

**Intergovernmental Science-Policy
Platform on Biodiversity and
Ecosystem Services**Distr.: General
20 December 2016

Original: English

**Plenary of the Intergovernmental Science-Policy
Platform on Biodiversity and Ecosystem Services****Fifth session**

Bonn, Germany, 7–10 March 2017

Item 7 of the provisional agenda*

Financial and budgetary arrangements for the Platform**Budget and expenditure for the period 2014–2018****Note by the secretariat****Introduction**

1. In decision IPBES-4/2 on financial and budgetary arrangements, the Plenary of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services (IPBES) adopted the budget for the biennium 2016–2017 and took note of the proposed budgets for 2018 and 2019. The present note reports on the implementation of the IPBES work programme in relation to the budget. It provides information on the status of cash contributions to the IPBES trust fund and in-kind contributions (section II), on expenditures for 2015 (section III) and on estimated expenditures for 2016 (section IV). It proposes a revised budget for the biennium 2017–2018 for approval by the Plenary (section V) and a revised indicative budget for January–May 2019 (section VI) for consideration.

2. Also in decision IPBES-4/2 the Plenary requested the Executive Secretary, working under the guidance of the Bureau, to proactively seek funding, achieve continuous improvements in the efficiency of the Platform and develop a strategy for fundraising for consideration by the Plenary at its fifth session. Section VII of the present note provides an overview of the cost of the Platform until 2019 and an estimate of the funds that need to be raised. Section VIII introduces a draft fundraising strategy, which is annexed to the present note, for consideration by the Plenary at its fifth session.

3. Section VII of the present note concludes that the funding that needs to be raised between now and the seventh session of the Plenary (May 2019) to complete the first work programme amounts to \$10,755,622, corresponding to the difference between the total cost (\$40,506,766) and the total resources received or pledged to date (\$29,751,144), assuming that no new assessments are initiated before the seventh session. Without further pledges, the shortfall would amount to \$1,880,157 in 2017, \$7,820,969 in 2018, and, as noted above, \$10,755,622 in 2019. In response to this critical situation, the Bureau wishes to urge Governments and stakeholders in a position to do so to pledge contributions to the trust fund for 2017 and subsequent years.

4. Section IX of the present note proposes a set of actions that the Plenary might consider taking.

* IPBES/5/1/Rev.1.

I. Status of cash and in-kind contributions to the Platform

5. Table 1 shows the status, as at 15 December 2016, of the cash contributions received and pledges made since the establishment of the Platform in 2012.

6. Table 2 shows the in-kind contributions received in 2016, together with their corresponding values in United States dollars, as provided or estimated according to the equivalent costs in the work programme. In-kind contributions consist of support provided directly by the donor, and hence not received by the trust fund, for activities either scheduled as part or organized in support of the work programme; examples include technical support, meeting facilities and local support. The total value of the in-kind contributions received in 2016 as listed in table 2 is estimated at \$5,486,645.

7. In 2016, an additional estimated in-kind amount of between \$6.1 million and \$12.2 million was contributed to the work of IPBES by all the experts around the world (including experts participating in assessments, expert groups and task forces and members of the Bureau and the Multidisciplinary Expert Panel) by working between 10 and 20 per cent of their time on a pro bono basis.¹ The total contribution represented by such pro bono service since 2014 is estimated at between \$14.1 million and \$28.2 million.²

8. Moreover, many organizations have provided in-kind support to the IPBES work on knowledge and data by supporting the use of indicators in IPBES assessments. They include the Biodiversity Indicators Partnership (BIP), BioTime, the University of St. Andrews, BirdLife International, the Commonwealth Scientific and Industrial Research Organization (CSIRO), the Food and Agriculture Organization of the United Nations (FAO), the Forest Stewardship Council, the Global Biodiversity Information Facility (GBIF), the Global Footprint Network, the Group on Earth Observations Biodiversity Observation Network (GEO-BON), the German Centre for Integrative Biodiversity Research, the Indicators for the Seas programme (IndiSeas), the Institute of Social Ecology at the Alpen Adria University in Vienna, the International Union for Conservation of Nature (IUCN), the Map of Life, the Marine Stewardship Council (MSC), the Organization for Economic Cooperation and Development (OECD), the Netherlands Environmental Assessment Agency (PBL), the Programme for the Endorsement of Forest Certification (PEFC), the Projecting Responses of Ecological Diversity in Changing Terrestrial Systems (PREDICTS) collaborative project, the Sea Around Us research initiative, the secretariat of the Convention on Biological Diversity (CBD), Terralingua, the Tropical Ecology Assessment and Monitoring (TEAM) network, the United Nations Statistics Division, the United Nations Environment Programme-World Conservation and Monitoring Centre (UNEP-WCMC), the Water Footprint Network, the World Bank, the World Resources Institute (WRI), the World Wildlife Fund (WWF), the Yale Center for Environmental Law and Policy and the Zoological Society of London (ZSL).

9. Lastly, a large number of events were organized in 2016 by Governments and stakeholders to inform a diversity of constituencies about various aspects of the Platform at the national, regional and international levels. Those activities are not listed here, as they do not form part of the agreed work programme, but they have contributed greatly to increased awareness of – and engagement in – the Platform.

10. In 2016, IPBES leveraged \$4,950,113 from the German International Climate Initiative (IKI) through the United Nations Development Programme (UNDP) to UNEP-WCMC, for capacity-building projects specifically focused on IPBES work (deliverable 1 (a)).

¹ These estimates were calculated using an annual academic salary of \$52,000 based on the mean salary at purchasing power parity provided for 28 countries that are representative of the geographic diversity of IPBES member countries. The mean salaries at purchasing power parity for the 28 countries may be found in the following study: Philip G. Altbach and others, eds., *Paying the Professoriate: A Global Comparison of Compensation and Contract* (Routledge, 2012).

² These estimates are based on 1,172 experts for 2016, 984 for 2015 and 559 for 2014.

Table 1

Status of cash contributions received and pledges made since the establishment of the Platform in April 2012 (from 1 May 2012 to 15 December 2016)

(United States dollars)

<i>Country</i>	<i>Contributions</i>						<i>Pledges per United Nations exchange rate of 1 December 2016</i>				
	<i>2012</i>	<i>2013</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>	<i>Total (2012-16)</i>	<i>2016</i>	<i>2017</i>	<i>2018</i>	<i>Total</i>	<i>Total</i>
	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>(6)</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>(10)</i>	<i>(11)= (6)+(10)</i>
Australia		97 860			68 706	166 566				0	166 566
Belgium					44 252	44 252	73 991			73 991	118 243
Canada		38 914	36 496	30 098	30 616	136 124		30 098		30 098	166 222
Chile				23 136	12 150	35 286		15 000		15 000	50 286
China			160 000	60 000	2 005	222 005					222 005
Denmark			37 037			37 037					37 037
Finland		25 885	275 626			301 511					301 511
France		270 680	247 631	264 291	252 218	1 034 819					1 034 819
Germany	1 736 102	1 298 721	1 850 129	1 582 840	1 119 991	7 587 783		1 096 491	1 096 491	2 192 982	9 780 765
India		10 000	10 000			20 000					20 000
Japan		267 900	330 000	300 000	300 000	1 197 900					1 197 900
Latvia			4 299	3 944	3 889	12 132					12 132
Malaysia				100 000		100 000					100 000
Netherlands			678 426			678 426	636 943			636 943	1 315 369
New Zealand		16 094	17 134	18 727	34 091	86 046					86 046
Norway		140 458	8 118 860	58 357	372 420	8 690 095					8 690 095
Republic of Korea		20 000				20 000					20 000
South Africa			30 000			30 000					30 000
Sweden		228 349	194 368	128 535	116 421	667 673					667 673
Switzerland		76 144	84 793	84 000	84 000	328 937		84 000	83 207	167 207	496 144
United Kingdom of Great Britain and Northern Ireland		1 285 694	1 046 145		228 956	2 560 795		158 730		158 730	2 719 525
United States of America	500 000	500 000	500 000	477 500	541 306	2 518 806					2 518 806
Total	2 23 6 102	4 276 699	13 620 944	3 131 427	3 211 021	26 476 193	710 934	1 384 319	1 179 698	3 274 951	29 751 144

