**MUNICIPALITY/COURT/TVET/UNIVERSITY LETTERHEAD**

From: Convener/Challenge strategist

To: 100-Day Team member name

cc: Team coach (Name)

Dear (Name)

As you may be aware, the South African government is working on localising the National Strategic Plan to End Gender-Based Violence and Femicide (NSP-GBVF),

The Department of Women, Youth and Persons with Disability is coordinating this effort through the End GBVF Collective and in collaboration with (Cogta/Salga/DHET/DOJ). The Department invited our (municipalityTVET/University/Court) to organise an ending GBVF 100-Day Challenges in 202\_\_. We have raised our hand and were selected to get this underway.

The purpose of this note is to invite you to be part of a 100-Day Team that will help us make significant progress on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Impact Indicator). This is particularly critical because (state why the focus on this Impact Indicator is important at this point).

100-Day Challenges involve multi-sectoral teams working together for 100 days to achieve an unreasonably ambitious goal. Leadership stakeholders have selected you to be part of the team. You and your teammates will set your 100-day goal and will decide how you will achieve it in the 100 days.

During the 100 days, you will be guided and supported by a 100-Day Challenge Team Coach -(name of coach). They and peers from other organisations are being trained on the 100-Day Challenge model. To learn more about this model and what other Ending GBVF 100-Day teams have done over the past 3 years, please click [here](https://endinggbvf.org/100-day-challenges/) and scroll down to the “Gallery of Past Ending-GBVF 100-Day Challenges in South Africa. The website you will be visiting, by the way, will have many other useful information on ending GBVF in our country.

My role as Challenge Strategist is to provide support and guidance. Please note that neither the Team coach nor I will make decisions for you. It will be up to you and your teammates to decide on the goal you will pursue and the solutions you will implement.

Your 100 days will start on \_\_\_\_\_\_\_ (date of Start-up Workshop). It is a day-long

workshop that will be held in \_\_\_\_\_\_ (venue). Please free yourself up to participate. The team coach will guide you through the process and facilitate your discussions.

One final note about our expectations. Unlike many other projects you may have

participated in, we are looking for an actual impact in the 100 days. Not just

recommendations. Not just plans. Not just initial activities. But actual impact! Your Team coach will explain this in more detail at your Start-up Workshop.

This will require you to prioritise this effort in the next 3 months and you may need

to dedicate 2-3 hours per week. If you anticipate problems with this, please let us know. Contact me or the Team Coach with questions about this critical assignment.

We are excited to be a part of this effort to mobilise our community to end gender-based

violence and femicide. We look forward to supporting your team in the coming

months.

Sincerely,

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