

# **INTER-AMERICAN INSTITUTE FOR GLOBAL CHANGE RESEARCH**



**IAI/EC/43/4/Draft**  
**Minutes of EC-XLIII**  
*June 12<sup>th</sup>, 2017*  
*Bogotá, Colombia*



**Minutes of the Forty-third Meeting of the IAI Executive Council (EC)  
Bogotá, Colombia, 12 June 2017**

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Note: This report is not strictly a chronological record. For coherence, increased clarity and readability discussions of each agenda item have been grouped.

**43<sup>rd</sup> Meeting of the IAI Executive Council (EC)  
Bogotá, Colombia, 12 June 2017**

**Agenda**

Monday – 12 June 2017
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**Morning session (09:00 – 09:50)**

08:30 - 09:00 Registration

Welcome by Representative of Colombia  
Welcome by Executive Council Bureau Chair

Approval of the Agenda

Approval of the Minutes of the 41st and 42nd Meetings of the EC

Establishment of a committee to recommend candidates for the Science Advisory Committee (SAC) elections

Establishment of a committee to recommend candidates for the Science-Policy Advisory Committee (SPAC) elections

09:50 – 10:00 Coffee Break

**Science-Policy Workshop: science and capacity building programs of the IAI (10:00 - 15:45)**

*Executive Council, Science Advisory Committee, Science-Policy Advisory Committee, Open to all CoP*

IAI governance: future contributions from SAC and SPAC (9:30-10:30)

*Chaired by Maria Uhle, EC*

*Marcos da Silva, Director IAI: working at the science policy interface*

Aligning IAI outreach products with regional global change priorities (11:00-11:45)

*Chaired by Edwin Castellanos, SAC*

Overview of the current science of the IAI (11:45-12:30)

*Chaired by Edwin Castellanos, SAC*

Co-designing the research program of the IAI (14:00-15:00)

*Chaired by Maria Netto*

- *Priorities on decision-making and policy*
- *Science-Policy dialogue: regional priorities*
- *Common regional issues and challenges*

Co-designing the capacity building program of the IAI: training needs for the region (15:00-15:45)

*Chaired by Maria Netto*

Overview of the main aspects of the workshop and closure (16:15-16.55)

*Chaired by Maria Uhle, EC*

*Wrap up by Marcos da Silva, IAI Director*

**Afternoon session (16:00 – 18:00)**

Report of the Executive Council

*EC Chair*

- Activities charged to the EC and its Bureau
- Activities, actions, and decisions of the EC Bureau or its members

Report on the Implementation of the Tripartite Agreement Ad hoc Committee

Financial and Budgetary matters:

*IAI Director for Finance and Administration*

- Overview of the Financial Status for FY 2016-2017 and Audit of 2017
- Core Budget and Country Contributions for FY 2017-2018
- Financial and Administrative Committee Report

Comments and discussion on Finances

Auditors Report and approval of Financial Status Report, financial items to be forwarded to the CoP

Report of the committee to recommend candidates for the election of SAC members

- Recommendation to the CoP

Report of the committee to recommend candidates for the election of SPAC members

- Recommendation to the CoP

Approval of the items to be forwarded to the CoP

*EC Chair*

Update on the implementation of the IAI Tripartite Governance

*Ad hoc Committee Chair*

Adjourn

**Participants:****EC Country Representatives**

Argentina: Gonzalo Jordán  
 Brazil: Jean Pierre Ometto  
 Canada: Doris Fortin  
 Chile: Gladys Santis  
 Costa Rica: Roberto Villalobos Flores  
 Panama: Felix Wing, Milagro Maineri  
 Paraguay: Fernando Méndez Gaona  
 United States of America: Maria Uhle, Paul Filmer

**Observers:****CoP Member Countries**

Colombia: Omar Franco Torres  
 México: Ciro Pérez Silva  
 Uruguay: Martín Lorieo Giucci

**Advisory Committees**

SAC: Edwin Castellanos (Chair), Rodolfo Dirzo, Elena Abraham, Josh Tewksbury  
 SPAC: Javier Gracia-Garza (Chair), Maria Netto, Brigitte Baptiste

**Associates of the IAI**

CIESIN: Susana Adamo  
 FAPESP: Reynaldo Victoria

**Institutions**

Belmont Forum: Erica Key  
 CAF: Ubaldo Elizondo  
 CIIFEN: Rodney Martínez  
 Future Earth: Anne-Helène Prieur Richard  
 ICSU- ROLAC: Manuel Limonta

**IAI Directorate**

- Marcos Regis da Silva (Executive Director)
- Marcella Ohira (Deputy Executive Director & Director for Capacity Building)
- Elma Montaña (Director for Science Programs)
- Rafael Atmetlla (Director for Finance and Administration)
- Ana Murgida (Director of the Science-Policy Liaison Office)
- Jorge Grandi (Science-Policy Counselor)
- Ione Anderson (Manager for Science Programs – UN Liaison)
- Soledad Noya (Executive Assistant)
- Paula Richter (Communications Officer)
- Elvira Gentile (Temporary Assistant)

**1. Opening Session**

Omar Franco, representative from Colombia, on behalf of the Minister of the Environment, Hon. Luis Gilberto Murillo, welcomed the participants and the new IAI Director, Marcos Regis da Silva, adding that Congress was ratifying the Paris Agreement making this a special week for Colombia.

Maria Ulhe, Chair of the Executive Council (EC), welcomed participants to the meeting and thanked Colombia for hosting the meetings. She expressed readiness to work with the new Executive Director to meet the IAI objectives, stating that IAI's 25th Anniversary was the proper moment to capitalize on achievements and reflect on the next 25 years. The IAI has been successful in building scientific capacity in the Americas and the challenge for the following years will be to translate that science to better guide policy. In this regard, a Science-Policy Advisory Committee (SPAC) was established to guide the links between science and policy to guide informed decision-making in IAI Member Countries. She concluded by congratulating the IAI Directorate for its work.