Table 2
In-kind contributions received in 2016
 (United States dollars)

<i>Government/institution</i>	<i>Activity</i>	<i>Type of support</i>	<i>Corresponding value as provided or estimated in 2016</i>
1. In-kind contributions related to technical support			
Norway	Technical support unit for the task force on capacity-building (deliverables 1 (a) and (b))	Technical support	300 000
UNESCO	Technical support unit for the task force on local and indigenous knowledge systems (deliverable 1 (c))	Technical support	150 000
Republic of Korea	Technical support unit for the task force on knowledge and data (deliverable 1 (d))	Technical support	300 000
South Africa	Technical support unit for the regional assessment for Africa (deliverable 2 (b))	Technical support, meeting facilities	150 000
China	Consultant in the Platform secretariat in support of the delivery of regional assessments (deliverable 2 (b))	Technical support	140 000
Colombia	Technical support unit for the regional assessment for the Americas (deliverable 2 (b))	Technical support, meeting facilities	150 000
Japan	Technical support unit for the regional assessment for Asia and the Pacific (deliverable 2 (b))	Technical support, meeting facilities	150 000
Switzerland	Technical support unit for the regional assessment for Europe and Central Asia (deliverable 2 (b))	Technical support, meeting facilities	271 429
Germany	Technical support unit for the global assessment (deliverable 2 (c))	Technical support	7 560
Netherlands	Technical support unit for the assessment on scenario analysis and modelling (deliverable 3 (c))	Technical support	250 000
Mexico	Technical support related to work on values (deliverable 3 (d))	Technical support	22 180
UNEP-WCMC	Technical support for the work on the catalogue of assessments and the catalogue of policy support tools and methodologies (deliverable 4(c))	Technical support	30 000
UNEP	Technical support for the Platform secretariat	Technical support	223 100
Subtotal			2 144 269
2. In-kind contributions related to meetings scheduled as part of the approved work programme			
UNDP	Second meeting of the IPBES capacity-building forum, New York (deliverable 1 (a))	Meeting facilities, technical and local support	2 500
Hungarian Academy of Sciences	Fourth meeting of the task force on capacity-building, Budapest (deliverable 1 (a))	Meeting facilities, catering and local support	7 320
Hungarian Academy of Sciences	IPBES capacity-building dialogue with Eastern European stakeholders (deliverable 1 (a))	Meeting facilities, catering and local support	2 440
Germany	Second author meeting of the regional assessments (deliverable 2 (b)) and the land degradation and restoration assessment (deliverable 3 (b) (i))	Meeting facilities, local support	176 471
Subtotal			188 731

Table 2 (continued)

In-kind contributions received in 2016

(United States dollars)

<i>Government/institution</i>	<i>Activity</i>	<i>Type of support</i>	<i>Corresponding value as provided or estimated in 2016</i>
3. In-kind contributions in support of the approved work programme			
Malaysia	Fourth session of the Plenary	Meeting facilities, hospitality, equipment and supplies	974 000
Malaysia	Fourth session of the Plenary: host country contribution	Travel support	194 099
United Kingdom of Great Britain and Northern Ireland	Travel costs of the IPBES Chair to represent the Platform	Travel support	20 000
Institute for Global Environmental Strategies (IGES)	IGES-Japan Biodiversity Fund (JBF) capacity-building project for IPBES (deliverable 1 (a))	Staff cost	75 000
Japan Biodiversity Fund	IGES-JBF capacity-building project for IPBES (deliverable 1 (a))	Capacity-building workshops, support to sub-regional dialogue workshop with indigenous and local knowledge holders	1 000 000
Fondation pour la Recherche sur la Biodiversité	Dialogue meeting for establishment of national committees for IPBES in French-speaking African countries, Rabat, Morocco (deliverable 1 (a))	Meeting facilities	12 406
Ministry of Foreign Affairs, France	Dialogue meeting for the establishment of national IPBES committees in French-speaking African countries, Rabat – deliverable 1 (a)	Meeting facilities	22 297
UNDP	Technical support for capacity-building in the context of the Biodiversity and Ecosystem Services Network (BES-Net (deliverables 1 (a) and (b)))	Technical support	390 000
Switzerland	Second meeting of the European and Central Asian expert group, Zadar, Croatia (deliverable 2 (b))	Travel, accommodation, meeting facilities and local support	54 372
SwedBio and CSIR	Workshop on values in Africa (deliverable 3 (d))	Travel, accommodation, meeting facilities and local support	52 258
SwedBio and Humboldt Institute	Workshop on values in Latin American (deliverable 3 (d))	Travel, accommodation, meeting facilities and local support	74 213
SwedBio and Wildlife Institute of India	Workshop on values in Asia Pacific (deliverable 3 (d))	Travel, accommodation, meeting facilities and local support	65 000
Oppla	Provision of a ready-to-use web architecture as the basis for the catalogue of policy support tools and methodologies (deliverable 4 (c))	Software and technical support	150 000
IUCN	Technical support for the implementation of the stakeholder engagement strategy (deliverable 4 (d))	Technical support	70 000
Subtotal			3 153 645
Grand total (1+2+3)			5 486 645

II. Expenditures for 2015

11. Table 3 shows the expenditures for 2015, as at 31 December 2015, against the budget for 2015 approved by the Plenary at its third session (decision IPBES-3/2) on a modified cash basis (i.e., including actual expenses and commitments).

Table 3
Expenditures for 2015
(United States dollars)

<i>Budget item</i>	<i>2015 budget</i>	<i>2015 expenditures</i>	<i>Balance</i>
1. Meetings of the Platform bodies			
1.1 Annual session of the Plenary			
Travel costs for the third Plenary session participants (travel and daily subsistence allowance (DSA))	480 000	434 156	45 844
Conference services (translation, editing and interpretation) and venue	600 000	522 735	77 265
Plenary reporting services ^a	60 000	–	60 000
Security services (local and United Nations security) ^b		99 475	-99 475
Subtotal 1.1 Session of the Plenary	1 140 000	1 056 366	83 634
1.2 Bureau and Multidisciplinary Expert Panel sessions			
Travel and meeting costs of participants for Bureau sessions	103 500	50 357	53 143
Travel and meeting costs of participants for Multidisciplinary Expert Panel sessions	240 000	82 578	157 422
Subtotal 1.2 Bureau and Multidisciplinary Expert Panel	343 500	132 935	210 565
Subtotal 1.3 Travel costs of the Chair to represent the Platform	20 000	–	20 000
Subtotal 1 Meetings of the Platform bodies	1 503 500	1 189 301	314 198
2. Implementation of the work programme			
2.1 Objective 1: strengthen the capacity and knowledge foundations of the science-policy interface to implement key Platform functions	1 658 750	1 087 211	571 539
2.2 Objective 2: strengthen the science-policy interface on biodiversity and ecosystem services at and across the subregional, regional and global levels	1 871 250	1 962 758	-91 508
2.3 Objective 3: strengthen the knowledge-policy interface with regard to thematic and methodological issues	1 620 000	1 238 510	381 490
2.4 Objective 4: communicate and evaluate Platform activities, deliverables and findings	342 500	192 950	149 550
Subtotal 2 Implementation of the work programme	5 492 500	4 481 429	1 011 071
3. Secretariat			
3.1 Personnel			
3.1.1 Professional and higher category			
Head of Secretariat (D-1)	283 600	201 571	82 029
Programme Officer (P-4)	223 100	165 398	57 702
Programme Officer (P-4) ^c	–	–	–
Programme Officer (P-3)	186 100	18 264	167 836
Programme Officer (P-3)	186 100	94 740	91 360
Associate Programme Officer (P-2)	161 800	82 531	79 269
Associate Programme Officer (P-2)	93 933	0	93 933
Subtotal 3.1.1 Professional and higher category	1 134 633	562 505	572 128
3.1.2 Secretariat: Administrative personnel			
Administrative support staff member (G-6)	113 000	60 690	52 310
Administrative support staff member (G-6)	56 500	–	56 500
Administrative support staff member (G-5)	56 500	29 498	27 002
Administrative support staff member (G-5)	113 000	59 489	53 511
Administrative support staff member (G-5)	113 000	59 713	53 287
Subtotal 3.1.2 Administrative personnel	452 000	209 390	242 610

