

FORMAT		
1. Name of resource	TAP Network: Approaches and Methodologies for Civil Society Reporting on the SDGs and the 2030 Agenda	
2. Location	https://tapnetwork2030.org/wp-content/uploads/2021/07/Spotlight-Reporting-Guidelines - Updated-2021-.pdf	
3. Alternative location		
4. Author[s]	TAP Network	
5. Publisher/producer/host	TAP Network	
6. Year	2021	
7. Suggested citation	TAP Network (2021). Approaches and Methodologies for Civil Society Reporting on the SDGs and the 2030 Agenda. TAP Network, available at https://tapnetwork2030.org/wp-content/uploads/2021/07/Spotlight-Reporting-Guidelines - Updated-2021-.pdf	
8. Languages in which available	English	
9. Geographic area resource relates to	Worldwide	
10. Does the resource relate to a specific time frame?	2015-30	
11. Type	Report	
	Toolkit/Framework/Roadmap	Yes
	Sign-post to other resource (database)	
	Case studies	
	Other	
12. If this is part of an initiative, what is the initiative?		
COLLECTIONS AND COLLECTIONS-BASED INSTITUTIONS		
13. Explicit links to collections	No	
14. Explicit links to museums/libraries/archives	No	
15. Types of institutions the resource covers	Museums	X
	Archives	X
	Libraries	X
	Other	X
	Arts, humanities and social sciences: philosophy,	X

<p>16. Does the resource relate to specific disciplines?</p>	<p>psychology, religion, social sciences, law, politics, language, arts and recreation, architecture, literature, history, geography and ethnology, anthropology, archaeology</p>	
	<p>Science, natural history, technology, medicine, engineering, manufacturing</p>	<p>X</p>
<p>17. If no explicit links to collections, justification for inclusion</p>	<p>The resource can help collecting institutions incorporate sustainability and the SDGs into their planning and reporting.</p>	
<p>HOW IT CONTRIBUTES TO SUSTAINABLE DEVELOPMENT</p>		
<p>18. Collections-related activities the resource relates to (mark all that apply)</p>		
<p>Develop collections to protect and safeguard wider cultural and natural heritage more effectively, and that support sustainable development for example by targeting collecting to threatened forms of heritage in strategic ways</p>		
<p>Use collections to promote learning and educational opportunities that contribute to sustainable development more effectively, for example education for sustainable development and sustainable lifestyles, human rights, gender equality, promotion of a culture of peace and non-violence, global citizenship and appreciation of cultural diversity and of culture's contribution to sustainable development and/or skills development relating to collections</p>		
<p>Use collections to promote cultural participation/social inclusion more effectively, for example by reducing barriers to participation, to ensure no-one is 'left behind'</p>		
<p>Use collections to promote sustainable tourism more effectively, for example by developing new products based on local cultural heritage, and/or considering the rights of stakeholder groups in relation to collections</p>		
<p>Use collections to support research that contributes to sustainable development (including all forms of personal and self-directed research at all levels that make use of stored collections) more effectively, for example by providing effective facilities, collections and information to meet researchers' needs</p>		
<p>Make decisions around collections that contribute to sustainable development more effectively</p>		
<p>i. employment (recruiting, staff training, staff safety)</p>		
<p>ii. energy consumption, greenhouse gas emissions, reduction, monitoring and reporting</p>		
<p>iii. waste management and reduction of waste</p>		
<p>iv. transport (forms of transport, energy use)</p>		

v.	commercial activities including copyright and IP	
vi.	governance and management	X
vii.	security, disaster preparedness and risk reduction	
Direct external leadership, partnerships and collaborations towards sustainable development more effectively , for example by developing impactful partnerships		
19. Does the resource relate clearly to any international conventions (mark all that apply)?		
Culture conventions:		
	1952, 71 Protection of Copyright and Neighbouring Rights	
	1954 Protection of Cultural Property in the Event of Armed Conflict	
	1970 Fighting Against the Illicit Trafficking of Cultural Property	
	1972 Protection of the World Cultural and Natural Heritage	
	2001 Protection of the Underwater Cultural Heritage	
	2003 Safeguarding of the Intangible Cultural Heritage	
	2005 Protection and Promotion of the Diversity of Cultural Expressions	
Rio Conventions:		
	Convention on Biological Diversity (CBD), Convention to Combat Desertification (UNCCD), Framework Convention on Climate Change (UNFCCC)	
AIMS AND CONTENT		
20. What issues does the resource aim to address?	<p>“Since the 2030 Agenda was adopted over five years ago, civil society has mobilized to provide valuable reporting to complement official state sources and fill in critical data gaps. In many ways, civil society stakeholders serve as the most indispensable part of the measurement, monitoring and accountability framework for the SDGs, as they often provide a critical link between governments and stakeholders. Nationally and locally-focused civil society stakeholders can therefore play a key role in monitoring and reviewing processes at the national level.</p> <p>Recognizing the critical importance of civil society “Spotlight Reports” and alternative instruments in the monitoring and review of progress on the SDGs, the TAP Network hopes to continue to support civil society in providing updated guidance on how to prepare a national-level Spotlight Report on SDG implementation. While there is no one-size-fits-all approach to reporting on the SDGs, this newly updated guidance aims to guide civil society stakeholders to reflect on their own national and local priorities, as well as the state of SDG implementation in their countries, with the aim of supporting robust and comparable civil society reporting.” (p.2)</p>	