## **2. Approval of the agenda**

The EC approved the agenda of its 43<sup>rd</sup> Meeting.

*XLIII/1 – Agenda of the EC*

## **3. Approval of the minutes of the 41<sup>st</sup> and 42<sup>nd</sup> meetings of the EC**

The EC approved the minutes of the 41<sup>st</sup> and 42<sup>nd</sup> Meetings.

*XLIII/2 – Minutes of EC-41 and EC-42*

## **4. Establishment of a Committee to recommend candidates for the IAI Scientific Advisory Committee (SAC) elections**

According to the Agreement Establishing the IAI, the SAC has 10 members. CoP-25 would have to elect four SAC members to fill vacant positions (two from nominations by the Parties and two from nominations by the SAC). The EC established a Committee to analyze nominations and make a recommendation to the CoP.

The EC decided that the members of the Committee to recommend candidates for the election of members to the IAI SAC would be Brazil, Paraguay, and the United States. The report of the Committee will be presented at the CoP.

*XLIII/3 – Committee to recommend candidates to the Science Advisory Committee (SAC)*

## **5. Establishment of a Committee to recommend candidates for the IAI Science-Policy Advisory Committee (SPAC) elections**

Three of the nine SPAC members end their terms in June 2017. Three nominations had been received (one nominated by Parties, one by the SPAC and one by the IAI Directorate) and CoP-25 would elect the new members to fill those vacancies. The EC established a Committee to make recommendations to the CoP.

The EC decided that the members of the Committee to recommend candidates for the election of members to the IAI SPAC would be Chile, Colombia and United States. The report of the Committee will be presented at the CoP.

*XLIII/4 – Committee to recommend candidates to the Science-Policy Advisory Committee (SPAC)*

## 6. Science-Policy Workshop: science and capacity building programs of the IAI

During the EC-CoP meetings held in Santiago, Chile, the Directorate was charged with organizing a joint SAC/SPAC/Member Countries meeting to facilitate interaction among those bodies, discuss issues of mutual concern and identify national priorities (D&A 4, day 1, CoP 24).

### 6.1. IAI governance: future contributions from SAC and SPAC

Chaired by Maria Uhle, EC Chair

The new IAI Director, Marcos Regis da Silva, presented his views of the IAI working at the science policy interface. He thanked Colombia for hosting the meeting, Member Countries and the Directorate staff for their support; and, former IAI Director, Holm Tiessen, for making the IAI a widely respected scientific institute. He also thanked Uruguay for hosting the IAI Executive Directorate in Montevideo and Argentina for its support to the establishment of the IAI Science Policy Office in Argentina. He informed participants that discussions were under way with Argentina and Brazil regarding the tripartite agreements. In addition, he met with the representatives of the Brazilian Ministry of Science, Technology, Innovation and Communication regarding national efforts towards implementation of the Sustainable Development Goals (SDGs).

The main points of the IAI Director's presentation included: the need to understand the global environmental context within which the IAI must function, the urgent need to seek alternate funding sources and the need to align the work of the IAI with national and regional strategic plans. A copy of the presentation is available on the IAI website at: <http://www.iai.int/wp-content/uploads/CoP25-ExecutiveDirector-toEC-SAC-SPACWorkshop-Bogota2017-1.pdf>

Country representatives and chairs of advisory committees welcomed the IAI Director and congratulated him on his presentation and for sharing his vision of the Institute. On behalf of the IAI staff IAI Deputy Director Marcella Ohira expressed support towards that new vision. She thanked the previous IAI Director, Holm Tiessen for his contribution to the IAI over the last 12 years.

The following recommendations emerged from discussions:

- **Invigorate the interaction of SAC and SPAC with country representatives**

According to the Agreement Establishing the IAI, the mission of the SAC is to advise the CoP on the Scientific Agenda, the IAI's strategic plans and work program. A more dynamic relationship between advisory committees and Member Countries is crucial to achieve that mission.

The SPAC Chair pointed that the Committee needed CoP guidance to focus their work on Member Countries priorities. *United States* reiterated that the guidance of the SAC and the SPAC would be vital to work on national priorities of the Fourth Round of the Collaborative Research Network (CRN4).

- **Open data policy**

*United States* strongly recommended the development of an open data policy.

- **Re-engage member countries in the IAI**

*Brazil* noted that the SAC and SPAC should also advise Member Countries to further engage them in IAI.

*Colombia* reiterated their willingness to cooperate to improve communications and knowledge transfer between IAI and Member countries.

*Canada* emphasized the importance of increasing the relevance of the Institute and communication of its results more widely to attract funding.

*The SAC and SPAC Chairs* stressed the need to have joint workshops annually in order to achieve a more productive relationship with Member Countries.

- **Prepare individual Member Country Datasheets**

*United States* noted that individual datasheets including a snapshot of activities relevant to the country would be very useful for country representatives to show the benefits of IAI membership. Examples such as those prepared by International Institute for Applied Science Analysis (IIASA) should be considered.

The EC requested that individual Member Country data-sheets be posted on the IAI website with information on the benefits the country receives from the IAI and the contributions from the country to the Institute.

*XLIII/5 – Member Country data-sheets*

The EC will recommend the CoP to define and establish an open data policy and principles.

*XLIII/6 – Open data policy and principles*

## 6.2. *Aligning IAI outreach products with regional global change priorities*

Chaired by Edwin Castellanos, SAC

The SAC Chair opened the discussion on how IAI products could be better aligned with global change priorities and initiatives (e.g. SDGs, Reducing Emissions from Deforestation and Forest Degradation (REDD), United Nations administered Conventions (on Biodiversity, on Desertification, etc.), the Intergovernmental Platform on Biodiversity and Ecosystem Services (IPBES), among others.