Table 3 (continued)
Expenditures for 2015
 (United States dollars)

<i>Budget item</i>	<i>2015 budget</i>	<i>2015 expenditures</i>	<i>Balance</i>
Interim secretariat support arrangement			
Interim technical and secretariat support	–	171 426	–171 426
Subtotal 3.1.3 Interim support arrangement	–	171 426	–171 426
Subtotal 3.1 Personnel	1 586 633	943 321	643 312
3.2 Secretariat: operating costs (non-personnel)			
3.2.1 Travel on official business			
Official travel	100 000	76 708	23 292
Subtotal 3.2.1 Travel on official business	100 000	76 708	23 292
3.2.2 Staff training			
Project management professional training	10 000	8 325	1 675
Umoja and competency-based interviewing staff training	12 000	233	11 767
Subtotal 3.2.2 Staff training	22 000	8 557	13 443
3.2.3 Equipment and office supplies			
Expendable equipment (items under \$1,500 each)	4 500	4 374	126
Office supplies	12 000	5 751	6 249
Subtotal 3.2.3 Equipment and office supplies	16 500	10 126	6 374
3.2.4 Premises			
Contribution to the cost of common services at the United Nations campus in Bonn, Germany (maintenance of office space, security, switchboard service, etc.)	45 000	44 000	1 000
Subtotal 3.2.4 Premises	45 000	44 000	1 000
3.2.5 Printers, photocopiers, IT support and miscellaneous			
Operation and maintenance of printers and photocopiers	5 000	887	4 113
Acquisition of four Microsoft Project and four Adobe office software licenses	4 000	–	4 000
Information technology (IT) services 2015 ^d		22 000	–22 000
Subtotal 3.2.5 Printers, photocopiers, IT support and miscellaneous	9 000	22 887	–13 887
3.2.6 Telephone, postage and miscellaneous	–		
Postage and miscellaneous	2 000	2 814	–814
Subtotal 3.2.6 Telephone, postage and miscellaneous	22 000	13 577	8 423
3.2.7 Hospitality			
Hospitality	5 000	–	5 000
Subtotal 3.2.7 Hospitality	5 000	–	5 000
Subtotal 3.2 Operating costs (non-personnel)	219 500	175 855	43 645
Subtotal 3 Secretariat (personnel and operating costs)	1 806 133	1 119 176	686 957
Subtotal 1+2+3	8 802 133	6 789 906	2 012 226
Programme support costs (8 per cent)	704 171	543 192	160 978
Total cost to the trust fund	9 506 304	7 333 098	2 173 204
Contribution to working capital reserve (10 per cent) ^e	20 476	798 223	(777 747)
Total cash requirement	9 526 780	8 131 321	1 395 457

^a The cost of the plenary reporting services of the Earth Negotiations Bulletin for the third session of the Plenary was reflected in 2014.

^b Security costs, amounting to \$99,475, were incurred for the third session of the Plenary and charged to 2015. They included the costs of local security staff provided through the United Nations Volunteers (UNV) programme and the United Nations security force at the United Nations Office in Vienna.

^c P-4 secondment from UNEP.

^d UNV provides IT services to all UNEP-related offices based in Bonn through a service-level agreement. The services include a help desk, local area network, internet security, domain name system (DNS) services, server hosting and subscriptions to Microsoft Office 365 Enterprise E3. Under the agreement, which has been in effect since 1 January 2015, the fee charged each year depends on the number of users; in 2015 it was \$22,000.

^e No allocation was made in the 2014 financial year for the purposes of a contribution to the 2014 working capital reserve. The amount was therefore transferred to the reserve in 2015, together with the allocation for 2015 (\$20,476), resulting in a total transfer of \$798,223.

12. The total expenditures for 2015 amounted to \$7,333,098, which represents savings of \$2,173,204 compared to the budget approved by the Plenary. This was mainly achieved through savings in the work programme and on secretariat personnel and operating costs of \$1,011,071 and \$686,957, respectively, as detailed in the following two paragraphs, and to a lesser extent through savings in the meetings of the Platform bodies (\$314,198). The working capital reserve for 2014 (\$777,747: see the note by the secretariat on revised budgets for 2016–2018 set out in document IPBES/4/13) and 2015 (\$20,476), amounting to a total of \$798,223, was transferred from the trust fund to the reserve in 2015.

13. The savings of \$1,011,071 in the work programme derived from the following:

(a) Replacement of two scoping meetings – on invasive alien species (deliverable 3 (b) (ii)) and on the sustainable use of biodiversity (deliverable 3 (b) (iii)) – with e-conferences (\$165,000 saved);

(b) Postponement of the dialogue meeting on catalysing the generation of new knowledge (deliverable 1 (c)) from 2015 until 2016 (\$162,500 shifted to the 2016 budget);

(c) Savings on conference venues thanks to in-kind support from countries and organizations and the conduct of meetings free of charge at the United Nations campus in Bonn (\$70,000 saved);

(d) Lower than expected spending on travel and DSA for meetings organized in 2015, owing to participation in some meetings by fewer experts than expected, fewer experts eligible for funding than expected (fewer than 75 per cent of participants were supported), fewer eligible experts attending meetings than expected and some meetings being shorter than their planned duration of five days (\$613,571 saved).

14. The savings of \$686,957 in secretariat personnel resulted from the delayed recruitment of staff for new positions and to replace departed staff. The secretariat functioned for most of 2015 with 5 of the 11 budgeted posts for that year. Additional savings result from the inclusion in the full provision of a large buffer for benefits of about \$600,000 which was not spent;

15. Since the first year of IPBES its budget has erroneously included three meetings of the Multidisciplinary Expert Panel per year instead of two. In addition, the cost of attendance of several Panel members at the fifth Panel meeting was charged to objective 1 of the work programme (sub-item 2.1), rather than to budget sub-item 1.2, because the fifth Panel meeting was held back to back with the joint meeting of the three task forces of IPBES. Similarly, the cost of attendance of several Panel members at the sixth Panel meeting was charged to objective 2 of the work programme (sub-items 2.2), rather than to budget sub-item 1.2, because the sixth Panel meeting was held back to back with the scoping meeting for the global assessment. These three elements resulted in a saving of \$157,422 on this budget sub-item (1.2) for 2015. It is proposed that this error be corrected by making an adjustment starting in 2017 (see section V A). In addition, the travel costs of the Chair were met by the Government of the United Kingdom of Great Britain and Northern Ireland, resulting in a savings of \$20,000.

III. Estimated expenditures for 2016

16. Table 4 shows the estimated expenditures for 2016, as at 31 December 2016, against the budget for 2016 approved by the Plenary at its fourth session (decision IPBES-4/2).

