

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



**EC-XXII & CoP-XIII**

*May 22-24, 2006*

*Venezuela*

**Minutes of the CoP-XII**

**4\_CoPXIII/DWD/English/April 5, 2006**

**Minutes of the Twelfth Meeting of the IAI Conference of the Parties (CoP)  
Montreal, Canada, 5-6 May 2005**

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Note: This report is not strictly chronological record. For completeness, greater clarity and readability the IAI Directorate has grouped discussions of an agenda item together under the first occurrence of the topic.

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**12<sup>th</sup> Meeting of the IAI Conference of the Parties (CoP)  
May 5-6, 2005 – Montreal, Canada**

**Agenda**

<b>Thursday – May 5, 2005</b>	<b>Day 1</b>
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**- Morning Session (08:30 – 12:00)**

08:30 – 09:00 Registration

Organizational Issues:

- *Election of the CoP Bureau*
- *Election of the Credential Committee*

Approval of the Agenda

Approval of the Report of the 11<sup>th</sup> Meeting of the CoP

10:30 – 10:45 Coffee – Break

Presentations

- Parties to the Agreement
- Observers

Report of the Credentials Committee

12:00 Lunch

**- Afternoon Session (02:00 – 06:00)**

Report of the IAI Directorate

- *Summary of the presentation made during “20<sup>th</sup> EC meeting;*
- *Annual Program for FY 2005-2006;*
- *Core Budget for FY 2005-2006;*
- *Country Contribution for 2005-2006*

**John Stewart**

04:30 – 04:45 Coffee – Break

Report of the EC Chair

- *Activities charged to the EC by the CoP at its last meeting;*
- *EC activities, actions and decisions;*
- *Country contributions for 2005-2006.*

**Adrián Fernández**

Donor's Session

Friday – May 06, 2005

Day 2

**- Morning Session (09:00 – 12:00)**

IAI External Review Committee

**Adrián Fernández**

CLARIS Presentation

Approval of other items forwarded by the 20<sup>th</sup> EC meeting

Report of the Committee to recommend final candidates for the election of the IAI Scientific Advisory Committee (SAC) members

Election of new SAC members

Report of the IAI Director Search Committee

Election of the IAI Director

Approval of the Action List of Day 1

Future meeting and sites

Adjourn

**1. Opening Session**

Michel Belánd, Director of the Meteorological Service of Canada, opened the Twelfth Meeting of the IAI Conference of the Parties (CoP) on behalf of the Minister of the Environment of Canada and welcomed the CoP delegates, observers, and members of the IAI staff to the meeting.

Participants at the meeting were:

CoP Country Representatives

- Argentina: Carlos Ereño, Arturo G. Bothamley
- Brazil: Maria Assunção Faus da Silva Dias, Marcela M. Nicodemos
- Canada: Michel Bélánd, Don MacIver, Louis Grittani
- Chile: Pablo Romero
- Colombia: Carlos Costa Posada
- Costa Rica: Paulo Manso Salgado
- Cuba: Bárbara Garea
- Guatemala: Ana Luisa Noguera (morning session of day 1)
- Jamaica: Michael Taylor
- Mexico: Adrián Fernández Bremauntz, Arnoldo Matus Kramer
- Panama: Zoila Aquino
- Paraguay: Susana Morínigo
- United States: Margaret Leinen, Paul Filmer, Vanessa Richardson, Louis Brown, Barbara De Rosa-Joynt, Chester Koblinsky
- Venezuela: Nuris Orihuela

Observers

- Sherburne Abbot, Lars Bromley, Elvia Niebla, AAAS
- Michale Bedoya, IICA
- Bruno Locatelli, Centro Agronómico Tropical de Investigación y Enseñanza (CATIE)

### Special Invitees

Walter Fernandez Rojas (IAI SAC Chair)

### IAI Directorate Staff

- John W. B. Stewart (Interim Director),
- Gerhard Breulmann (Scientific Officer),
- Marcella Ohira (Training, Communication and Outreach Officer)
- Silvio Bianchi (Administrative and Financial Officer),
- Luis Marcelo Achite (IT Manager),
- Luciana O. Queiroz Ribeiro (Assistant to the IAI Directorate)
- Elvira Gentile (support to the IAI Directorate).

### Local Staff

Serge Nadon, Milly Cayo, Martin Chartrand, Bernard Cloutier, James Scharf, Indra Fung Fook

## **2. Election of Bureau**

The CoP elected the following members as the Bureau for its Twelfth Meeting: Michel Béland from Canada as Chair, Nuris Orihuela from Venezuela as the First Vice-Chair, and Carlos Ereño from Argentina as the Second Vice-Chair (*Action 1 – Day 1*)

## **3. Election of the Credentials Committee**

The CoP elected the following Parties to integrate the Credentials Committee: USA (Chair), Jamaica, and Brazil, who shall serve for a period of two years (*Action 2 – Day 1*)

## **4. Approval of the Agenda**

The CoP approved the agenda of its Twelfth Meeting with the following modifications:

- a) The report of the IAI Director Search Committee will be presented in the Morning Session of Friday, May 6, 2005
- b) In the morning session of Friday, May 6, 2005, after the coffee-break, two additional items will be discussed: the new membership of the FAC and the new composition of the IAI Newsletter Editorial Board. (*Action 4 – Day 1*)

## **5. Approval of the Report of the 11<sup>th</sup> CoP Meeting**

The CoP approved the report of its Eleventh Meeting with one modification: In the items regarding the election of the SAC and EC members it was suggested to eliminate the explicit record of voting and include only final results. (*Action 5 – Day 1*)

## **6. Country Presentations**

The CoP Chair asked all Parties to introduce themselves. Each country delegation made a brief presentation concerning global change aspects in their countries. The observers also described the work of their institutions related to global environmental change issues.

## 7. Report of the Credentials Committee

The Accreditation Committee informed the CoP that 13 delegations had submitted the official credentials to participate in the meeting: Argentina, Brazil, Canada, Chile, Colombia, Costa Rica, Cuba, Jamaica, Mexico, Panama, Paraguay, the USA, and Venezuela. (*Action 6 – day 1*)

## 8. Report of the IAI Directorate

The IAI Interim Director summarized his presentation to the EC-XX (Document 6) and submitted the following items for the CoP approval:

- 1) Budget for FY 2005/2006 and Country Contributions for 2005/2006 (Document 9) and
- 2) the Annual Program for 2005/2006 (Document 11)

A Powerpoint file of his presentation is available at: [www.iai.int/meetings/institutional](http://www.iai.int/meetings/institutional), 20th meeting of the EC – 12th meeting of the CoP

### 8.1. Summary of the presentation made at EC-XX

Dr. Stewart stressed that it had been very developmental period for the IAI in spite of the hiccups in management.