21. Intended audience of resource	Civil society
22. Process of development	
23. Organisation/structure/contents	Introduction Guidelines for SDG civil society reporting
FRAMEWORKS	
24. Framework structure	
25. Relevant policy considerations	Yes
26. Resources for implementation identified	Yes
27. Specific assessment points/indicators/milestones/action plan for monitoring	Yes
28. ASPECTS OF SUSTAINABILITY COVERED BY RESOURCE (mark all that apply)	
People (social sustainability)	X
Planet (environmental sustainability)	X
Prosperity (economic sustainability)	X
Peace	X
Partnerships	X
29. CROSS-CUTTING CONSIDERATIONS COVERED BY RESOURCE (mark all that apply)	
Gender perspectives	
North and South perspectives	
HOW THE RESOURCE CONTRIBUTES TO AGENDA 2030 AND THE SDGs	
HOW AGENDA 2030 AND THE SDGs FEATURE IN THE RESOURCE	
30. SDGs and Agenda 2030 specifically mentioned?	Yes
31. SDGs specifically mentioned?	Yes
32. SDG targets specifically mentioned?	Yes
33. SDG indicators specifically mentioned?	No
SDGs AND SDG TARGETS AND LINKAGES	

<p>34. Comments on SDG linkages</p>	<p>The focus of the resource is incorporating the SDGs into planning and corporate reporting. This is the focus of SDG target 12.6 (‘Encourage companies to adopt sustainable practices and sustainability reporting’). This also contributes to SDG 16.6 (‘Develop effective, accountable and transparent institutions at all levels’), 16.10 (on ensuring public access to information), 16.B (adopt and promote laws and policies for sustainable development) and 17.14 (policy coherence for sustainable development).</p>
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35. SDGs and SDG targets the resource helps advance

<p>SDG 12 Ensure sustainable consumption and production patterns 12.6 Encourage companies, especially large and transnational companies, to adopt sustainable practices and to integrate sustainability information into their reporting cycle</p>	<p>Clear visions, strategies and plans in place for all aspects of sustainability – environmental, social and economic (people, planet, prosperity)- across all areas of activity.</p> <p>Visions, strategies and plans relating to sustainability to be publicly available and incorporated into planning documents.</p> <p>Commitments to be in line with local, regional, national and/or international targets and ambitions.</p> <p>Incorporation of sustainability into reporting for funders and other stakeholders, including the public. Reporting to include commitments and progress towards targets.</p>
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<p>SDG 16. Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels. 16.6 Develop effective, accountable and transparent institutions at all levels</p>	<p><i>16.6.2 Proportion of the population [audience/users/non-users] satisfied with their last experience of public services</i> Access to information, and accountability policies and mechanisms, in place.</p> <p>Effective institutional arrangements, both for own working and for working in partnership with other sectors, in place.</p> <p>Plans and arrangements in place for extraordinary circumstances such as natural and human-caused disasters.</p> <p>Effective arrangements in place to fulfil legal and social obligations and responsibilities.</p> <p>Effective arrangements in place for transparent communication and reporting of institutional performance.</p> <p>Effective arrangements in place for transparent decision-making and accountability.</p>
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<p>SDG 16. Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels.</p> <p>16.10 Ensure public access to information and protect fundamental freedoms, in accordance with national legislation and international agreements</p>	<p>Adopt and implement constitutional, statutory and/or policy guarantees for public access to information.</p> <p>Plans in place, and plans implemented to enhance public access to information relating to collections.</p> <p>Plans in place, and plans implemented to support fundamental freedoms, in line with human rights, national and international agreements and legislation.</p> <p>Plans and procedures in place for public access to information relating to the operation and management of collections-based institutions.</p> <p>Complaint mechanism in place for public to use where public access to information and fundamental freedoms not supported or fulfilled.</p>				
<p>SDG 16. Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels.</p> <p>16.B Promote and enforce non-discriminatory laws and policies for sustainable development</p>	<p><i>16.B.1 Proportion of population [audience/users/non-users] reporting having personally felt discriminated against or harassed in the previous 12 months on the basis of a ground of discrimination prohibited under international human rights law</i></p> <p>Number and proportion of policies that incorporate sustainable development considerations, in the full sense of recognizing all three of social, economic and environmental considerations.</p>				
<p>SDG 17. Partnerships for the goals</p> <p>17.14 Enhance policy coherence for sustainable development</p>	<p>Proportion of policies that incorporate sustainable development considerations, linking to SDGs and targets.</p> <p>Incorporation of policy considerations from outside the collections sector into policies of collections-based institutions, to facilitate partnerships and effectiveness.</p>				
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