The main ideas are summarized below:

- **Align IAI products to assist IAI Member Countries in the implementation of the SDGs**

*Brazil* reinforced the idea of the importance of focal points in linking IAI science with their national priorities and strategic plans. The IAI can contribute to the development of SDG indicators and assist in linking science and policy towards those goals.

*The SAC Chair* stated that countries need support to achieve the targets under the SDGs and other international initiatives. He also stressed the importance of focusing on areas of concern for some regions and on the need to take into account issues related to indigenous peoples and local communities.

*United States* cited some initiatives focusing on SDGs, such as the Belmont Forum upcoming call on SDGs and encouraged IAI's engagement in these initiatives. The call will focus on pathways to sustainable development.

- **Search for partnerships to develop specific IAI products**

*United States* stressed the need to work in partnerships given the limited number of staff at the Directorate.



- **Develop new products such as synthesis reports, webinars, discussion papers on science-policy integration, among others**

Speaking on behalf of the SPAC, *Maria Netto* recommended different products that are detailed in the report of that Committee to the CoP and reinforced the idea of developing partnerships with different regional organizations for generating products and for obtaining funds.

- **Establish an Inter-American Forum of Funding Agencies**

*United States* encouraged Member Countries to assist in the establishment of an Inter-American Forum of Funding Agencies, expressing willingness to work with FAPESP and other agencies on this initiative. The Belmont Forum Information Days for the Americas will be held in November and funding agencies from member countries were invited to participate. IAI focal points should help to identify the proper contacts in funding agencies to contact them.

*Belmont Forum* invited Member Countries to participate in the Belmont Forum Americas Information Days in Sao Paulo, Brazil, to be held during the first week of November. Belmont Forum is open to governmental and non-profit organizations, academic institutions and the private sector. Issues to be covered include the importance of identifying critical needs such as indigenous peoples, poverty, environment, climate, health and better integration between social and natural sciences.

*SAC member Josh Tewksbury* emphasized the importance of collaborative action to identify regional priorities and present them to the Belmont Forum to ensure that the call is distributed as widely as possible.

The EC decided to recommend CoP representatives to contact funding agencies in their countries to participate in the Belmont Forum Americas Information Days in Sao Paulo, Brazil, in the first week of November 2017.

*XLIII/9 – Participation in the Belmont Forum Americas Information Days*

- **Develop partnerships with private sector**

*SPAC Member Maria Netto* highlighted the need for targeted partnerships with the private sector. One possible strategy is through foundations. Another alternative would be engaging in areas such as big data, the digital economy, and research on the uses of block chain, among other topics.

- **Outreach IAI brochures**

*United States* noted that a brochure highlighting the results of IAI capacity-building achievements could be a quick deliverable to show the impact of the IAI to Member Countries and potential partners. The SPAC should be involved in this activity.

*Brazil* stated that a communication strategy that meets the needs of different audiences in different countries and regions is needed.

*The SAC Chair* mentioned that the SAC was working on the 25<sup>th</sup> Anniversary publication in collaboration with the SPAC and the IAI Directorate.

- **Proactive action by focal points to identify country priorities**

*SAC member Elena Abraham* noted that policy relevance had to be specified in the calls, and included from the beginning and not later, and the IAI should work with national focal points and sub-regional groups to identify priority areas.

*IAI Science Policy Director* mentioned that there were several examples of mechanisms in the Americas to identify problems in the region, i.e. UNESCO and Mercosur have prioritized the issue of risk and vulnerability.

*SAC member Josh Tewksbury* noted that co-design is the most effective and immediate way to align the IAI research to the needs of Member Countries. Additionally, it is fundamental that the IAI support the principle of open science, develop and strengthen synthesis activities taking into account national priorities and, develop a *flagship* science policy product to be updated every year to increase visibility and impact of the IAI in the region.

### 6.3 Overview of the current science of the IAI

Chaired by Edwin Castellanos, SAC

*Elma Montaña, Science Program Director*, presented a brief overview of the IAI Science (see current IAI programs and projects on the IAI website and presentation at <http://www.iai.int/wp-content/uploads/CoP25-SciencePrograms-Bogota2017.pdf>).

The IAI has 17 projects under the CRN3 Program (10 5-year projects and 7 smaller projects). There are also 7 CONICET (Argentina)-IAI projects providing matching funds for CONICET's teams working in CRN3.

There will be a new call for a new Small Grants Program: "The role of ecosystem services in adaptation to global change". Main aspects of the call include:

- Reinforcement of co-design of research between natural and human sciences
- Involvement of SAC and SPAC in the evaluation, implementation and monitoring.
- Encouragement of mid-career PIs and social scientists' leadership
- Implementation of co-funding through the Inter-American Forum of Funding Agencies
- Innovative program design: capacity building module for scientists and policy makers as part of selection process, with the aim to improve the quality of transdisciplinarity of proposals, and aid team integration.

The *SAC Chair* highlighted two important aspects of IAI Science: it is collaborative and it has to be relevant for decision-making.

*SAC member Rodolfo Dirzo* emphasized critical areas, including the importance of promoting studies in Central America and the Caribbean, studies on indigenous peoples and local communities (not only impacts of global change on them but also on how their knowledge can contribute to solutions) and on the relationship between global change and diseases. Results should reach the general public in the appropriate language.

### 6.4. Co-designing the research program of the IAI

Chaired by Maria Netto, SPAC

*SPAC member María Netto* opened the discussion on how to embark in a true co-design for the next CRN program in which SAC, SPAC and CoP members work jointly to identify priorities relevant to IAI Member Countries.

- **Community development between researchers, including Principal Investigators/SAC/SPAC meetings**

*Brazil* noted that PI meetings had been very useful in the past and suggested organizing more meetings to promote interactions among project researchers and SAC, SPAC and CoP members.