He said that up to now the IAI had examined the quality of scientific output and had evaluated training programs and summer institutes. Both science programs and outreach training courses have been successful and outstanding. Therefore, according to him, the next challenge for the IAI was to assess how relevant the IAI science and training program were to society (politicians and stakeholders in general).

He also referred to the concept of Science for sustainable development (by Gilbert Glasser), which is defined as a "Balance of Three Pillars": social well-being, economic prosperity, and environmental protection for the benefit of present and future generations. In this sense, scientific knowledge is needed to underpin sustainable development policies; decision makers need policy relevant research that provides applicable results; and research agendas must be defined through broad based participatory approaches involving those in need of scientific information and advice (those in need range from farmers, through business/industry and national legislators and ministries, to regional and global organizations and bodies)

In this sense, Dr. Stewart mentioned the output of the CRN-I Projects, which were nearing completion and had produced excellent science. He said that several of the CRN-I Projects had successfully combined good science with effective policy development (e.g. CRN 12 about Biological Diversity) and others had successfully combined good science with effective links to shareholders (e.g. CRN 9 about Land use in semi-arid lands and CRN 31 on Vulnerability)

He first summarized the ***Directorate Activities during July-December 2004*** (under Dr. Gustavo V. Necco's administration):

- Launching of the second Round of the IAI Collaborative Research Network (CRN-II): development and strengthening of procedures and rules to adequately manage the second round of the CRN.
- IAI Manuals and administrative procedures reviewed and updated (Project Management Manual and improved Grant Agreement in process)
- Two successful IAI Institutes were implemented, one in Mexico (on urbanization and global environmental change) and one in Costa Rica (on food systems and globalization)
- Agreements with other Institutions:
  - Memoranda of Understanding (MOU) with CIIFEN (Centro Internacional de Investigación sobre el Fenómeno de El Niño, Ecuador) and DIVERSITAS
  - Discussions with CPTEC/INPE to have this center as an Affiliated Research Institution to IAI.

- Exhibit at the Tenth Conference of the Parties of the UN Framework Convention on Climate Change (UNFCCC), Buenos Aires: thanks to the collaboration of the Mexican delegation, the IAI had the opportunity to present an exhibit to distribute information materials
- Revision of the IAI Web Page
- Publication “The First 10 Years of IAI: Observing, measuring, understanding and documenting changes in the Earth environment of the Americas”(Eng. Spa. Port.)
- Synthesis and Publication of the ISP results: draft version under review
- Lecture series at INPE
- Administrative Workforce problems: discussions with local authorities about the new contractual transaction that affected negatively their salaries. An interim arrangement was agreed to temporarily palliate the situation.

He then passed on to the ***Directorate management efficiency from January 2005*** and mentioned the following topics:

- A team of Senior Managers from NSF visited the IAI in mid-January 2005. The IAI Officers were able to take advantage of their experience to reorganize personnel and project manuals and procedures. The IAI Interim Director also thanked the FAC members for their support to the IAI Directorate.
- The IAI website was updated and the new IAI DIS was under implementation
- An on-line submission system was implemented for the new CRN-II program

As to ***Science activities***, he reported about the following programs:

***First Round of the IAI Small Grant Program (SGP I)***

The total grant for this Program was US\$ 380 K and that it supported 16 one-year projects (*max US\$ 30K each*). The Final Report to NSF was submitted in January 2005 and approved on 9 Feb. 2005.

***Second Round of the IAI Small Grant Program (SGP II)***

The total grant for this Program was US\$ 628,000 and that it supported 22 projects with a duration of 12-18 months. He informed that three Final Reports had been received in April 2005 and that the project completion was estimated in February for 2006. He also mentioned there were two ‘inter-regional’ projects IAI-APN.

***First Round of Collaborative Research Network (CRN I)***

The projects were in their final year and that NSF had approved a no-cost extension until May 2006 (all projects requested no-cost extensions).

He said that two Final Technical Reports had been received and were under review (*CRN 009 and CRN 047*). He mentioned that Document 8 contained one-page summaries of the projects and that a highlight progress could be found in the IAI Annual Report 2003-2004, p. 67-77

Regarding *CRN-I Synthesis*, he explained that IAI had made an application to one of ICSU committees, the Scientific Committee on Problems of the Environment (SCOPE) for assistance in synthesizing and assessing the CRN-I program. It was decided to bring the CRN PIs and some other projects PIs to a synthesis meeting in November 2005 under the title of “Bridging the Gap between Science & Decision Makers, integrating lessons from 10 years of IAI science projects”

***Second Round of Collaborative Research Network (CRN II)***

The IAI Interim Director reported on the status of the CRN II. The IAI Proposal (US\$ 10.4 Mio.) was submitted to NSF on 13 August 2004 and the Call for Proposals was launched on 13 September 2004.

He explained that the CRN-II application process had two Phases:

***1. Pre-proposals – with Deadline on 20 October 2004***

- 93 pre-proposals received requesting a total of US\$ 80.14 million.
- Pre-proposal information sent to Country Delegates.
- After SAC review: 35 pre-proposals were formally invited to submit full proposals (*original plan was to invite 25*).
- Results communicated to pre-proposal PIs in late November 2004.

***2. Full Proposals***

- Call launched on 14 December 2004, deadline 23 March 2005.

- 37 full proposals received (34 invited; 3 non-invited) requesting a total of US\$ 33.3 million.
- 13 proposals came from SGPI & SGPII.
- Full 3-step peer review process (mail, panel, IAI SAC):
  - At the time of the EC meeting, they were under mail review (20 June 2005); 232 reviewers approached, 152 replies (55 negative; 97 positives);
  - Panel Review scheduled for 19-22 July 2005;
  - SAC evaluation scheduled for (26-28 July 2005).