Table 4
Estimated expenditures for 2016
 (United States dollars)

<i>Budget items</i>	<i>2016 approved budget</i>	<i>2016 estimated expenditures</i>	<i>Estimated balance</i>
1. Meetings of the Platform bodies			
1.1 Annual session of the Plenary			
Travel costs of fourth Plenary session participants (travel and DSA)	500 000	410 045	89 955
Conference services (translation, editing and interpretation)	765 000	770 912	-5 912
Plenary reporting services	65 000	59 998	5 002
Security for the Plenary ^a	100 000	–	100 000
Subtotal 1.1 Sessions of the Plenary	1 430 000	1 240 955	189 045
1.2 Bureau and Multidisciplinary Expert Panel sessions			
Travel and meeting costs of participants for two Bureau sessions	70 900	66 083	4 817
Travel and meeting costs of participants for two Panel sessions	240 000	153 906	86 094
Subtotal 1.2 Bureau and Multidisciplinary Expert Panel sessions	310 900	219 990	90 910
Subtotal 1.3 Travel costs of the Chair to represent the Platform	25 000	–	25 000
Subtotal 1 Meetings of the Platform bodies	1 765 900	1 460 945	304 955
2. Implementation of the work programme			
2.1 Objective 1: strengthen the capacity and knowledge foundations of the science-policy interface to implement key functions of the Platform	1 317 500	1 209 859	107 641
2.2 Objective 2: strengthen the science-policy interface on biodiversity and ecosystem services at and across the subregional, regional and global levels	1 598 750	1 189 557	409 193
2.3 Objective 3: strengthen the knowledge-policy interface with regard to thematic and methodological issues	651 500	444 894	206 606
2.4 Objective 4: communicate and evaluate Platform activities, deliverables and findings	275 000	227 268	47 732
Subtotal 2 Implementation of the work programme	3 842 750	3 071 578	771 172
3. Secretariat			
3.1 Personnel			
3.1.1 Professional and higher category			
Head of Secretariat (D-1)	290 700	192 068	98 632
Programme Officer (P-4)	228 700	132 454	96 246
Programme Officer (P-4) ^b	–	–	–
Programme Officer (P-3)	190 800	97 885	92 915
Programme Officer (P-3)	190 800	148 138	42 662
Associate Programme Officer (P-2)	165 900	90 747	75 153
Associate Programme Officer (P-2)	165 900	73 321	92 579
Subtotal 3.1.1 Professional and higher category	1 232 800	734 613	498 187
3.1.2 Administrative personnel			
Administrative support staff member (G-6)	115 900	41 280	74 620
Administrative support staff member (G-6)	115 900	24 937	90 963
Administrative support staff member (G-5)	115 900	59 485	56 415
Administrative support staff member (G-5)	115 900	58 432	57 468
Administrative support staff member (G-5)	115 900	41 494	74 406
Subtotal 3.1.2 Administrative personnel	579 500	225 628	353 872
Subtotal 3.1 Personnel	1 812 300	960 240	852 060
3.2 Secretariat: operating costs (non-personnel)			
3.2.1 Travel on official business			
Official travel	120 000	66 898	53 102
Subtotal 3.2.1 Travel on official business	120 000	66 898	53 102
3.2.2 Staff training			
Staff training	25 000	14 499	10 501
Subtotal 3.2.2 Staff training	25 000	14 499	10 501
Secretariat operating costs			

Table 4 (continued)
Estimated expenditures for 2016
 (United States dollars)

<i>Budget items</i>	<i>2016 approved budget</i>	<i>2016 estimated expenditures</i>	<i>Estimated balance</i>
3.2.3 Equipment and office supplies			
Expendable equipment (items under \$1,500 each)	4 500	2 849	1 651
Office supplies	12 000	10 106	1 894
Subtotal 3.2.3 Equipment and office supplies	16 500	12 955	3 545
3.2.4 Premises			
Contribution to common costs (maintenance of office space, common security, switchboard service, etc.)	45 000	41 812	3 188
Subtotal 3.2.4 Premises	45 000	41 812	3 188
3.2.5 Printers, photocopiers, IT services and miscellaneous			
Operation and maintenance of printers and photocopiers	5 000	4 101	899
Software and other miscellaneous expenses	4 000	1 000	3 000
IT support services ^c	20 000	49 000	-29 000
Subtotal 3.2.5 Printers, photocopiers and IT services	29 000	54 101	-25 101
3.2.6 Telephone, postage and miscellaneous			
Telephone	20 000	9 843	10 157
Postage and miscellaneous	2 000	335	1 665
Subtotal 3.2.6 Telephone, postage and miscellaneous	22 000	10 178	11 822
3.2.7 Hospitality			
Hospitality	5 000	0	5 000
Subtotal 3.2.7 Hospitality	5 000	0	5 000
Subtotal 3.2 Operating costs (non-personnel)	262 500	200 444	62 056
Subtotal 3 Secretariat (personnel and operating costs)	2 074 800	1 160 684	914 116
Subtotal 1+2+3	7 683 450	5 693 208	1 990 242
Programme support costs (8 per cent)	614 676	455 457	159 219
Total cost to the trust fund	8 298 126	6 148 664	2 149 462
Contribution to the working capital reserve (10 per cent)	126 873	126 873	0
Total cash requirement	8 424 999	6 275 537	2 149 462

^a According to the security risk assessment conducted by the United Nations Department of Safety and Security, Malaysia was at security level I (the lowest level). As a result, the United Nations was not requested to provide security services and security was instead provided by the host Government, at its own expense, in accordance with the host government agreement between UNEP and the Government of Malaysia.

^b P-4 secondment from UNEP.

^c UNV provides IT services to all UNEP-related offices based in Bonn through a service-level agreement. The services include a help desk, local area network, internet security, DNS services, server hosting and subscriptions to Microsoft Office 365 Enterprise E3. Under the agreement, which has been in effect since 1 January 2015, the fee charged each year depends on the number of users. In 2015 the fee was \$22,000; in 2016 it increased to \$49,000 owing to an increase in the number of users as well as an increase in the help desk fee charged by UNV.

17. Expenditures in 2016 amounted to an estimated \$6,148,664, which represents a savings of \$2,149,462 compared to the budget approved by the Plenary. As in 2015, the savings compared to the budgeted amount was achieved mainly through savings in the work programme (\$771,172) and on secretariat personnel and operating costs (\$852,060) and to a lesser extent through savings in the meetings of the Platform bodies (\$304,955).

18. The estimated savings of \$771,172 in the work programme derived from savings under the four objectives, but in particular under objectives 2 (\$409,193) and 3 (\$206,606), corresponding to the on-going assessments, as follows: savings on conference venues thanks to in-kind support from countries and organizations and the convening of meetings at the United Nations campus in Bonn (approximately \$176,000 and \$27,000, respectively, saved under objectives 2 and 3); lower than expected spending on travel and DSA for meetings organized in 2016 owing to participation by fewer experts than expected, to fewer experts eligible for funding than expected (fewer than 75 per cent of participants were supported), to fewer eligible experts attending meetings than expected, and to some meetings being shorter than their planned duration of five days (\$333,000 saved for meetings held in Bonn). Dissemination and outreach costs related to the pollination and scenario assessments were mainly charged in 2015 through the UNEP-WCMC contract, which resulted in savings of approximately \$260,000 in 2016.

19. The estimated savings of \$852,060 in secretariat personnel costs is attributable to the delayed recruitment of personnel for new positions and to replace departed staff. For part of 2016, the secretariat functioned with only 7 of the 11 posts budgeted for that year, with additional staff arriving in May, July and August. Additional savings result from the inclusion in the full provision of a large buffer for benefits of about \$600,000; such buffers are usually not spent, and were not spent in 2016.

20. The estimated savings of \$304,955 in connection with meetings of Platform bodies came about in part because Kuala Lumpur is categorized by the United Nations as security level I (the lowest level). As a result it was not necessary to use the funds budgeted for United Nations security services for the fourth session of the Plenary, and security was provided by the host Government at its expense (see footnote to table 4). Another part of the savings in this area was due to the erroneous inclusion in the budget since the start of IPBES of funding for a third annual meeting of the Multidisciplinary Expert Panel, an error which will be corrected in 2017; as only two meetings of the Panel are held each year the funds allocated for the third meeting go unspent. The rest of the savings in this area comes from the United Kingdom of Great Britain and Northern Ireland funding the travel of the Chair of the Panel and from savings in travel costs of Plenary session participants thanks to advance planning.

IV. Proposed revised budgets for 2017 and 2018

21. In decision IPBES-4/2, the Plenary adopted the budget for the biennium 2016–2017 and took note of the proposed budgets for 2018 and 2019, noting that the latter would require further revision prior to their adoption. Table 5 presents the approved budget for 2017 and the proposed budget for 2018, together with proposed changes and proposed revised budgets for those two years.