*United States* introduced the idea of communities of projects. Researchers should also meet with stakeholders, decision-makers and with other groups in the region. When different projects come together synergies across them can be identified to achieve further outcomes.

*Belmont Forum* mentioned that meetings should be held from the beginning of the research program, and not only among projects with similar themes but also with different projects where interactions might be useful. Such interactions can result in new science that could be financed by other funding agencies. The venue of these meetings could also be considered for training and for developing reports.

*The SAC Chair* suggested that the SAC and SPAC should participate in PI meetings, capacity building events, or have an additional meeting per year so they can meet face to face to help create sense of community.

*Maria Netto* suggested considering electronic means to hold meetings, disseminate information and enhance capacity building (i.e. webinars).

- **Improve mechanisms by which focal points can communicate their priorities**

*Paraguay* mentioned the need to identify Member Countries research priorities to guide research calls.

*Chile* added that there was not a clear mechanism for focal points to send national research priority requirements to the IAI.

*SPAC member Maria Netto* said that the SAC and SPAC had identified a lack of guidance from the CoP on which areas to prioritize. Changing the dynamics of CoP sessions and including an agenda item to work in specific groups to develop response and guidance to the SAC and SPAC may alleviate this situation.

*United States* supported the idea of having the COP more engaged in indicating research priorities and guidelines for future work, and suggested that Member Countries send a list of their research priorities prior to the next CoP. The EC with the assistance of the Directorate, the SAC and the SPAC, would check on overlapping issues and present a report to the CoP.

*SPAC Member Brigitte Baptiste*: IPBES-6 will be held in March 2018 in Colombia where the Assessment on Biodiversity in the Americas will be presented. The results will be shared with policy-makers and it could provide input for next CoP.

*CIIFEN* mentioned that priorities identified by existing networks in the region should be considered. In addition, the importance of disaster risk reduction, food security and water are key issues for research. The IAI may also wish to consider how to make data and information useful for decision makers.

The *Science Policy Director* indicated that the IAI Science Policy Office co-organized with the *Oficina Provincial para el Desarrollo Sustentable (OPDS)*, a Science Policy Prospective Meeting (South Cone) in Mar del Plata, December 2016. The workshop gathered researchers, policy makers, SPAC, students and other stakeholders. Themes addressed in IAI projects that were of interest to decision makers were: 1) health, climate and disease vectors; 2) land cover effect on water in landscapes, 3) forecasting and applications; 4) coastal and marine ecosystems and fisheries; and, 5) urban monitoring, public health.

- **Empower underrepresented regions**

*CIIFEN* mentioned the importance of using the experience of previous CRNs to empower underrepresented regions, suggesting that the IAI should consider niches with more impact potential but compromising less resources.

- **Project proposals should include information on their relevance**

*Brazil* said that research proposals should include information of the relevance of particular studies. Part of the project budget could be allocated to networking and synthesis.

*United States* mentioned that under the Belmont Forum, it might be possible to use the funds equivalent to the budget of one project to fund the synthesis of a research program.

#### 6.5. Co-designing the capacity building program of the IAI: training needs for the region

Chaired by María Netto, SPAC

*Marcella Ohira, Capacity Building Director*, presented a summary on the IAI capacity building program. The major mechanisms of the program are:

- 1) Fellowships for graduate students through science programs
- 2) Support to Technical Workshops through science programs
- 3) Professional development seminars. They are carried out by the IAI Directorate to fill the gaps identified in science programs and to reach out to inactive countries and increase the participation of some countries, mainly in Central America and the Caribbean.

The Seed Grants associated to training events have been very successful to integrate participants and professionals from most countries of the IAI. For example, in the last capacity building program, 68 professionals from 15 countries participated, many from small countries such as Guatemala, Dominican Republic and Paraguay.

*United States* mentioned that the NSF was interested in developing curricula for transdisciplinary training that could be used in different regions. NSF will issue a Call for Proposals on this and IAI is invited to submit a proposal.

*SAC Member Brigitte Baptiste*: IPBES also has a capacity-building rolling plan and suggested exploring a partnership.

- **Consider science policy links and training tools adapted to different levels (regional, national, local, etc.) and with a broad vision.**

*Colombia* suggested that the general training modules of the International Hydrological Program from UNESCO could be used from regional to local scales with the help of facilitators.

*Belmont Forum* mentioned the Project *Futuragua* as a good example of community involvement, where families were included in some project activities to collect data with researchers.

*Canada* cited the importance of promoting engagement with communities because people affected by global change should be part of the solution. Gender issues should also be considered.

*Panama* noted that the *Centro del Agua del Trópico Húmedo para América Latina y el Caribe* (CATHALAC) that helped two municipalities implement their own risk management plan was another example of community involvement. Transfer of information is crucial to ensure that relevant social actors can internalize the knowledge produced.

*CIESIN* suggested that households should be incorporated as decision makers in projects, (especially in local projects). This will also assist in drawing the interest of social scientists given that households and livelihoods are among their direct research interests.

- **Include stakeholders and capacity building since project design**

*The SAC Chair* suggested that project budgets should reserve funds to hire a communication specialist as part of the project.

*United States* noted that researchers should work with stakeholders beginning at the design phase of the project. Additionally, project calls should have a training mandate.

*Paraguay* said that, if possible, each project should include an environmental education component (i.e. for school students, for policy makers, post graduate courses in partnership with universities, etc.).

- **Keep institutional memory of projects**

*Colombia* noted that it is fundamental to have a memory of the funded projects to avoid having many projects without a connection or follow up. A project database is needed.

*United States* said that coordination function should be considered; i.e. have a group coordinating what is being done but also what has been done.

*CIIFEN* said that knowledge was lost sometimes as a result of institutional changes. *María Netto* agreed on the importance of tracking projects over time.