Dr. Stewart also presented information regarding the thematic distribution of full proposals:

IAI Science Agenda Theme	Primary Theme	Secondary Theme
I. Understanding Climate Change Variability in the Americas	9 (24.3%)	5 (13.5 %)
II. Comparative Studies of Ecosystems, Biodiversity, Land Use and Land Cover and Water Resources in the Americas	14 (37.8 %)	6 (16.2 %)
!!!. Understanding Global Change Modulations of the Composition of the Atmosphere, oceans and Fresh Waters	6 (16.2 %)	5 (13.5 %)
IV. Understanding the Human Dimensions and Policy Implications of Global Change, Climate Variability and Land Use	7 (18.9 %)	17 (46.0 %)
V. Cross-cutting issues	1 (2.7 %)	4 (10.8 %)
<b>Total</b>	<b>37 (100%)</b>	<b>37 (100%)</b>

### **Training, communications and outreach activities**

Dr. Stewart reported on the two institutes held in 2004:

*IAI Institute on Urbanization and Global Environmental Change in Latin America (September 27-October 8, 2004, Mexico City, Mexico)*

*Participants: 24 from 11 IAI Countries*

It received a financial support from IHDP (US\$10K, which were transferred directly to IAI) and Mexico's National Institute of Ecology (INE) (approximately US\$10K) in addition to complementary in kind contributions of the latter. Other fundraising efforts were undertaken through contacts with UNEP in Mexico to co-sponsor this activity. The total of financial resources leveraged were US\$20,000.

*IAI-IHDP Global Environmental Change Institute on Food Systems and Globalization: Scientific Workshop and Science-Policy Forum (October 24-November 5, 2004, Nicoya, San José, Costa Rica)*

*Participants: 25 (14 Latin American) from 9 IAI Countries*

It received a considerable financial support from IHDP (US\$20,000), Research Council of Norway (US\$18,800), APN (US\$15,000), ISSC (US\$ 5,000) and IICA (US\$3K). The IAI resources (US\$50,000) funded the participation of scientists, decision-makers and guest-lecturers from IAI member countries, in addition to logistical arrangements and the production of a book. This book will include the proceedings of the Training Institute in addition to some papers on the theme of Food Systems and Globalization. Total of financial resources leveraged were US\$61,800.

Important in-kind contributions were obtained from other partner organizations and collaborators. These contributions were mainly for support of staff salaries, communications, facilities, equipment, materials and supplies, etc). An estimation of the in-kind contribution is as follows: IHDP (US\$ 44,000), CICERO (US\$22,000), Rutgers University (US\$10,000), NEF and OdD/UCR (US\$1,600), FAO (approximately US\$4,000) and CRRH (approximately US\$3,000). Total of estimated in-kind contributions were US\$84,600.

The *Science Policy Forum* audience included participants of the Training Institute, representatives from governmental agencies, NGOs, private sector, international organizations, universities, etc. The Forum exposed participants to multiple aspects of interaction of science-policy; fostered communication with policy makers and the reactions were highly positive. The future outcome of the forum would be the publication of a book on Food Systems/Security and Globalization in English, Spanish (with remaining resources).

Dr Stewart then informed that the scheduled Institutes for 2005 were:



1. Vulnerability Associated with Climate Variability and Change in the Americas (October 17-28, 2005, Asunción, Paraguay)

Local organizer: National University of Asunción (country representative: Genaro Coronel)  
Program Coordinator: Luis José Mata, ZEF, IPCC (Venezuela/Germany)

2. Climate and Health (November 7-18, 2005, Kingston, Jamaica)

Local Organizer: West Indies University (country representative: Anthony Chen)  
Program Coordinator: Joan Aron, USA (CRN);

Funding Availability: US\$ 330K from an NSF grant. Other fundraising efforts would be carried out throughout the year. He also announced that the IAI planned to launch a Seed Grants Program at the end of the Institutes (up to 10 awards to groups of Institute participants) to support a follow up and assessment of impact activity.

3- 2005 Summer School on Integrated Resource Management in the Tropics: Discussions being held with the University of Goettingen regarding a multi-year summer school to be held in Germany mainly for students and researchers from South and Central America

The IAI Interim Director also reported that the recent publications of the Institute were:

Newsletter # 35 and 36, and  
Annual Report 2003-2004: Published in April 2005

**IAI DIS (Data and Information System)**

Dr. Stewart reminded the delegates that IAI had contacted the ORNL (Oak Ridge National Laboratory, USA) to upgrade the IAI DIS and announced that the new DIS website was running since April 14th, 2005. He also said that the IAI-DIS was fully integrated with the LBA-DIS and could be also integrated with other groups as requested.

He explained that the new system is structured in 3 main mechanisms: DIS Metadata Editor, DIS Search Process and DIS Harvest Process and that was an easy integration with other "actors" of the Mercury Consortium (it is a Consortium for the Mercury Project, a web based metadata search and data retrieval system, used by different institutions for data dissemination). The cost for the IAI is US\$15K per year to participate in the Consortium.

The IAI DIS can:

- provide a single portal to information produced within the IAI scientific programs;
- provide fielded, spatial, and temporal search capabilities;
- allow individuals and database managers to distribute their data while maintaining complete control and ownership;
- leverage investment in existing information systems and research; and specially
- KNOWLEDGE MANAGEMENT (organize pieces)

He added that under CRN II there would be a contractual obligation for all projects to contribute metadata and real data to the IAI DIS.

**Financial matters**

The IAI Interim Director said that the AFO had already reported on the Audit Report to the EC-XX and that the EC had approved it.

As an Overview of the Financial Status of the Institute, he mentioned that approximately 90% of the Country dues for 2004/2005 had been collected. Mexico prepaid part of 2005-2006 and several Countries paid back dues. However, several countries were not still engaged with the IAI.

The IAI Interim Director pointed out that the host country (Brazil) had experienced a cost of living inflation of 12.4 % in 2004. Therefore, the costs incurred by the IAI Directorate for living costs (i.e. rentals and food) and transportation (i.e. airfare and gasoline) had increased while the purchasing

power in terms of the U.S. Dollar had fallen due to the lower exchange rate of the U.S. currency (~ 10-15% change in terms of local currency). As a result, reserves slightly decreased.

The IAI Directorate expected to close the fiscal year with small savings in the core budget but difficulties were foreseen in 2005/2006 when the Institute would return again to a full complement of officers with the appointment of a Program Manager and changes in both exchange rates and inflation.

He also talked about the efforts made at the IAI Directorate in order to streamline the administrative processes and mentioned the *Employee Handbook* (final stage of revision), the *Project management manual* and the new *Grant Agreement* (in process), the *Contracting and procurement manual* (first draft circulated to the FAC on April 27, 2005), and the *Accounting manual* (scheduled for November 2005).

