including [e.g., an indigenous leader, a youth representative], trained in Consensus Building Institute protocols.
- **Process**: Conflicts are addressed within [e.g., 14 days] through mediation sessions, aiming for mutually agreed solutions.
- **Transparency**: Publish outcomes on [e.g., biannual dashboards, community boards] to maintain trust.
- **Escalation**: Unresolved conflicts are escalated to [e.g., a regional framework coordinator] for final resolution.

Accessible explanation: If people disagree, a small fair team helps solve it quickly, and everyone knows the result.

Signatures and Commitment

Objective: Formalize stakeholder commitment to the charter.

We, the undersigned, commit to upholding the principles, roles, and processes outlined in this Stakeholder Engagement Charter for [Project Name]. We pledge to collaborate inclusively to achieve [specific goal, e.g., a sustainable food system in our region].

Name	Role/Organization	Signature	Date
[Name]	[e.g., Farmer, Cooperative X]		[Date]
[Name]	[e.g., Indigenous Leader, Community Y]		[Date]
[Name]	[e.g., Youth Advocate, Group Z]		[Date]
[Name]	[e.g., Local Government Official]		[Date]

Accessible explanation: Everyone signs to promise they'll follow the plan and work together.

Cross-Reference Note: This charter supports Stakeholder Engagement and aligns with Implementation Mechanisms. Explore the Index for navigation or access additional tools at the Tools Library.