- **Work with science journalists**

*The Science-Policy Counselor* mentioned RedPop (Red de Popularización de la Ciencia y la Tecnología en América Latina y el Caribe, UNESCO) as an example of an initiative which brings together centers and programs for the popularization of science and technology. He suggested contacting journalists of this network to discuss publication of climate change related stories.

*United States* offered the contact with the Earth Journalists Network.

*IAI Executive Director*: The complementarity between the objectives of open science and capacity building was highlighted. Member Countries have obligations under different international agreements on indigenous peoples and local communities.

## 6.6. Overview of the main aspects of the workshop and closure

Chaired by Maria Uhle, EC

*The IAI Executive Director* summarized the main points expressed by participants:

- Align projects according to regional and national priorities.
- Strong consensus on the importance of social sciences, considering indigenous peoples and local communities, women, among others.
- Co-design of projects including SAC, SPAC, CoP Members, researchers, decision makers and stakeholders in general.
- Hold workshops with stakeholders, SAC, SPAC, and Member Countries.
- Revitalize SAC and SPAC in the co-design, evaluation, analysis and synthesis of projects.
- Partnerships with other international and non-governmental organizations.
- Safeguard and use the institutional memory of projects.
- Need to search for alternate sources of funding for the sustainability of the IAI.

*United States* (Paul Filmer, alternate representative) said that NSF considered the IAI as a high standard for other institutions and Member Countries should be proud of the work done by the IAI over the last years.

*Costa Rica* mentioned that the role of focal points in enhancing communication was crucial. Focal points should also inform the IAI on what is being done in their countries with project results. It is necessary to translate information generated in IAI projects to Spanish and colloquial language for dissemination to a larger audience.

*Panama* said that synergies with different donors and counterparts, including sub-regional levels, should be considered. CIIFEN added that strategic partnerships (i.e. for communication) should be established at the inception of projects.

The EC Chair and the IAI Executive Director thanked workshop participants for their input and discussions and closed the workshop.

The EC will recommend to the CoP that EC, CoP, SAC and SPAC documents be available without password on the IAI website.

*XLIII/7 – Access to official IAI documents*

Recommendations from the EC-SAC-SPAC Science-Policy Workshop: science and capacity building programs of the IAI: The Directorate will draft a long- term communication strategy and plan.

- The Directorate will draft a long- term funding strategy.
- Organize similar workshops at the margins of EC meetings-CoPs.
- Encourage proactive participation by country representatives.
- Member Countries focal points will send a list of research priorities prior to next CoP
- The Directorate will prepare an outreach brochure that will be updated on a yearly basis.
- Importance of payment of country contributions. Request to country representatives to work on this.
- Proactive action by focal points to identify country priorities. Focal points to report on IAI research project results in their countries.
- See how projects can enhance their capacity to communicate their results to stakeholders (perhaps have a specialist within the project, build strategic alliances).

*XLIII/8 – Recommendations from the EC-SAC-SPAC Science-Policy Workshop*

## **7. Report of the EC Chair**

The EC Chair reported on the activities directed to the EC by CoP-24 (Santiago, 2016). The EC, during its 42<sup>nd</sup> Meeting, took the following actions:

1. The EC charged the SAC, SPAC and the Directorate to identify the types of dissemination products that can be developed in terms of budget, effort, and time.
2. The EC, in honor of the 25<sup>th</sup> Anniversary of the IAI, agreed to focus on developing a strategic set of research priorities for the IAI. The first step in this process was to organize a workshop with EC members and interested CoP members along with the SAC and SPAC to explore these priorities (see item 6 in this report).
3. The EC was charged with the process of hiring the new Executive Director.

The IAI Executive Director search process was overseen by a 12-member committee consisting of representatives from various member countries as well as representatives from the SPAC, the SAC and the IAI Directorate Staff. After review of the teleconference

interviews, the committee invited 3 candidates for in-person interviews in Montevideo during the week of January 23, 2017. The search committee recommended Dr. Marcos Regis da Silva as the next Executive Director of the IAI, who was voted unanimously by Parties at the Special CoP in Panama City, Panama on March 9, 2017. Marcos Regis da Silva assumed his post on June 1st, 2017.

## 8. Report of the Implementation Committee for the Tripartite IAI Directorate

Maria Uhle, chair of the Implementation Committee for the Tripartite IAI Directorate, reported on the implementation of the three offices in Argentina, Brazil and Uruguay. The Implementation of the IAI tripartite governance continues.

*Montevideo:* the office is fully operational.

*Argentina:* In 2016, representation of Argentina to the IAI changed. Lino Barañao and Miguel Blesa (Alternate Delegate) are now serving on the IAI Executive Committee and on the Director Search Committee. Some details of the host country agreement are still under negotiation and the IAI Director will meet with the Argentinian representatives to finalize the agreement.

*Brazil:* The representative from Brazil has begun to work with the new Director to explore opportunities regarding the Science Development Directorate in Brazil. This function is critical to the IAI and negotiations are undergoing to find a workable solution that is beneficial to the IAI activities and takes advantage of the science leadership and excellence in Brazil.

## 9. Financial and budgetary matters

The Director for Finance and Administration presented the financial status, accounting for 18 February 2017 and contribution status to 30 April 2017 and Audit of year 2015 and 2016 (further details in Document 11 at [http://www.iai.int/wp-content/uploads/Finacial\\_Report-EC-CoP-v2\\_Jun17-3.pdf](http://www.iai.int/wp-content/uploads/Finacial_Report-EC-CoP-v2_Jun17-3.pdf)).

### 9.1 Overview of the Financial Status for FY 2015-2016

As of 30 April 2017, the IAI had collected 102% of the approved contributions for the fiscal year 2016/2017.