### **8.2. Core Budget Request for FY 2005/2005 and Member Country Contributions for 2005/2006**

First, the IAI Interim Director explained that the Core Budget Request was for 2005-2006 only, as the New Director should be free to propose a three-year budget at the next EC/CoP.

The factors considered in the IAI Budget Request were: program costs; salaries & benefits; staff and SAC travel; and dissemination activities. He also mentioned that other Influences affecting the budget were: appointment Costs, local inflation and the US\$ exchange rate

As to the *Effect of Salaries & Benefits on the Budget Request* he explained that during 2005 the IAI would have to face the relocation costs of the new IAI Director and the Project Manager and the home leave of 2 Officers. Besides, he pointed out that the inflation in the host Country plus the depreciation of the US dollar vs. local currency had decreased the purchasing power.

The IAI Interim Director also proposed base salary 2% increase in 2005-06 for the six international positions and two locally hired staff. He stated that although IAI contracts provided for up to 5 % increase annually, salaries had remained level in terms of US dollars and had been adjusted only once by 3% in July 2002 in the last 5 years. In addition, to account for the high rate of local inflation and the tremendous loss of purchasing power, the IAI Director -after consultation with the FAC- proposed to the EC a 13% Post Adjustment (temporary measure that would be reassessed each year as the US\$ value could increase and local inflation decrease).

As to the other influences on Core Budget, Staff Travel Costs showed no changes in the budget request since it was planned to use more Conference Calls and IT linkages for help in reduction of meeting costs. Regarding Dissemination Costs, it showed a reduction of US\$ 11,536 in the budget request because the Newsletter was reduced to 3 issues per year and Training and Outreach programs would use more IT output. As to miscellaneous costs (Staff Training, Professional Services, Executive Council Working Groups & and SAC Travel) they would be reduced where feasible and alternate funding would be sought.

The Table with the ***Budget Request for Fiscal Year 2005/2006*** presented by the IAI Director is as follows:

<b>Category</b>	<b>Forecast 2004-2005</b>	<b>Request 2005-2006</b>	<b>Difference</b>
Salaries & Benefits	601,883 (*)	694,505	92,622
Staff Travel	79,100	79,100	0
Other Costs	115,336	103,800	(11,536)
Dissemination Activities	72,000	65,000	(7,000)
Director's Fund	60,000	60,000	0
Equipment	10,000	10,000	0
	<b>\$ 938,319</b>	<b>\$1,012,405</b>	<b>\$74,086</b>

(\*) The 11<sup>th</sup> CoP meeting originally approved 564,431 for Salaries and Benefits. The increase to 601,883 is due to the termination costs of Dr. Gustavo Necco.

When Dr. Stewart presented the proposed change in **Member Country Contributions**, he clarified it was for one year only and not for a three-year term as in previous submissions. This was deliberate in that it would allow the new Director greater flexibility for planning activities for the next three-year cycle.

The table showed by the IAI Interim Director illustrated both the present level of contribution approved by the CoP in Mérida, Mexico (with the later addition of the newly-ratified country of Bolivia) and the new request for 2005-2006 (overall increase of 7.4 % in the Contribution level).

Table of Contributions for 2005-2006

	% (*)	Present Contribution	New Contribution	Difference
Argentina	5.01%	45,000	50,000	5,000
Bolivia	0.07%	5,000	5,000	0
Brazil	8.73%	80,000	85,000	5,000
Canada	12.63%	115,000	125,000	10,000
Chile	0.55%	5,000	5,000	0
Colombia	0.96%	10,000	10,000	0
Costa Rica	0.13%	5,000	5,000	0
Dominican Republic	0.18%	5,000	5,000	0
Ecuador	0.18%	5,000	5,000	0
Guatemala	0.13%	5,000	5,000	0
Jamaica	0.18%	5,000	5,000	0
Mexico	6.21%	55,000	60,000	5,000
Panama	0.13%	5,000	5,000	0
Paraguay	0.20%	5,000	5,000	0
Peru	0.42%	5,000	5,000	0
Uruguay	0.27%	5,000	5,000	0
USA	60.75%	550,000	595,000	45,000
Venezuela	3.27%	30,000	30,000	0
Cuba		5,000	5,000	0
	100%	945,000	1,015,000	

(\*): 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. As per Art. XIII of the IAI Agreement, the contributions shall be in multiples of US\$5,000. Actual participation rate relative to the budget total may be different.

The IAI Director finally showed the table of cash flow (in US\$). The Assumptions considered in the cash flow were: Initial Reserves as of June 30, 2005 was \$605,281, 90% of the committed contributions will be collected, and 100% of the budget will be spent.

*Table of Cash flow:*

Reserves as of June 30, 2005 (estimated)	\$605,281
Expected Incomes 2005/06	\$915,000
Forecasted Expenses 2005/06	(\$1,012,405)
Commitments as of June 30, 2004	(\$40,000)
Reserves as of June 30, 2006	\$467,876

### **8.3. Annual Program for FY 2005/2006**

John Stewart presented the Document "Annual Program for 2005/2006" (Document 11) which covered institutional activities, scientific programs, capacity building activities, co-sponsorship (meetings/scientific or training events, relations with other institutions, fund raising), outreach and communications, data an information system and administrative and financial aspects. He clarified that the Annual Program was an estimate, because daily activities generally changed quickly at the IAI Directorate.

**Mexico** congratulated the IAI Director for his work and expressed that it was necessary to support this budget for the start up of a new stage with a new IAI Director.

**USA** (Margaret Leinen) congratulated the IAI Interim Director for his strong enthusiasm and for the plans for the future. She expressed that, in spite of the fact that it was a difficult year for NSF, the USA delegation was happy to contribute to the proposed new core budget. She also thanked the EC Chairman, the IAI Interim Director, and the IAI Directorate staff for their enthusiasm and for their hard work during the last period.

**Canada** also expressed their appreciation to John W. B. Stewart and shared the views of Mexico and USA

**Brazil** reaffirmed the support of INPE to the IAI and committed to contribute in increasing IAI visibility, especially in Brazil.

**Argentina** also expressed satisfaction with the IAI work plan and congratulated the IAI Director. He stated that even though he still did not know the opinion of his authorities regarding the increase in the country contribution, the Argentine government would support the budget.