Table 5
Proposed revised budgets for 2017 and 2018
(United States dollars)

<i>Budget items</i>	<i>2017 budget approved at IPBES 4</i>	<i>Proposed changes</i>	<i>Proposed revised 2017 budget</i>	<i>2018 budget proposed at IPBES-4</i>	<i>Proposed changes</i>	<i>Proposed revised 2018 budget</i>
1. Meetings of the Platform bodies						
1.1 Annual sessions of the Plenary						
Travel costs of fifth and sixth Plenary sessions participants (travel and DSA)	500 000		500 000	500 000		500 000
Conference services (translation, editing and interpretation) and venue	765 000	65 000	830 000	765 000	300 000	1 065 000
Plenary reporting services	65 000		65 000	65 000		65 000
Security for the Plenary	100 000		100 000	100 000		100 000
Subtotal 1.1 Sessions of the Plenary	1 430 000	65 000	1 495 000	1 430 000	300 000	1 730 000
1.2 Bureau and Multidisciplinary Expert Panel sessions						
Travel and meeting costs of participants for two Bureau sessions	70 900		70 900	70 900		70 900
Travel and meeting costs of participants for two Panel sessions	240 000	-70 000	170 000	240 000	-70 000	170 000
Subtotal 1.2 Bureau and Multidisciplinary Expert Panel sessions	310 900	-70 000	240 900	310 900	-70 000	240 900
1.3 Travel costs of the Chair to represent the Platform						
	25 000		25 000	30 000		30 000
Subtotal 1 Meetings of the Platform bodies	1 765 900	-5 000	1 760 900	1 770 900	230 000	2 000 900

Table 5 (continued)
Proposed revised budgets for 2017 and 2018
 (United States dollars)

<i>Budget items</i>	<i>2017 budget approved at IPBES 4</i>	<i>Proposed changes</i>	<i>Proposed revised 2017 budget</i>	<i>2018 budget proposed at IPBES-4</i>	<i>Proposed changes</i>	<i>Proposed revised 2018 budget</i>
2. Implementation of the work programme						
2.1 Objective 1: strengthen the capacity and knowledge foundations of the science-policy interface to implement key functions of the Platform	1 067 500		1 067 500	1 067 500		1 067 500
2.2 Objective 2: strengthen the science-policy interface on biodiversity and ecosystem services at and across the subregional, regional and global levels	2 414 250	312 000	2 726 250	1 347 500	218 750	1 566 250
2.3 Objective 3: strengthen the knowledge-policy interface with regard to thematic and methodological issues	507 000	56 000	563 000	902 500	-800 000	102 500
2.4 Objective 4: communicate and evaluate Platform activities, deliverables and findings	275 000	150 035	425 035	345 000	100 035	445 035
Subtotal 2 Implementation of the work programme	4 263 750	518 035	4 781 785	3 662 500	-481 215	3 181 285
3. Secretariat						
3.1 Personnel						
3.1.1 Professional and higher category						
Head of Secretariat (D-1)	298 000		298 000	305 400		305 400
Programme Officer (P-4)	234 400		234 400	240 300		240 300
Programme Officer (P-4) ^a				–		–
Programme Officer (P-3)	195 600		195 600	200 500		200 500
Programme Officer (P-3)	195 600		195 600	200 500		200 500
Associate Programme Officer (P-2)	170 000		170 000	174 300		174 300
Associate Programme Officer (P-2)	170 000		170 000	174 300		174 300
Subtotal 3.1.1 Professional and higher category	1 263 600		1 263 600	1 295 300		1 295 300
3.1.2 Administrative personnel						
Administrative support staff member (G-6)	118 800		118 800	121 800		121 800
Administrative support staff member (G-6)	118 800		118 800	121 800		121 800
Administrative support staff member (G-6)	118 800		118 800	121 800		121 800
Administrative support staff member (G-6) – part time		59 400	59 400		59 400	59 400
Administrative support staff member (G-5)	118 800		118 800	121 800		121 800
Administrative support staff member (G-5)	118 800		118 800	121 800		121 800
Subtotal 3.1.2 Administrative personnel	594 000	59 400	653 400	609 000	59 400	668 400
Subtotal 3.1 Personnel	1 857 600	59 400	1 917 000	1 904 300	59 400	1 963 700
3.2 Secretariat: operating costs (non-personnel)						
3.2.1 Travel on official business						
Official travel	120 000		120 000	130 000		130 000
Subtotal 3.2.1 Travel on official business	120 000		120 000	130 000		130 000

Table 5 (continued)
Proposed revised budgets for 2017 and 2018
 (United States dollars)

<i>Budget items</i>	<i>2017 budget approved at IPBES 4</i>	<i>Proposed changes</i>	<i>Proposed revised 2017 budget</i>	<i>2018 budget proposed at IPBES-4</i>	<i>Proposed changes</i>	<i>Proposed revised 2018 budget</i>
3.2.2 Staff training						
Staff training	15 000		15 000	15 000		15 000
Subtotal 3.2.2 Staff training	15 000		15 000	15 000		15 000
3.2.3 Equipment and office supplies						
Expendable equipment (items under \$1,500 each)	4 500		4 500	4 500		4 500
Office supplies	12 000		12 000	12 000		12 000
Subtotal 3.2.3 Equipment and office supplies	16 500		16 500	16 500		16 500
3.2.4 Premises						
Contribution to common cost (maintenance of office space, common security, switchboard service, etc.)	45 000		45 000	45 000		45 000
Subtotal 3.2.4 Premises	45 000		45 000	45 000		45 000
3.2.5 Printers, photocopiers, IT services and miscellaneous						
Operation and maintenance of printers and photocopiers	5 000		5 000	5 000		5 000
Software and other miscellaneous expenses	4 000		4 000	4 000		4 000
IT support services	25 000	36 250	61 250	25 000	36 250	61 250
Subtotal 3.2.5 Printers, photocopiers and IT services	34 000	36 250	70 250	34 000	36 250	70 250
3.2.6 Telephone, postage and miscellaneous						
Telephone	20 000		20 000	20 000		20 000
Postage and miscellaneous	2 000		2 000	2 000		2 000
Subtotal 3.2.6 Telephone, postage and miscellaneous	22 000		22 000	22 000		22 000
3.2.7 Hospitality						
Hospitality	5 000		5 000	5 000		5 000
Subtotal 3.2.7 Hospitality	5 000		5 000	5 000		5 000
Subtotal 3.2 Operating costs (non-personnel)	257 500	36 250	293 750	267 500	36 250	303 750
Subtotal 3 Secretariat (personnel and operating)	2 115 100	95 650	2 210 750	2 171 800	95 650	2 267 450
Subtotal 1+2+3	8 144 750	608 685	8 753 435	7 605 200	-155 565	7 449 635
Programme support costs (8 per cent)	651 580	48 695	700 275	608 416	-12 445	595 971
Total cost to the trust fund	8 796 330	657 380	9 453 710	8 213 616	-168 010	8 045 606
Contribution to working capital reserve (10 per cent)				-925 096		-925 096
Total cash requirement	8 796 330	657 380	9 453 710	7 288 520	-168 010	7 120 510

^a P-4 secondment from UNEP

A. Proposed adjustments to the approved 2017 budget

22. The present section presents the main adjustments proposed for the approved 2017 budget.

1. Meetings of the Platform bodies

23. It is proposed that a new sub-item on conference venue costs be added under item 1.1 (sessions of the Plenary). When a session of the Plenary is held in Bonn, the Government of Germany provides in-kind support to cover 90 per cent of the cost of the conference venue at the World Conference Centre on the condition that the remaining 10 per cent is borne by the IPBES trust fund. For the fifth session of the Plenary, the conference venue cost is estimated at \$650,000. The new sub-item corresponds to 10 per cent of this cost – or \$65,000 – for 2017. A corresponding amount has not yet been included for 2018, as IPBES has issued a call to Governments to express their interest in hosting the sixth session.