**Table 1. Core budget 2016/2017**

**Status of country contributions as of April 30, 2017 (amount in US\$)**

Country	Due as of 30 June 16	Contribution for FY 16-17	Paid - in 2016/2017 to be applied to:			Due as of 30 June 17
			Arrears	Current year	Advances	
Argentina	147,957	69,000		(69,000)		147,957
Bolivia	50,000	5,000				55,000
Brazil	460,000	120,000	(459,794)			120,206
Canada	47,339	173,000		(142,518)		77,821
Chile	3,000	8,000	(3,000)	(2,000)		6,000
Colombia	9,167	13,000		(8,991)		13,176
Costa Rica	(352)	5,000		(4,955)	(5,033)	(5,341)
Cuba	60,067	5,000				65,067
Dominican Rep.	95,000	5,000				100,000

Ecuador	10,000	5,000	(10,000)	(5,000)		-
Guatemala	95,000	5,000				100,000
Jamaica	60,000	5,000				65,000
Mexico	-	85,000		(85,000)		-
Panama	-	5,000		(4,915)	(5,000)	(4,915)
Paraguay	43,877	5,000	(9,724)			39,153
Peru	2,415	6,000	(2,415)	(6,000)	(26,286)	(26,286)
United States	156,060	831,000	(87,060)	(478,584)		421,416
Uruguay	4,700	5,000	(9,700)			-
Venezuela	90,000	45,000				135,000
<b>TOTAL</b>	<b>1,334,230</b>	<b>1,400,000</b>	<b>(581,693)</b>	<b>(806,963)</b>	<b>(36,319)</b>	<b>1,309,255</b>

The last fiscal year showed very positive results in the collection of contributions:

- Brazil has paid 3 of the 4 pending contributions.
- Peru advanced the equivalent of 4 contributions at the current level.
- Costa Rica paid all pending amounts and advanced the next contribution.
- Once the US contribution is fully disbursed, total collections will amount to US\$1,800,000.
- Strengthened financial position for the IAI.
- Still some smaller countries continue to accumulate pending contributions.

### Expenses

The following table shows the expenses at the close of February 2017 (eight months into the fiscal year). This comparison shows the status of the core budget compared to the actual expenses in the corresponding period (75% of the total approved budget).

**Table 2. Budget performance - July 2016 - February 2017 (amounts in US\$)**  
(YTD Budget is for 8 months – full budget for 16/17 is US\$1,416k)

Category	Actuals 2016/2017	YTD budget 2016/2017	Difference	%
Salaries & benefits	665,112	623,588	41,524	6.7 %
Travel & training	32,706	66,187	(33,481)	-50.6 %
Equipment	2,514	7,133	(4,619)	-64.8%
Operational costs	89,294	185,169	(95,856)	-51.8 %
Dissemination & outreach	30,756	26,000	4,756	18.6 %
Director's fund		36,000	(36,000)	-100.0 %
<b>Total</b>	<b>820,831</b>	<b>944,077</b>	<b>(123,696)</b>	<b>-13.1 %</b>

- At the close of February 2017, expenses were 13.1% lower than the 8-month budget, due to the effect of lower Travel, Operational Costs and the Director's Fund.
- Savings partially offset by Employee Benefits and Outreach activities.

### Cash balance and CB reserves

- Cash balance at the end of April 2017 was 178% higher than the balance in March 2016.
- CB funds are higher than the previous year due to the impact of extraordinary payments made by Brazil and other countries.
- Reserves at the end of April 2017 are enough to cover 7.5 months of operations or to cancel contractual obligations. With US committed funds, reserves cover 11.0 months of operations.



**Table 3. Cash reconciliation at the end of April-17 (amounts in US\$)**

	<b>Mar -16</b>	<b>Apr-17</b>	<b>Variance</b>
<i>Program funds</i>	60,412	533,824	783,6%
<i>IAI CB funds</i>	443,481	875,831	97,5%
<b>Total cash</b>	<b>503,893</b>	<b>1,409,656</b>	<b>179,8%</b>

**Internal controls and audit**

An audit report was received and there are no pending items on internal controls from the FAC or the External Auditors (more information in document 16 of the meetings webpage).

The EC accepted the Financial Statements as of 28 February 2017.

*XLIII/11 – Acceptance of Financial Statements as of 28 February 2017*

The EC accepted the Auditors' reports of the Financial Statements as of 30 June 2015, and 2016.

*XLIII/12 – Acceptance of auditors' reports of FY ending 30 June 2015 and 2016*

**9.2 Core Budget and country contributions for FY 2017-2018**

Rafael Atmetlla presented the core Budget Request for FY 2017-2018 (further details in Document 15 at <http://www.iai.int/wp-content/uploads/Budget-Request-17-18-v1-3.pdf>). The budget identifies the funds needed to maintain the current level of service and operations, including the monitoring of CRN3, implementation of a new SGP program, training activities and additional programs according to current plans.

The IAI Core Budget supports the operations of the Directorate, the Committees of the Conference of the Parties and Executive Council, and global initiatives on behalf of the IAI science communication and policy outreach. It represents approximately a quarter of the total budget administered by the IAI. The remainder are program funds that support activities coordinated and executed by the Directorate.

**Table 4: Core Budget Request Comparison 2017/2018-2016/2017, Summary by category (amounts in US\$)**

<b>Amounts in US\$</b>	<b>Fiscal year 2017-2018</b>	<b>Fiscal year 2016-2017</b>	<b>Difference</b>
<i>Salaries &amp; benefits</i>	959,202	935,382	23,280
<i>Travel</i>	99,280	99,280	-
<i>Equipment</i>	10,700	10,700	-
<i>Operational costs</i>	257,818	277,754	(19,936)
<i>Dissemination &amp; outreach</i>	39,000	39,000	-
<i>Director's fund</i>	54,000	54,000	-
<b>Total</b>	<b>1,420,000</b>	<b>1,416,116</b>	<b>3,884</b>

**Member Country contributions to the core budget**

For fiscal year 2017-2018, the IAI Directorate is proposing to maintain the level of contributions from the previous fiscal year.