The CoP approved the *Core Budget Request for Fiscal Year 2005-2006 and Member Country Contributions for 2005-2006* (Document 9). (Action 7 – Day 1)

The CoP approved the *IAI Annual Program 2005-2006* (Document 11) (Action 8 – Day 1)

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

Adrián Fernández Bremauntz, EC Chairman, reported to the CoP Delegates on the activities, actions and decisions of the EC and on the activities charged by the CoP at its last meeting in Buenos Aires (CoP XI).

He first referred to the following actions emerging from EC XIX and CoP XI:

<b>Action</b>	<b>Status</b>
The EC recommended the IAI Directorate to make a last effort to recover the CRN 038 project funds before initiating legal action against CATHALAC and inform the	<ul style="list-style-type: none"> <li>▪ Initial contact between the previous IAI Director, Gustavo Necco and the CATHALAC Director, Dr. Sempris, during AIACC meeting in Buenos Aires. CATHALAC agreed that the remaining funds of the</li> </ul>

<p>EC about the efforts made.(Action 12 – day 2, EC XIX)</p>	<p>IAI should be returned.</p> <ul style="list-style-type: none"> <li>▪ EC Chair sent a letter to Dr. Sempris in December 2004 reminding him of his informal agreement with Dr. Necco and asking him to contact the new interim Director, Dr. John Stewart</li> <li>▪ Dr John Stewart received 50 % of the total amount of funds (25.000 USD). It was suggested to explore the initiative to proceed legally against CATHALAC if the rest of the funds are not received by the end of June</li> </ul>
<p>The IAI Director informed the EC that he would resign on December 31, 2004. (Action 7 – day 1, EC XIX)</p>	<ul style="list-style-type: none"> <li>▪ EC Chair received formal resignation of Dr. Gustavo Necco on August 2, 2004 stating he would resign on December 31.</li> <li>▪ On September 20, the EC Chair sent a letter accepting the resignation</li> <li>▪ On November 24, 2004 the EC Chair sent an announcement to the CoP informing about the election of Dr. John Stewart as Interim Director, who took office at the beginning of 2005.</li> </ul>
<p>The EC approved the reduction in the frequency of the IAI Newsletter (from 4 to 3 issues per year) for the current year. The EC asked a group composed of the IAI Newsletter Editorial Board, the Financial Officer and a CoP member to analyse this issue and report back to the next EC (action 1 – day 2, EC XIX)</p>	<ul style="list-style-type: none"> <li>▪ The Ad Hoc committee on the Newsletter submitted a document for consideration of EC-CoP (Document 14)</li> <li>▪ <b><i>EC XX endorsed the proposal of the Ad-hoc group on the IAI Newsletter to have 3 issues of the Newsletter produced in 2005 and a new composition of the Editorial Board (AL 9 – Day 2, EC-XX).</i></b> Therefore, the CoP delegates were invited to nominate a member to integrate the Editorial Board.</li> </ul>
<p>The EC requested the FAC to study different alternatives for the calculation of Country Contributions (Action 4 - day 2, EC XIX)</p>	<ul style="list-style-type: none"> <li>▪ EC Chair received the document with the proposal of the FAC in April 2005 (Document 13b)</li> <li>▪ <b><i>EC-XX decided to establish a group to be led by the New IAI Director to further analyze member country participation. This study would not consider financial aspects only. This analysis should also include consideration of the:</i></b>  <i>A) increased financial needs of the IAI Directorate,</i>  <i>B) relevance of IAI activities to the global change research needs of the Member Countries,</i>  <i>C) benefits of the IAI activities to the member countries, and</i>  <i>D) sensitivity of IAI contribution schedule to changing financial situations in the member countries. (Action 1 – Day 2, EC XX)</i></li> </ul>
<p>The EC will forward to the SAC the proposal submitted by the delegate of Brazil requesting that the IAI consider accepting CPTEC/INPE as an Affiliated Institution (Action 8 - day 2, EC XIX)</p>	<ul style="list-style-type: none"> <li>▪ The SAC discussed this issue during SAC-XXI (November 2004) and recommends its approval to EC/CoP</li> <li>▪ <b><i>EC XX approved the proposal and forwarded to CoP XII (Action 5 – Day 2, EC XX)</i></b></li> </ul>
<p>The EC asked the IAI Directorate to inform the IAI national representatives about the proposals submitted to IAI calls by scientists from their countries. (Action 9 - day 2, EC XIX)</p>	<ul style="list-style-type: none"> <li>▪ IAI Directorate informed at IAI national representatives on the proposals submitted to CRN II</li> <li>▪ The Scientific Officer sent details of the 93 pre-proposals and the final 37 full proposals (proposal number, PI name and country, proposal title, other countries involved and the funds requested).</li> </ul>
<p>The CoP decided that the delegates from Canada, Cuba, and the US would draft a letter to be submitted to the EC about the</p>	<ul style="list-style-type: none"> <li>▪ On October 26<sup>th</sup> 2004 a letter was sent to the Minister of Science and Technology from Brazil (Mr. Eduardo Campos) asking respectfully to find a</li> </ul>

<p>problem with the IAI local staff salaries. The letter will then be sent by the EC to the appropriate Brazilian authorities. This action will be taken within 2 months from the meeting. The delegate from Brazil did not take part in the discussion of this issue. (action 14 – day 2, CoP XI)</p>	<p>solution to this problem.</p> <ul style="list-style-type: none"> <li>▪ The letter was drafted by Michel Belánd (Canada), Bárbara Garea (Cuba) and the EC Chair</li> <li>▪ A copy of the letter was also sent to Dr. Moura Miranda, Director of INPE and the Minister Everton Vargas, Ministry of Foreign Affairs (Itamaraty)</li> </ul>
<ul style="list-style-type: none"> <li>▪ The CoP endorsed the proposal of Canada, seconded by Mexico, about reviewing the voting rules and mechanisms during the EC and CoP meetings in order to make them more clear, efficient and democratic. The Standing Committee on Rules and Procedures was requested to submit the appropriate documents electronically to the member country delegates, who would send their comments to the Chair of the Committee. (Action 15 – day 2, CoP XI)</li> <li>▪ The CoP asked the Standing Committee on Rules and Procedures to draft rules pertaining to nomination procedures for the Scientific Advisory Committee and to present them to the EC at its next meeting (Action 5 – day 1, CoP XI)</li> </ul>	<ul style="list-style-type: none"> <li>▪ The SCRIP submitted a report for EC consideration (Document 12)</li> <li>▪ The document deals with the voting process with the aim of eliminating (or at least minimizing) the risk of an endless series of elections for any IAI vacant post.</li> <li>▪ The CoP could apply these new rules in its Montreal meeting if they were approved unanimously.</li> <li>▪ <b><i>EC-XX suggested the CoP convene an ad-hoc meeting of the SCRIP early during the CoP to propose final recommendations regarding the proposed improvements to the Rules (Action 4 – Day 2)</i></b></li> </ul>

The Chair finally mentioned other issues brought forward from EC XX:

- The composition of the Committee to recommend final candidates for the election for the SAC members:
  - SAC Chair: Dr. Walter Fernández
  - EC Member: Dr. Paul Filmer (USA)
  - EC Member: Dr. Bárbara Garea (Cuba)
  - Local scientist: Dr. Don Maclver
 The group would present a report prior to the election of the SAC members. (Action 3 – Day 1)
- The request of authorization to approve CRN II proposals in the next EC meeting

The CoP delegated to the EC the authority to approve the CRN II proposals in its next meeting (Action 9 – Day 1).

