			2015/16							2016/17						
		Jan-16	Feb-16	Mar-16	Apr-16 Stage two website updates	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17
aising	1.1 Website	Staff web training		Launch the Tax Treaty web-page of Scottish MPs		3										
chers		Resources page updated			All members contacted to update member web-pages. Whole team effort.											
	1.2 Media	New pop-up banners	Scotsman article Media around	Scot St. coffee launch Tax Treaty	Scotsman article		Scotsman article videos		Scotsman article (youth competition)		Scotsman article		Scotsman article		Scotsman article	
	1.3 Films and TV		Prepare case studies fo	or documentary pitch	Pitch TV documentary	Media for 'I	Road Trip'									
ss an	1.4 Research and demo. Impact					Public aware	ness study				Africa in Motion					
arene	1.5 Sharing stories		Launch three school videos			Pub talk and web-cast	SMP and MaSP Roadshow	Lunch talk and web-cast	Take one action festival?	Pub talk and web-cast	Tedx at AGM? Complete video	Lunch talk and web-cast		Pub talk and web-cast	Take one action festival?	Lunch talk and we
aW				Beg. media course		aunch video & article competiti	or	Interm. media course		Youth article competition	competition					
	2.1 BITT		Joint business forum with	Scotland Street coffee	Push Malawi Rare Tea	Tourism stall at Botanics Late					Tourism promotion for					
		JTS rice launch	DFID	launch	Company	BITT Forum Publish BITT paper + case studies/ valuationto M economy			BITT forum		Tourism promotion for AGM	BITT forum				
	2.2 Youth and schools	Contact all		Youth bulletin	Youth forum	Youth bulletin Promote youth article	Youth roadshow and			Youth bulletin						
in priority areas		Youth bulletin	Youth forum Schools forum (incl. mapping		School linking page (ask	competition	Schools Forum (as part of SMP Roadshow)	Tshirt/bag desi	ign competition				Youth forum.			
			in curriculum)	Schools New Digest	Malawi TV)	Mapping of curriculm				Youth forum	Youth Congress	Youth bulletin		Youth bulletin		Youth bulleti
			Launch 3 schools videos			Update DEMS list	Publish guide for visits	Contact all schools	Assess GLOW	Schools forum			Schools forum			
			Collect Malawi curios Edin Uni ID fair		Begin Student Societies pro	ject	Collect Malawi curios		Launch Malawi in a box	Youth article comnpetition			Schools for unit			
	2.3 MaSP		Symposium	Finish ten MaSP videos	Publish MaSP guide for Malawians visiting Scotland		MaSP AGM MaSP Roadshow		Planning	2017/20				Symposium	MaSP Faith Based meeting (tbc)	
			Early 2017-20 planning CRC visits.		Malawians visiting Scotland				l	IaSP Schools Outreach Proje	ect					
	2.4 Local authorities		Local Authorities Pub	olication published	Diaspora social/music event	Doviour possibility of M	ll / iaint momharship	Independence Day								
	2.5 Diaspora				MAUK awards	Review possibility of Mo	ou / joint membership	Celebrations								MAUKawaro
0: N(2.6 MGDSII 2.7 Commonwealth Games					Feed into MGDSIII		*** (iompleted ***							
	2.8 New members		Uni membership drive (full		University student society men	nbership			ompieteu			•				
Stra			membership)	Church memberships		Diaspora membe				Youth membership drive						
	3.1 Information dissemination3.2 Training			Beg. media course		FE/HE Bulletin	Health bulletin	Intermediate media			Member training - prac	tical project management	FE/HE Bulletin	Health bulletin		
iening exist		Look again at Sustainabilit	ty outcomes from event	Chichewa training	Partnerships princi	ples wider membership		course		Small grants training (tbc)	(tbc) (wi	th NIDOS)				
	3.3 Best practice & sustainability3.4 Transparency	Develop Schools Part				artnership principles	notion									
	3.5 Member forums		Fouch base with borb		Governance Forum	FE/HE Forum	Health forum		and the second second			Governance Forum	FE/HE Forum	Health forum		
	3.6 Practical advice and support3.7 Funding assistance		Contact British Council o	on poss. future funding					e not pro-active *** I SG call(s) tbc - Small grant:	s/ climate justice/Malawi de	evelopment					
	-		Mzuzu Fire response Food security response.		Ask Scholarship recipients for reports		Last payment for Livingstone Scholarships									
	3.8 Campaigns and projects		ActionAid Tax Tre	eaty Lobby			Global Goals							•		
						Partnership Principles										
	3.9 Publications				Publish MaSP guide for Malawians visiting Scotland	Publish bridging the gap		Publish school visits guide								
	3.1 Networking						*	** All face-to-face SMP eve	nts to include active netwo	rking ***						
ş	3.11 Organisational development		_	members on 2017-20 Strat			Office planning 2017-20.		Agree SG funding 2017-20 Board meeting incl.		AGM		mpact survey. Board Meeting & xmas			
		Maternity & Paternity Policy	Board Meeting	AFC meeting	Board Meeting Draw up Annual Accounts	Office bonding day Independent Examination	Board Meeting AFC meeting	DHJ on PATERNITY LEAVE	planning 2017-20 Renew insurance	AFC meeting Membership reminders	Board Meeting	AFC e-meet	meal Return to OSCR	AFC meeting	Board Meeting H&S risk assessment	AFC meeting
					Renew Memberships		Membership reminders Check Director details CH		Review Board member election process	membership reminders	Update Board member Register of Interest		Update risk register	1	Had Har doctornelle	1
	4.1 Lobbying and advocacy			Scot. Govt Internation	nal Development consultation Scottish Parliament Hustings					new MSPs						
			ActionAid Tax Tre	eaty Lobby	and the strings				Lingage							
	4.2 MaSP		MaSP Symposium		Publish MaSP guide for Malawians visiting Scotland		MaSP AGM & Road Trip		Schools Outrea	ch Project or 2017-20				Symposium		
ະ ພ					Malawi High Com. Quarterly			Malawi High Com.			Malawi High Com.			Malawi High Com.		
	4.3 Government of Malawi	Malawi High Com. Quarterly meeting / Skype	MaSP Symposium		meeting / Skype Feed into MGDSIII			Quarterly meeting / Skype			Quarterly meeting / Skype			Quarterly meeting / Skype		
	4.4 Funders		Contact British Council o	on poss. future funding					Assist with SG call(s) tbc	- Small grants/ climate justi	ice/Malawi development					
			Scot. Govt	CPG meeting International Development	t consultation					Engage new MSPs						
	4.5 SG & Parliament		Support SG visit.	Hustings with NIDOS and SFTF		Post-election CPG paperwork	CPG meeting (AGM)	Explore poss	ible FM visit	CPG meeting		CPG meeting			CPG meeting	
			ActionAid Tax Tre Civic Society Part	<u> </u>							DFID involvement in Youth congress					
hers	4.6 HMG & Parliament															
ng others	4.6 HMG & Parliament		Support Mr Mundell's visit.			Possible Rotanics event2										
and Four: SHARING OUR uencing others	4.6 HMG & Parliament4.8 Partnering			Event with Church of Scotland		Possible Botanics event? School partnership training with ScotDec			Network Forum meeting	School partnership training with Scot Dec		Network Forum meeting			Network Forum meeting	

DavidKeithEmilyJackieKathrynDorte