24. As noted above, since the first year of IPBES the IPBES budget has erroneously included three meetings of the Multidisciplinary Expert Panel per year instead of two. It is proposed that this error be corrected, which would permit the reduction of the amount allotted to sub-item 1.2 by \$70,000.

2. Implementation of the work programme

25. Objective 2: an increase of \$312,000 is proposed as follows:

(a) The Bureau strongly recommends that a full second author meeting involving lead authors be held in 2017 for the global assessment. The current budget only provides for lead author participation in the first and third meetings. This leaves too much time without the possibility for interaction and discussion of major issues while there is still ample time to make major changes. This proposed change would entail an additional cost of \$262,000;

(b) One meeting is proposed for each of 2017 and 2018, at a cost of \$50,000 per meeting, at which the first and second order drafts of the global assessment would be analysed with representatives of indigenous people and local communities' networks with the aim of fully developing the indigenous and local knowledge component of the global assessment.

26. Objective 3: an increase of \$56,000 is proposed in order to allow the experts on land degradation participating in the four regional assessments to attend the third author meeting for the land degradation and restoration assessment to bring a regional perspective to that assessment.

27. Objective 4: an increase of \$150,035 is proposed, corresponding to:

(a) The cost of the review of IPBES for 2017, which is half of the total cost proposed in the note by the secretariat on the procedure for the review of the effectiveness of the administrative and scientific functions of the Platform (IPBES/5/11) – \$200,070;

(b) The cost of a meeting of the expert group on policy support tools (\$50,000 in 2017), which did not meet in 2016 but should meet in 2017 and 2018 in the context of the new collaboration with Oppla to provide guidance for the development of content for the catalogue of policy-support tools.

28. In addition, the budget will need to reflect the decision of the Plenary regarding the two thematic assessments (invasive species and sustainable use) and the methodological assessment on values, for which no funds are currently included in the budget. The note by the secretariat on considerations pertaining to the undertaking of two thematic assessments and one methodological assessment (document IPBES/5/6) foresees a budget of \$997,000 over three years for each of these assessments.

29. Should the Plenary decide to start one or more new assessments in 2017, a new position would need to be established in the IPBES secretariat to deal with the challenging task of coordinating seven or more assessments simultaneously. This position would be at the P-3 level (\$195,600).

3. Secretariat personnel and operating cost

30. The Bureau strongly recommends the addition of a new half-time position at the G-6 level at a cost of \$59,400 per year to strengthen the knowledge and information management function of the secretariat, in particular regarding the further establishment and management of the overall IPBES database and web-based knowledge and data management interfaces. This staff member would support the associate knowledge management officer (P-2), who faces a heavy workload and has no backup.

31. The increase in the cost of IT services in 2016, owing to an increase in the number of users, is expected to recur in 2017. An additional amount of \$36,250 therefore needs to be budgeted to accommodate the number of users expected in 2017.

B. Proposed adjustments to the 2018 indicative budget

32. The present section presents the main adjustments proposed for the 2018 proposed budget presented to and taken note of by the Plenary at its fourth session.

1. Meetings of the Platform bodies

33. At its sixth session the Plenary will consider five assessments, including four regional assessments that will be considered in parallel sessions. It will therefore require additional resources to cover the interpretation services for those parallel sessions. Details of these arrangements are provided in the note by the secretariat on the organization of the sixth and seventh sessions of the Plenary and initiation of the development of a second work programme for IPBES (document IPBES/5/12). It is estimated that this additional cost, reflected in sub-item 1.1, will amount to \$300,000.

34. As mentioned above, the IPBES budget has, since its first year, erroneously included three meetings of the Multidisciplinary Expert Panel per year instead of two. It is proposed to correct this error, and correspondingly to reduce the amount allocated to sub-item 1.2 by \$70,000.

2. Implementation of the work programme

35. Objective 2: an increase of \$218,750 is proposed as follows:

(a) The current budget for technical support for the four regional assessments and the land degradation assessment includes funding until the sixth session of the Plenary. It is proposed that funds be added to cover a three-month period after the sixth session to be used to finalize the chapters, compile and post the comments and perform communication and outreach work. This support would require \$37,500 for each regional assessment and \$18,750 for the land degradation assessment, amounting to a total of \$168,750;

(b) As mentioned in section V A above, one meeting in 2018 is proposed at a cost of \$50,000, focusing on the second order draft, to develop the indigenous and local knowledge component of the global assessment.

36. Objective 3: at its fourth session, the Plenary agreed on a budget of \$800,000 for each of 2018, and 2019 for the invasive species and values assessments. This amount has been removed because the budget will need to reflect the decision of the Plenary regarding the two thematic assessments (invasive species and sustainable use) and the methodological assessment on values, for which no funding is currently included in the budgets. In document IPBES/5/6, on considerations pertaining to the undertaking of two thematic and one methodological assessment, provision is made for a budget of \$997,000 over three years for each of these assessments.

37. Objective 4: an increase of \$100,035 is proposed, corresponding to the cost of the second year of the review of IPBES as proposed in document IPBES/5/11, on the procedure for the review of the effectiveness of the administrative and scientific functions of the Platform, bringing the total to \$200,070.

3. Secretariat personnel and operating costs

38. Additional costs for secretariat personnel and operating costs are similar to those presented for the same item in 2017, with \$59,400 per year for a new G-6 half-time position in the IPBES secretariat and an additional amount of \$36,250 towards increased IT services costs.

V. Proposed revised indicative budget for January–May 2019

39. Table 6 presents proposed changes to the proposed budget presented to and taken note of by the Plenary at its fourth session (decision IPBES-4/2, annex, table 6), resulting in a proposed revised budget for the period January–May 2019. The proposed revisions are prompted by the consideration that the seventh session of the Plenary is to be held in May 2019 to allow sufficient time for the production of the global assessment and to adjust its launch to respond to the reporting requirements of the Strategic Plan for Biodiversity 2011–2020 and its Aichi Biodiversity Targets.

40. Salaries have been included for the entire secretariat. Prorated operating costs for the January–May period are also reflected, together with the cost of the seventh session of the Plenary. The proposed budget for 2019 will need to be heavily revised when the second work programme, beginning in 2019, is considered.

Table 6
Proposed revised budget for January–May 2019
 (United States dollars)

<i>Budget items</i>	<i>2019 budget proposed at IPBES-4</i>	<i>Proposed changes</i>	<i>Proposed revised budget for January-May 2019</i>
1. Meetings of the Platform bodies	–	–	–
1.1 Annual session of the Plenary			
Travel costs of seventh Plenary session participants (travel and DSA)	500 000		500 000
Conference services (translation, editing and interpretation)	765 000		765 000
Plenary reporting services	65 000		65 000
Security for the Plenary	100 000		100 000
Subtotal 1.1 Sessions of the Plenary	1 430 000		1 430 000
1.2 Bureau and Multidisciplinary Expert Panel sessions			
Travel and meeting costs for participants for the Bureau session			
Travel and meeting costs of participants in the Panel session			
Subtotal 1.2 Bureau and Multidisciplinary Expert Panel sessions			
1.3 Travel costs of the Chair to represent the Platform			
Subtotal 1 Meetings of the Platform bodies	1 430 000		1 430 000
2. Implementation of the work programme			
2.1 Objective 1: strengthen the capacity and knowledge foundations of the science-policy interface to implement key functions of the Platform	91 667		91 667
2.2 Objective 2: strengthen the science-policy interface on biodiversity and ecosystem services at and across the subregional, regional and global levels	127 500		127 500
2.3 Objective 3: strengthen the knowledge-policy interface with regard to thematic and methodological issues	800 000	-800 000	0
2.4 Objective 4: communicate and evaluate Platform activities, deliverables and findings	118 750		118 750
Subtotal 2 Implementation of the work programme	1 137 917	-800 000	337 917
3. Secretariat			
3.1 Secretariat personnel			
3.1.1 Professional and higher category			
Head of Secretariat (D-1)	127 250		127 250
Programme Officer (P-4)	100 125		100 125
Programme Officer (P-4) ^a	–		–
Programme Officer (P-3)	83 542		83 542
Programme Officer (P-3)	83 542		83 542
Associate Programme Officer (P-2)	72 625		72 625
Associate Programme Officer (P-2)	72 625		72 625
Subtotal 3.1.1 Professional and higher personnel	539 709		539 709
3.1.2 Administrative personnel			
Administrative support staff member (G-6)	50 750		50 750
Administrative support staff member (G-6)	50 750		50 750
Administrative support staff member (G-6)	50 750		50 750
Administrative support staff member (G-6) – part time		24 750	24 750
Administrative support staff member (G-5)	50 750		50 750
Administrative support staff member (G-5)	50 750		50 750
Subtotal 3.1.2 Administrative personnel	253 750	24 750	278 500
Subtotal 3.1 Personnel	793 459	24 750	818 209