- IAI Budget Proposal for 2005/2006 and Annual Program for 2005/2006 (See item 8.2 above)
- The proposal to register the IAI in the UNFCCC and the proposal to schedule a science-policy activity on an annual basis (Actions 7 & 8 – Day 2)

The CoP agreed in principle with the proposal of Mexico to register IAI in the United Nations Framework Convention on Climate Change (UNFCCC), depending on the availability of funds (Action 12 – Day 1).

The CoP agreed in principle with the proposal from Mexico to hold a science-policy activity on an annual basis, depending on the availability of funds. Member countries and the IAI Directorate should seek resources different from those of the Core Budget (Action 2 – Day 2).

- The proposal to schedule a joint EC-SAC meeting.

The CoP delegates discussed about the most proper time to hold the Joint EC-SAC Meeting.

The EC accepted the verbal offer of Venezuela to host this meeting in May 2006, together with the CoP XIII meeting. If no other proposals are received in the IAI Directorate by November 1, the meeting will be held in Venezuela (*Action 10 – day 1*).

- The proposal to nominate members for the FAC and one member for the IAI Newsletter Editorial Board.

The CoP decided that it was not the appropriate body to discuss the new membership of the FAC and the new composition of the IAI Newsletter Editorial Board and this would be left for the next EC meeting (*Action 3 – Day 2*)

## 10. Report of the IAI External Review Committee

Shere Abbott, Chief International Officer of AAAS (American Association for the Advancement of Science) gave a report on the status of the External Review of the IAI. She explained that the CoP-VII (Mérida – July 2000) had asked for an external review of the IAI and that the original committee - chaired by Gladstone Taylor - had submitted a preliminary report at CoP X (Boulder – June 2003). She said that NSF funded this activity.

She began her presentation with some background information about AAAS. It is an international non-profit organization dedicated to advancing science and technology for sustainable development around the world. It serves some 262 affiliated societies and academies of science and is the publisher of *Science*. AAAS maintains Latin America and Caribbean program.

She then mentioned the evaluation elements considered:

- Evolution of the IAI and its science agenda;
- networking and linkages;
- capacity building;
- research support;
- communication;
- mechanisms for decision-support;

The evaluation process included two Phases:

- (1) data gathering and research (AAAS Synthesis Team); and
- (2) review and assessment (International Assessment Committee)

She reported that the International Evaluation Committee is composed of: 6-8 Members (regional expertise, global programs, aid agencies and donors, stakeholders) with Dr. Jerry Melillo, Co-Director, Senior Scientist, The Ecosystems Center, MBL as chairman. There were 2 meetings planned, one in June/July 2005 and the other in Fall 2005

Shere Abbot presented some preliminary results of the evaluation of the Programmatic Development (Science) of the IAI. According to this results, IAI science:

- matches evolution of global change research;
- integrates disciplines, national perspectives, workforces;
- provides regional framework for scientific contributions to sustainable development;
- links scientific understanding with some policy and regional needs;
- establishes standards for achieving scientific excellence.

Regarding Training and Capacity Building, the review showed that IAI Promotes capacity building and provides mechanism for focusing attention on building strong S&T workforces for the region.

As to the Institutional development the first conclusions were that the IAI:

- establishes mechanisms for evolution and self-analysis;
- continues to have problems with funding;

- continues to have problems with national participation.

She also presented a graph showing that all IAI countries had received benefits from the Institute that were higher than their contribution to the Core Budget.

She finished saying that the next steps in the evaluation were the focus on science-development-policy nexus and on improving visibility of IAI.

*Mexico thanked for the report and asked how they would assess the impact of IAI research in programs and policies for Member Countries, as this would be very useful.*

*Ms Abbot answered that they still did not have a definitive answer for that difficult issue but said that apart of consulting publications, reports, etc, they would try to adapt models for educational programs to research and its link with decision-making in the region.*

*Venezuela and Canada thanked for the report and suggested that a copy of the report be sent to the CoP members before the next CoP.*

The CoP requested that the Report of the IAI External Review Committee be sent to CoP members before the next CoP meeting in May 2006 (*Action 6 – Day 2.*)

## 11. Presentation on the CLARIS Project

Carlos Ereño gave a presentation about CLARIS: A Europe-South America Network for Climate Change Assessment and Impact Studies. He said it is a project within the EC 6th Framework Programme (2004 - 2007) and has the following strategic objectives:

- to set up and favor the technical transfer and expertise in Earth System and Regional Climate Modeling between Europe and South America together with the providing of a list of climate data (observed and simulated) required for model validations;
- to facilitate the exchange of observed and simulated climate data between the climate research groups and to create a South American high-quality climate database for studies in extreme events and long-term climate trends;
- to strengthen the communication between climate researchers and stakeholders, and to demonstrate the feasibility of using climate information in the decision-making process.

## 12. Amendments to the Rules of Procedure of the CoP

The Chair explained that the EC had recommended that the CoP convene an ad-hoc meeting of the SCRP early during the CoP to propose final recommendations regarding the proposed improvements to the Rules so that they could be adopted by the CoP and implemented in the elections to be held at CoP-XII (action 4 – day 2, EC-XX).

The CoP convened an Ad-hoc meeting of the of the Standing Committee on Rules and Procedures (SCRP) to propose final recommendations regarding improvements to the Rules on procedures in order to simplify the CoP voting process. The committee is integrated by USA (Lou Brown as Chair), Colombia (Carlos Costa Posada), and Mexico (Arnoldo Matus), who shall serve for a period of two years. (*Action 3 – Day 1.*)

During the second day, before the elections, the SCRP presented the final recommendations to the CoP delegates.