**Table 5: Current contributions to CB by country (amounts in US\$)**

<b>Country</b>	<b>% (*)</b>	<b>Contribution</b>
Argentina	5.01	69,000
Bolivia, Plurinational Republic of	0.07	5,000
Brazil	8.73	120,000
Canada	12.63	173,000
Chile	0.55	8,000
Colombia	0.96	13,000
Costa Rica	0.13	5,000
Cuba		5,000
Dominican Republic	0.18	5,000
Ecuador	0.18	5,000
Guatemala	0.13	5,000
Jamaica	0.18	5,000
México	6.21	85,000
Panamá	0.13	5,000
Paraguay	0.20	5,000
Peru	0.42	6,000
United States	60.75	831,000
Uruguay	0.27	5,000
Venezuela, Bolivarian Republic of	3.27	45,000
<b>Fund Total</b>	<b>100.00</b>	<b>1,400,000</b>

(\*): This percentage represents the participation of each member country in the distribution of the operational costs of the Directorate according to the OAS Table of Contributions for 2001. The 26th EC requested contributions in multiples of US\$1,000 implemented in 2007

With the current forecast for contributions, IAI expects to fund 100% of the 2017/2018 budget, either by current year contributions or payments to previous year's contributions; however, IAI will continue to pursue the maximization of these funds and to get all member countries to participate in and contribute to the IAI's activities.

### **Three-year Core Budget (FY 17-18 / 18-19 / 19-20)**

The budget for 18/19 and 19/20 are for reference and planning purposes, and each year a three-year budget will be presented, however approval for each one is made yearly.

<b>Amounts in US\$</b>	<b>Fiscal Year 2017-2018</b>	<b>Fiscal Year 2018-2019</b>	<b>Fiscal Year 2019-2020</b>
Salaries & benefits	959,202	931,424	949,116
Travel	99,280	99,280	99,280
Equipment	10,700	15,000	10,000
Operational costs	257,818	371,404	348,974
Dissemination & outreach	39,000	45,000	50,000
Director's fund	54,000	60,000	60,000
<b>Total</b>	<b>1,420,000</b>	<b>1,522,108</b>	<b>1,523,140</b>

The EC accepted the Core Budget request for 2017-2018 and to maintain without changes the level of Country Contributions for 2017-2018. The decision will be forwarded to the CoP for approval.

*XLIII/10 – Core Budget Request and Country Contributions for FY 2017-2018*

### *9.3 Report of the Financial and Administrative Committee*

The EC Chair presented the report of the Financial and Administrative Committee (FAC) on behalf of its chair, Will Smith.

The FAC received and has reviewed the IAI's core budget request for the coming fiscal year, and recommends that the Executive Council forward it to the Conference of the Parties for approval. The FAC found the request to be responsive to the evolving nature of IAI operations, and that the proposed expenses were reasonable and appropriate. The budget proposes no increase in country contributions for the coming year with expenses roughly steady at about \$1,400,000.

**Audit report:** The Auditors' report covering fiscal year 2015-16 gave an unqualified opinion that the IAI's financial statement presented fairly in all material respects the financial position of the IAI. The report commends IAI for again receiving an unqualified audit opinion.

**Country contributions:** As an international organization, the IAI relies on the voluntary contributions of its members to support day-to-day operations and oversee research activities. IAI staff will present more information on the status of contributions and arrears.

**FAC membership:** The FAC is a Committee of the Executive Council, and has typically a charter renewed every two years. Membership on the FAC is established by country instead of by individual, and all countries are invited to participate. Of note, membership has slowly dwindled so that the FAC is now only composed of a single individual from the United States of America.

The Financial and Administrative Committee (FAC) is open for new members. This Committee has only one member.

*XLIII/13 – Membership of the Financial and Administration Committee (FAC)*

## **10. Approval of items to be forwarded to the CoP**

The EC Chair noted that few responses had been received so far to the invitations sent out to national, regional and local funding agencies in the Americas to establish the Inter-American Forum of Funding Agencies, a regional partnership to fund IAI projects. The Belmont Forum Information Days may provide a good opportunity to move the initiative further.

**Director for Science Programs:** Eleven countries have circulated the invitation among their organizations. Efforts will be renewed to turn expressions of interest into concrete participation.

**Colombia:** Given the changing international situation, the IAI should try to identify other funding sources. Fundraising should be another indicator of management for the Directorate.

*United States:* In addition to the core budget funds, funding of IAI science programs also comes from the US. The delegate encouraged member countries and the Directorate to look for innovative ways to raise the money to work together.

*Executive Director:* There is a global trend of governments retreating from funding international agencies, which are requested to seek alternate sources of funding.

The importance of having the IAI and funding agencies from IAI member countries participating in the Belmont Forum Americas Information Days was highlighted several times during the sessions.

Decisions and actions to be forwarded to the CoP are 3 to 13.

*XLIII/14 – Decisions and actions for CoP-25*

## **11. Adjournment**

The EC Chair thanked Colombia for hosting the meeting. She also thanked all representatives from countries and local embassies, the IAI staff and the interpreters. The meeting was adjourned.

## Annex I – Decisions and actions



INTER-AMERICAN INSTITUTE FOR GLOBAL CHANGE RESEARCH

IAI/EC/43/3/Approved

### Forty-third Meeting of the Executive Council (EC) of the IAI Bogotá, Colombia, 12 June 2017

#### Decisions and actions

##### ***XLIII/1 – Agenda of the EC***

The EC approved the Agenda of its 43<sup>rd</sup> meeting.

##### ***XLIII/2 – Minutes of EC-41 and EC-42***

The EC approved the Minutes of its 41<sup>st</sup> and 42<sup>nd</sup> meetings.