Table 6 (continued)
Proposed revised budget for January–May 2019
 (United States dollars)

<i>Budget items</i>	<i>2019 budget proposed at IPBES-4</i>	<i>Proposed changes</i>	<i>Proposed revised budget for January-May 2019</i>
3.2 Secretariat: operating costs (non-personnel)			
Secretariat travel			
3.2.1 Travel on official business			
Official travel	65 000		65 000
Subtotal 3.2.1 Travel on official business	65 000		65 000
3.2.2 Staff training			
Project management professional training			
Subtotal 3.2.2 Staff training			
3.2.3 Equipment and office supplies			
Expendable equipment (items under \$1,500 each)	1 875		1 875
Office supplies	5 000		5 000
Subtotal 3.2.3 Equipment and office supplies	6 875		6 875
3.2.4 Premises			
Contribution to common cost (maintenance of office space, common security, switchboard service, etc.)	18 750		18 750
Subtotal 3.2.4 Premises	18 750		18 750
3.2.5 Printers, photocopiers, IT support and miscellaneous			
Operation and maintenance of printers and photocopiers	2 083		2 083
Software and other miscellaneous expenses	1 667		1 667
IT support services	10 417	15 104	25 521
Subtotal 3.2.5 Printers, photocopiers, IT support and miscellaneous	14 167	15 104	29 271
3.2.6 Telephone, postage and miscellaneous			
Telephone	8 333		8 333
Postage and miscellaneous	833		833
Subtotal 3.2.6 Telephone, postage and miscellaneous	9 166		9 166
3.2.7 Hospitality			
Hospitality	2 083		2 083
Subtotal 3.2.7 Hospitality	2 083		2 083
Subtotal 3.2 Operating costs (non-personnel)	116 041	15 104	131 145
Subtotal 3 Secretariat (personnel and operating costs)	909 500	39 854	949 354
Subtotal 1+2+3	3 477 417	-760 146	2 717 271
Programme support costs (8 per cent)	278 193	-60 812	217 382
Total cost to the trust fund	3 755 610	-820 958	2 934 653
Contribution to working capital reserve (10 per cent)			
Total cash requirement	3 755 610		2 934 653

^a P-4 secondment from UNEP

41. Changes compared to the indicative budget noted by the Plenary at its fourth session are outlined in the following sections.

1. Implementation of the work programme

42. Objective 3: the proposed budgets for 2018 and 2019 presented to and taken note of by the Plenary at its fourth session included \$800,000 in each year for the invasive species and values assessments. This amount has been removed from the proposed budget for January–May 2019. The final 2019 budget will need to reflect the decision of the Plenary regarding the two thematic assessments (invasive species and sustainable use), and the methodological assessment on values, for

which no budget is currently included. In document IPBES/5/6, on considerations pertaining to the undertaking of two thematic and one methodological assessment, provision is made for a budget of \$997,000 over three years for each of these assessments.

2. Secretariat personnel and operating costs

43. The cost of a new G-6 half-time position in the IPBES secretariat is included in 2019 for the January–May period. The increase in the cost of IT services mentioned for previous years also applies to that period.

VI. Overview of the cost of the Platform and estimate of the funds to be raised

44. All contributions received to date, as at 15 December 2016, amount to \$26,476,193. Outstanding pledges for the period 2016–2018 amount to \$3,274,951. Total resources received or pledged to date thus amount to \$29,751,144 (table 1).

45. The total cost of the entire first IPBES work programme, totaling \$40,506,766, is presented in table 7. It includes the completion of six ongoing assessments and all adjustments proposed for the period 2016–2019 and assumes that no new assessment is undertaken as part of the first work programme.

Table 7

Total cash requirement for the first work programme of the Platform (2012–2019)
(United States dollars)

<i>Year</i>	<i>Total</i>
2012 (actual)	480 123
2013 (actual)	2 326 754
2014 (actual)	3 784 158
2015 (actual)	8 131 321
2016 (estimated)	6 275 537
2017 (proposed revised budget)	9 453 710
2018 (proposed revised budget)	7 120 510
2019 (indicative budget)	2 934 653
Total cash requirement	40 506 766

46. In the light of the above, the funding that still needs to be raised amounts to \$10,755,622, corresponding to the difference between the total cost (\$40,506,766) of the first work programme and the total resources received or pledged to date (\$29,751,144). In response to this critical situation, the Bureau urges Governments and stakeholders in a position to do so to pledge contributions to the trust fund for 2017 and subsequent years.

47. Table 8 presents the total cash requirement (costs to be met from the trust fund plus contributions to the working capital reserve) for 2017–2019 and an estimate of the cumulative balance of available funds.

48. The cash balance available as at 1 January 2017 is estimated at \$6,189,233. It corresponds to the difference between the total amount of contributions received and pledged for the period 2012–2016, which equals \$27,187,127 (table 1), and the sum of all expenses incurred between 2012 and 2016 presented in table 7, amounting to \$20,997,894. That amount plus the pledged amount as at 15 December 2016, for 2017 (\$1,384,319) equals \$7,573,552, which represents the total income available for 2017, based on secured cash or pledges made.

49. The total income available for 2017 is used in table 8 as a basis for estimating the cumulative balance of available funds from 2017–2019.

50. Conservative estimate: line A of table 8 presents a very conservative scenario that provides an estimated balance, using as income only the pledges made as at 15 December 2016 for 2017 and 2018. According to this conservative scenario, the Platform will be in deficit in 2017, needing an additional \$1,880,157 to balance its budget. The deficit can be expected to grow in subsequent years to reach a critical level of \$10,755,622 in 2019. The amount of \$10,755,622 thus represents the total amount of funds to be raised.

51. Realistic scenario: line B of table 8 is a more realistic scenario that provides a revised estimated balance, using as income, in addition to the pledges made as at 15 December 2016 for 2017 and 2018, potential additional contributions based on past experience of contributions by regular contributors. According to this more realistic scenario, the Platform will also be in deficit in 2017 and will need \$707,630 to balance its budget. The deficit can be expected to grow in subsequent years to reach a smaller but nevertheless still critical level of \$8,391,840 in 2019.

Table 8

Total cash requirements for the Platform and estimated cumulative balance of available funds for the period 2017–2019

(United States dollars)

	2017		2018		2019	
	<i>Total cash requirement</i>	<i>Cumulative balance of available funds (+/-)</i>	<i>Total cash requirement</i>	<i>Cumulative balance of available funds (+/-)</i>	<i>Total cash requirement</i>	<i>Cumulative balance of available funds (+/-)</i>
Estimated cash balance as at 1 January 2017		6 189 233				
Additional income pledged (refer Table 1)		1 384 319		1 179 698		
A. Estimated balance based on pledges made for 2017–2018	9 453 710	(1 880 157)	7 120 510	(7 820 969)	2 934 653	(10 755 622)
Potential additional contributions from regular contributors (NB: pledges not made)		1 172 528		1 191 255		
B. Revised estimated balance taking into account potential additional contributions	9 453 710	(707 630)	7 120 510	(5 457 187)	2 934 653	(8 391 840)

VII. Fundraising activities and draft fundraising strategy

A. Fundraising activities

52. As in preceding years, the Executive Secretary under the guidance of the Bureau has continued to proactively seek funding, including through invitations to all Governments and observers to provide financial resources and in-kind support. As a result, significant financial contributions (table 1) and in-kind support (table 2) have been received, leading to substantial savings in the work programme. In order to raise awareness of the needs of IPBES with regard to capacity-building and to forge new partnerships, the high-level segment of the IPBES capacity-building forum was held in New York on 23 September 2016 in the margins of the seventy-first regular session of the United Nations General Assembly (for more details see the note by the secretariat on work on capacity-building, in document IPBES-5/3).