The CoP approved the following changes to the CoP Rules of Procedure:  
a) new Rule 64: *“When multiple vacancies are to be filled, the Scientific Advisory Committee shall submit a slate of nominations of twice the number of vacancies to be filled, taking into account the need to ensure representation within the Scientific Advisory Committee from a variety of disciplines relevant to global change research. When a single vacancy is to be filled, the SAC shall submit a slate of three nominations.”*



b) new Rule 49: “When the voting does not result in enough candidates being elected to fill all of the vacancies, a runoff election shall be held eliminating from the ballot the candidates with the lowest number of votes, but retaining two candidates more than the number of vacancies to be filled.”

c) new Rule 50: “When it becomes necessary to choose between candidates who have received the same number of votes, runoff voting should be conducted among the tied candidates.”

(Action 1 – Day 2)

### 13. Election of SAC Members

The EC ad hoc committee to recommend candidates for the election of the IAI Scientific Advisory Committee reported that they had carefully evaluated the qualifications of the following eight candidates against the criteria laid out in Paragraph 2 of Article VII of the IAI Agreement:

Michael Brklacich, Alejandro Castellanos Villegas, Telma Castro Romero, Silvia Garzoli, Edgar Gutierrez, José Luis Mata, Armando Rabuffeti, and Jaime Urrutia Fucugauchi.

By consensus decision, the Committee recommended the following candidate for the election from the Party-submitted nominations: *Dr Telma Gloria Castro Romero*.

The Committee further recommended the following three candidates for the election from SAC-submitted candidates: *Dr. Michael Brklacich, Dr. Silvia Garzoli, and Dr. José Luis Mata*.

The CoP elected the members recommended by the Committee by consensus.

The CoP elected the following scientists to be part of the SAC: Telma Gloria Castro Romero, Michael Brklacich, Silvia L. Garzoli, and José Luis Mata (*Action 4 – Day 2*)

### 14. Election of the IAI Director

Adrián Fernández Bremauntz, Chairman of the IAI Director Search Committee, made a summary of the IAI Director selection process. The Committee, which had been established during the CoP-XI in Buenos Aires (July 2004), was integrated by Argentina, Cuba, the United States, the EC Chair, and the SAC Chair.

The Committee received twelve nominations by the deadline of November 19, 2005: Vicente Barros, Guillermo Berri, and Alberto Piola (proposed by Argentina); Holm Tiessen (proposed by Canada); Jorge Ruiz (proposed by Colombia); Erick Baqueiro, Elejandro Espriu, Blanca Jiménez, Rodolfo Lacy and Angélica Muñoz (proposed by Mexico); Frank Muller-Karger (proposed by the USA); and Lelys Bravo (proposed by Venezuela).

In January 2005, telephone interviews were conducted with seven pre-selected candidates (Barros, Berri, Jiménez, Lacy, Muller-Karger, Piola, and Tiessen). After these interviews, four candidates were invited for interviews at the IAI headquarters in São José dos Campos on February 21-23, 2005. They were: Vicente Barros, Frank Muller-Karger, Alberto Piola, and Holm Tiessen .

The Committee agreed that it would unanimously support the recommendation that Dr. Holm Tiessen was the most qualified for the position of IAI Director.

After listening to the IAI Director Search Committee, the CoP proceeded with the voting. The CoP Chair noted that each delegate was free to vote for any of the candidates proposed by the Parties. Chile and Panama were designated tellers of the election. Holm Tiessen obtained 12 votes and Alberto Piola 1 vote.

The CoP elected Dr. Holm Tiessen as the new IAI Director for a three-year term (*Action 5 – Day 2*)

## 15. Future meetings and sites

The CoP arranged the schedule for the following meetings:

- a) EC meeting in September 2005. Member Countries interested in hosting this meeting should contact IAI Directorate by June 15. If no offers are received by then, Mexico will be the host country.
- b) Joint EC-SAC + CoP meeting. The EC accepted the verbal offer of Venezuela to host this meeting in May 2006. If no other proposals are received in the IAI Directorate by November 1, the meeting will be held in Venezuela (*Action 10 – day 1*).

## 16. Adjournment

The CoP members thanked Canada for their hospitality and for hosting the meeting.

The CoP Chair thanked the Country Representatives for their participation and John W. B. Stewart for his labor as IAI Interim Director. He also thanked the interpreters, the IAI Staff, and the local support staff for their work.

The meeting was adjourned.

**Twelfth Meeting of the IAI Conference of the Parties  
May 5-6, 2005 – Montreal, Canada**

**Action List**

**Day 1 – May 5**

1. The CoP elected the following members as the Bureau for its Twelfth Meeting: Michel Béland from Canada as Chair, Nuris Orihuela from Venezuela as the First Vice-Chair, and Carlos Ereño from Argentina as the Second Vice-Chair.
2. The CoP elected the following Parties to integrate the Credentials Committee: USA (chair), Jamaica, and Brazil, who shall serve for a period of two years.
3. The CoP convened an Ad-hoc meeting of the of the Standing Committee on Rules and Procedures (SCRPs) to propose final recommendations regarding improvements to the Rules on procedures in order to simplify the CoP voting process. The committee is integrated by USA (Lou Brown as Chair), Colombia (Carlos Costa Posada), and Mexico (Arnoldo Matus), who shall serve for a period of two years.
4. The CoP approved the agenda of its Twelfth Meeting with the following modifications:
  - a) The report of the IAI Director Search Committee will be presented in the Morning Session of Friday, May 6, 2005
  - b) In the morning session of Friday, May 6, 2005, after the coffee-break, two additional items will be discussed: the new membership of the FAC and the new composition of the IAI Newsletter Editorial Board.
5. The CoP approved the report of its Eleventh Meeting with one modification: In the items regarding the election of the SAC and EC members it was suggested to eliminate the explicit record of voting and include only final results.
6. The Accreditation Committee informed the CoP that 13 delegations had submitted the official credentials to participate in the meeting: Argentina, Brazil, Canada, Chile, Colombia, Costa Rica, Cuba, Jamaica, Mexico, Panama, Paraguay, the USA, and Venezuela.
7. The CoP approved the *Core Budget Request for Fiscal Year 2005-2006 and Member Country Contributions for 2005-2006* (Document 9).
8. The CoP approved the *IAI Annual Program 2005-2006* (Document 11)
9. The CoP delegated to the EC the authority to approve the CRN II proposals in its next meeting.
10. The CoP arranged the schedule for the following meetings:
  - a) EC meeting in September 2005. Member Countries interested in hosting this meeting should contact IAI Directorate by June 15. If no offers are received by then, Mexico will be the host country.
  - b) Joint EC-SAC + CoP meeting. The EC accepted the verbal offer of Venezuela to host this meeting in May 2006. If no other proposals are received in the IAI Directorate by November 1<sup>st</sup>, the meeting will be held in Venezuela.
11. The CoP approved CPTEC/INPE proposal to become an Affiliated Institution of IAI for the Program on Climate Variability in the Americas.
12. The CoP agreed in principle with the proposal of Mexico to register IAI in the United Nations Framework Convention on Climate Change (UNFCCC), depending on the availability of funds.