##### ***XLIII/3 – Committee to recommend candidates to the Science Advisory Committee (SAC)***

The EC decided that the members of the Committee to recommend candidates for the election of members to the Scientific Advisory Committee (SAC) would be Brazil, Paraguay, and United States. The report will be presented at the CoP.

##### ***XLIII/4 – Committee to recommend candidates to the Science-Policy Advisory Committee (SPAC)***

The EC decided that the members of the Committee to recommend candidates for the election of members to the Science-Policy Advisory Committee (SPAC) would be Chile, Colombia, and United States. The report will be presented at the CoP.

##### ***XLIII/5 – Member Country data-sheets***

The EC directed the Directorate to post individual member country data-sheets on the IAI website informing on the benefits the country receives from the IAI and the contributions from the country to the Institute.

##### ***XLIII/6 – Open data policy and principles***

The EC will recommend the CoP to define and establish an open data policy and principles.

##### ***XLIII/7 – Access to official IAI documents***

The EC will recommend the CoP that EC, CoP, SAC and SPAC documents be accessible without password on the IAI website

##### ***XLIII/8 – Recommendations from the EC-SAC-SPAC Science-Policy Workshop***

Recommendations from the EC-SAC-SPAC Science-Policy Workshop: science and capacity building programs of the IAI:

- The Directorate will draft a long- term communication strategy and plan.
- The Directorate will draft a long- term funding strategy for the IAI.
- Organize similar workshops at future EC-CoPs.
- Encourage proactive participation of country representatives in IAI meetings and in the identification of country and regional priorities

- Focal points will send a list of research priorities prior to next CoP
- The Directorate will prepare an outreach brochure that will be updated on a yearly basis.
- Importance of payment of country contributions. Request to country representatives to work on this.
- Focal points to report on IAI research project results in their countries and work for the timely payment of country contributions.
- See how projects can enhance their capacity to communicate their results to stakeholders (perhaps have a specialist within the project, build strategic alliances).

***XLIII/9 – Participation in the Belmont Forum Americas Information Days***

The EC decided to recommend CoP representatives to contact funding agencies within their countries to participate in the Belmont Forum Americas Information Days in Sao Paulo, Brazil, in the first week of November 2017.

***XLIII/10 – Core Budget Request and Country Contributions for FY 2017-2018***

The EC accepted the Core Budget request for 2017-2018 and to maintain without changes the level of Country Contributions for 2017-2018. The decision will be forwarded to the CoP for approval.

***XLIII/11 – Acceptance of Financial Statements as of 28 February 2017***

The EC accepted the Financial Statement as of 28 February 2017.

***XLIII/12 – Acceptance of auditors' reports of FY ending 30 June 2015 and 2016***

The EC accepted the Auditors' reports of the Financial Statements as of 30 June 2015 and 2016.

***XLIII/13 – Membership of the Financial and Administration Committee (FAC)***

The Financial and Administrative Committee (FAC) is open for new members. This Committee has only one member.

***XLIII/14 – Decisions and Actions for CoP-25***

Decisions and actions to be forwarded to the CoP-25 are 3-13.

**ACRONYMS**

CoP	Conference of the Parties/ Conferencia de las Partes
CAF	Latin American Development Bank / Banco de Desarrollo de América Latina
CATHALAC	Centro del Agua del Trópico Húmedo para América Latina y el Caribe
CBD /CDB	Convention on Biological Diversity / Convenio sobre Diversidad Biológica
CIESIN	Center for International Earth Science Information Network / Centro para la Red Internacional de Información en Ciencias de la Tierra
CIIFEN	Centro Internacional para la Investigación del Fenómeno de El Niño
CRN	Collaborative Research Network Program/ Programa de Redes de Investigación Cooperativa
CONICET	Consejo Nacional de Investigaciones Científicas y Tecnológicas (Argentina)
EC/ CE	Executive Council / Consejo Ejecutivo
FAC	Comité de Finanzas y Administración (del CE) / Financial and Administrative Committee (of the EC)
FAPESP	Fundação de Amparo à Pesquisa do Estado de São Paulo (Brasil) / Foundation for Research Support of the State of São Paulo
IADB	Inter-American Development Bank / Banco Interamericano de Desarrollo
INPE	Instituto Nacional de Pesquisas Espaciais – Brazil
LATU	Laboratorio Tecnológico del Uruguay / Technological Laboratory of Uruguay
ICSU	International Council for Science / Consejo Internacional para la Ciencia
IPBES	Intergovernmental Platform on Biodiversity & Ecosystem Services/ Plataforma Intergubernamental sobre Biodiversidad y Servicios Ecosistémicos
MinCyT	Ministerio de Ciencia, Tecnología e Innovación Productiva, Argentina / Ministry of Science, Technology and Innovative Production, Argentina
NSF	National Science Foundation – United States
OAS / OEA	Organization of American States / Organización de Estados Americanos
OPDS	Oficina Provincial para el Desarrollo Sustentable (Buenos Aires, Argentina)
PDS	Professional Development Seminar /Seminario de Desarrollo Profesional
PI	Principal Investigator / Investigador Principal
SAC	Scientific Advisory Committee / Comité Asesor Científico
SGP	IAI Small Grant Program / Programa de Pequeños Subsidios (IAI)
SCRP	Standing Committee for Rules and Procedures (of the CoP) / Comité Permanente de Reglas y Procedimientos (de la CoP)
SDGs	UN Sustainable Development Goals/ Objetivos de Desarrollo Sostenible de la ONU
SPAC	Science Policy Advisory Committee / Comité Asesor en Ciencia y Políticas
UNFCCC/CMNUC C	United Nations Framework Convention for Climate Change / Convención Marco de las Naciones Unidas sobre el Cambio Climático
UN/ONU	United Nations / Organización de las Naciones Unidas
UNESCO	United Nations Education, Scientific and Cultural Organization/ Organización de las Naciones Unidas para la Educación, la Ciencia y la Cultura