53. Under the guidance of the Bureau, the Executive Secretary has also achieved further improvements in the efficiency of the operations of IPBES. These include savings related to venue costs and staff travel, resulting from the holding of major meetings in Bonn, and savings related to DSA, resulting from the provision of meals and accommodation to meeting participants. In addition, certain posts and responsibilities related to travel and procurement have been consolidated at the headquarters of the secretariat in Bonn, which has led to a reduction in travel costs achieved through more efficient and timely handling. Secretariat staff have also contributed to the savings effort by volunteering to travel in economy class in situations where business class tickets were allowed by United Nations rules.

B. Draft fundraising strategy

54. A draft fundraising strategy has been developed by the Executive Secretary under the guidance of the Bureau and is presented in the annex to the present note.

VIII. Suggested actions by the Plenary

55. The Plenary may wish to consider the following actions:
- (a) To welcome the cash and in-kind contributions received since the fourth session of the IPBES Plenary;
 - (b) To note the status of cash and in-kind contributions received to date;
 - (c) To note also the pledges made for the period beyond 2016;
 - (d) To note further the status of expenditures in the biennium 2015–2016, as well as the level of savings incurred during the biennium;
 - (e) To invite pledges and contributions to the IPBES trust fund, as well as in-kind contributions, from Governments, United Nations bodies, the Global Environment Facility, other intergovernmental organizations, stakeholders and others in a position to make such contributions to support the work of the Platform, including regional economic integration organizations, the private sector and foundations;
 - (f) To request the Executive Secretary, working under the guidance of the Bureau, to report to the Plenary at its sixth session on expenditures for the biennium 2016–2017;
 - (g) To adopt the revised budget for the biennium 2017–2018 amounting to \$[];
 - (h) To take note of the proposed budget for 2019, amounting to \$[], noting that it will require further revision prior to its adoption;
 - (i) To request experts from developed countries nominated as members of expert groups or subsidiary bodies to confirm that they have the financial support necessary for their participation in the work of IPBES;
 - (j) To approve the fundraising strategy and to request the Executive Secretary, in accordance with the financial rules of IPBES and working under the guidance of the Bureau with the support of member countries, to start implementing the strategy and to report on progress in doing so to the Plenary.

Annex

Draft fundraising strategy

I. Fundraising under IPBES: three types of resources

1. IPBES relies on three types of resources to successfully and effectively implement its mandate and reach its objective of strengthening the science-policy interface for biodiversity and ecosystem services: cash contributions to the trust fund; in-kind contributions to support the implementation of the work programme; and the leveraging of activities of partners in support of IPBES.

2. Cash contributions to the trust fund support the basic operation of IPBES, including the sessions of the Plenary, the Bureau and the Multidisciplinary Expert Panel, the operation of the secretariat and the implementation of the work programme. According to rule 5 of the IPBES financial procedures, adopted by the Plenary in decisions IPBES-2/7 and IPBES-3/2, cash contributions to the trust fund are to be made as non-earmarked contributions. As an exception, single contributions in excess of \$300,000 per contributor per activity are allowed with the approval of the Plenary. Single contributions not exceeding \$300,000 per contributor per activity may be accepted with the approval of the Bureau. To date, cash contributions to the trust fund have been received exclusively from Governments. Some donor Governments are contributing to the trust fund on a regular basis, while other contributions have been irregular, and the range of contributions has varied.

3. In-kind contributions are defined as direct support, not received by the trust fund, for activities either scheduled as part of the work programme, that otherwise would have to be covered by the trust fund, or organized in support of the work programme. Providers of in-kind contributions range from individuals to institutions and Governments, and their contributions cover a wide range of activities, including:

(a) Provision of time and expertise at no cost to IPBES by the experts that are members of assessment and other expert groups – an in-kind contribution without which the implementation of the work programme of IPBES would not be viable within the current financial limits;

(b) Costs of participation in IPBES meetings by experts from developed countries that are not eligible for financial support;

(c) Provision of technical support for specific deliverables by institutions hosting technical support units;

(d) Provision of meeting facilities and logistical support for specific meetings;

(e) Provision of data such as data relevant to indicators, access to knowledge otherwise available only for a fee, or free access to built digital infrastructure.

4. The leveraging of activities of partners in support of IPBES does not directly contribute to the implementation of the IPBES work programme, but it does indirectly play an important role in ensuring the overall success of IPBES. Such leveraging includes building the foundations on which IPBES can draw in its operations and that enable the successful uptake and practical application of IPBES deliverables. In this vein, partners contribute to the work of IPBES by, for example, promoting and catalysing activities aimed at responding to priority capacity-building needs, supporting the generation of knowledge in areas where IPBES has identified and prioritized gaps and enabling the engagement of indigenous and local communities within IPBES.

5. Fundraising for IPBES needs to address all three types of resources. As a well-resourced trust fund is most central to the functioning of IPBES, emphasis should be placed on the raising of cash contributions to the trust fund. At the same time, however, in-kind contributions and the leveraging of activities of partners are also crucial in ensuring the success of IPBES.

II. Activities to strengthen fundraising

6. The following activities are suggested to strengthen fundraising for IPBES:

(a) Increasing understanding of the current structure of IPBES donors and identifying potential donors or partners for each of the three types of resources, noting that, while engaging philanthropic foundations and the private sector should be one objective of IPBES fundraising activities, Governments are likely to remain the key group of donors to the trust fund;

- (b) Increasing understanding of incentives, motivation, disincentives and barriers in respect of donors providing funds, in-kind contributions and supporting activities;
- (c) Enhancing efforts to increase the membership of IPBES;
- (d) Actively communicating the importance of the work of IPBES and its benefits to potential donors and partners;
- (e) Increasing the awareness of potential donors and partners with regard to available avenues for supporting IPBES;
- (f) Creating opportunities for engagement with potential donors and partners, including in the margins of high-level events and through bilateral meetings;
- (g) Working with existing donors willing to champion fundraising efforts;
- (h) Widely acknowledging the contributions of donors and partners.

III. Priority activities for 2017

7. A resource mobilization officer, sponsored by the French Government, will coordinate the implementation of the fundraising strategy for the first work programme of IPBES, starting in September 2017. It is suggested that the following activities be undertaken between the fifth and sixth sessions of the Plenary:

- (a) Formal invitation to countries not members of IPBES to become members;
 - (b) Production of communication materials to showcase the value of the work of IPBES to potential partners and donors, using tangible examples and narratives and outlining specific avenues for the provision of support, including contributions to the trust fund, the provision of earmarked funds to the extent that the financial rules permit, the more flexible option of in-kind contributions and the undertaking of supporting activities;
 - (c) Identification of a number of donor champions and collaboration with them in the organization of a fundraising meeting in the margins of the high-level political forum on sustainable development that will be held from 10 to 19 July 2017 in New York;
 - (d) Preparation of an analysis, including through consultations with member States and other potential donors, of the current structure of IPBES donors and the incentives, motivations, disincentives and barriers that they face in providing funds, contributions and support and identification of strategies for enhancing incentives, overcoming obstacles and engaging additional potential donors and partners;
 - (e) Engagement with targeted Governments, foundations, businesses and existing relevant fundraising events in line with the strategies identified;
 - (f) Development and maintenance of a list of contributors to IPBES on the IPBES website;
 - (g) Organization of a meeting of potential donors in the lead-up to the sixth session of the Plenary.
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