**Twelfth Meeting of the IAI Conference of the Parties  
May 5-6, 2005 – Montreal, Canada**

**Action List**

**Day 2 – May 6**

1. The CoP approved the following changes to the CoP Rules of Procedure:
  - a) new Rule 64: *“When multiple vacancies are to be filled, the Scientific Advisory Committee shall submit a slate of nominations of twice the number of vacancies to be filled, taking into account the need to ensure representation within the Scientific Advisory Committee from a variety of disciplines relevant to global change research. When a single vacancy is to be filled, the SAC shall submit a slate of three nominations.”*
  - b) new Rule 49: *“When the voting does not result in enough candidates being elected to fill all of the vacancies, a runoff election shall be held eliminating from the ballot the candidates with the lowest number of votes, but retaining two candidates more than the number of vacancies to be filled.”*
  - c) new Rule 50: *“When it becomes necessary to choose between candidates who have received the same number of votes, runoff voting should be conducted among the tied candidates.”*
2. The CoP agreed in principle with the proposal from Mexico to hold a science-policy activity on an annual basis, depending on the availability of funds. Member countries and the IAI Directorate should seek resources different from those of the Core Budget.
3. The CoP decided that it was not the appropriate body to discuss the new membership of the FAC and the new composition of the IAI Newsletter Editorial Board and this would be left for the next EC meeting.
4. The CoP elected the following scientists to be part of the SAC: Telma Gloria Castro Romero, Michael Brklacich, Silvia L. Garzoli, and José Luis Mata.
5. The CoP elected Dr. Holm Tiessen as the new IAI Director for a three-year term.
6. The CoP requested that the Report of the IAI External Review Committee be sent to CoP members before the next CoP meeting in May 2006.

**INTER-AMERICAN INSTITUTE FOR GLOBAL CHANGE RESEARCH (IAI)  
TWEFTH MEETING OF THE IAI CONFERENCE OF THE PARTIES (CoP)  
May 5-6, 2005 – Montreal, Canada**

The IAI Conference of the Parties, at its twelfth meeting held on May 5 and 6, 2005, in Montreal, Canada, adopted the following resolutions:

**RESOLUTION 1**

The CoP approved the *Core Budget Request for Fiscal Year 2005-2006 and Member Country Contributions for 2005-2006* (Document 9).

**RESOLUTION 2**

The CoP approved the *IAI Annual Program 2005-2006* (Document 11).

**RESOLUTION 3**

The CoP delegated to the EC the authority to approve the CRN II proposals in its next meeting.

**RESOLUTION 4**

The CoP approved CPTEC/INPE proposal to become an Affiliated Institution of IAI for the Program on Climate Variability in the Americas.

**RESOLUTION 5**

The CoP approved the following changes to the CoP Rules of Procedure:

- a) new Rule 64: *“When multiple vacancies are to be filled, the Scientific Advisory Committee shall submit a slate of nominations of twice the number of vacancies to be filled, taking into account the need to ensure representation within the Scientific Advisory Committee from a variety of disciplines relevant to global change research. When a single vacancy is to be filled, the SAC shall submit a slate of three nominations.”*
- b) new Rule 49: *“When the voting does not result in enough candidates being elected to fill all of the vacancies, a runoff election shall be held eliminating from the ballot the candidates with the lowest number of votes, but retaining two candidates more than the number of vacancies to be filled.”*
- c) new Rule 50: *“When it becomes necessary to choose between candidates who have received the same number of votes, runoff voting should be conducted among the tied candidates.”*

**RESOLUTION 6**

The CoP elected the following scientists to be part of the SAC: Telma Gloria Castro Romero, Michael Brklacich, Silvia L. Garzoli and José Luis Mata.

**RESOLUTION 7**

The CoP elected Dr. Holm Tiessen as the new IAI Director for a three-year term.

**ACRONYMS**

AAAS	American Association for the Advancement of Science
AFO	Administrative and Financial Officer
APN	Asia-Pacific Network for Global Change Research
CoP	Conference of the Parties
CIIFEN	Centro Internacional de Investigación sobre “El Niño” (Ecuador)
CEMEDE	Centro Mesoamericano de Desarrollo Sostenible del Trópico Seco (de la Universidad de Costa Rica)
CPTEC/INPE	Center for Weather Forecasting and Climate Studies / National Institute for Space Research (Brazil)
CRN	Collaborative Research Network
CRRH	Comité Regional de Recursos Hídricos de América Central (Costa Rica)
EC	Executive Council
DIS	Data and Information System
FAC	Financial and Administrative Committee (of the EC)
IAIDB	IAI Data Base
ICSU	International Council for Science
IHDP	International Human Dimensions Programme
IICA	Instituto Interamericano de Cooperación para la Agricultura
INE	Instituto Nacional de Ecología (México)
IPCC	Intergovernmental Panel on Climate Change
ISSC	International Social Sciences Council
IT	Information Technology
ITM	Information Technology Manager
LBA	Large-scale Biosphere-Atmosphere Experiment in Amazonia
MoU	Memorandum of Understanding
NSF	National Science Foundation (USA)
OAS	Organization of American States
ORNL	Oak Ridge National Laboratory (USA)

PI	Principal Investigator
RPSC	Rules and Procedures Standing Committee (of the CoP)
SAC	Scientific Advisory Committee
SCOPE	Scientific Committee on Problems of the Environment
SGP	Small Grants Program
SO	Scientific Officer
TCO	Training, Communications and Outreach
UN	United Nations
UNEP	United Nations Environment Program
UNFCCC	United Nations Framework Convention for Climate Change
UCR	Universidad de Costa Rica