

Paper 6.B - IATI Work plan Y3 FY15-16

Introductory notes:

Tab 1: Provides top level information, with total figures for proposed income and expenditure

Tab 2: Core budget with staff and activities aggregated at output level

Tab 3: Detailed breakdown of all proposed activities for FY15/16

Tab 4: Detailed breakdown of staff costs between the five members of the Secretariat, including in-kind contributions.

Y3 Budget FY 15/16	FY15/16 Core budget	FY15/16 fully funded budget
Total staff costs	1,485,538	1,704,000
Total activity costs	374,396	816,922
UNDP - UNOPS GMS 8%	60,444	87,660
UNOPS 1%	11,355	14,887
Total budget	\$ 1,931,733	\$ 2,623,469
Total in kind staff contributions	\$ (328,019)	\$ (328,019)
Net budget Y3	\$ 1,603,714	\$ 2,295,450
With current budget and funding model, funds should be received as follows:		
	FY15/16 Core budget	FY15/16 fully funded budget
Membership fee:	1,122,600	1,606,815
Voluntary Contribution:	481,114	688,635

Income

Income - (assuming membership fees remain at Y1 & Y2 levels)		
Net Y3 budget	1,603,714	%
70% Membership fees	1,122,600	
30% Voluntary Contributions	481,114	
Membership fees - donors x 27	\$ 1,167,750	
Membership fees - CSOs x 5	\$ 5,500	73
Membership fees - partner countries x 3	\$ 3,300	
Additional voluntary contribution (AVC)	\$ 300,000	19
Total Y2 income	\$ 1,476,550	92
Net budget	\$ 1,603,714	100
Unfunded amount	\$ (127,164)	8
Income scenarios if donor fees are increased in Y3:		
	FY15/16 Core budget	FY15/16 fully funded budget
	51,733	85,017

***Y3 fees received in advance:**

USAID	50,000
Ireland - Irish Aid	8,950
Denmark - Ministry of Foreign Affairs	39,354
International Fund for Agricultural Development (IFAD)	43,250
The Bill and Melinda Gates Foundation	56,750
Total	198,304



**Total Activity and Staff Costs
for the IATI Secretariat & Tech Team
matched with deliverables and outputs for Y3 \$1.93 core budget**

Output	Result	Activity	Prioritisation				TOTAL	Staff Costs		Staff FTEs	Activity Costs
			Q1	Q2	Q3	Q4		Secretariat	Technical Team	Total FTEs	
							\$ 1,531,915	\$ 757,476	\$ 400,043	9.5	\$ 374,396
1. CORE TECHNICAL FUNCTIONS <u>Output:</u> IATI Standard upgraded and technical infrastructure maintained and developed.	>>Maintain technical infrastructure >>Upgrade standard >>Align with other standards & processes	1.A.1 IATI technical infrastructure sits on managed servers with a high level of support and stability	x	x	x	x	\$ 346,982	\$ -	\$ 209,258	2.3	\$ 137,724
		1.B.1 Maintain regular dialogue with OECD-DAC to ensure IATI Standard and upgrade process remain aligned with relevant OECD-DAC processes	x	x	x	x					
		1.B.2 The IATI Standard includes new modules/extensions to better reflect Humanitarian work and Debt and Equity (the latter is dependent on outcome of Financing for Development processes)			x	x					
		1.B.3 Consultation and technical work is undertaken as necessary to better align the IATI Standard with other similar initiatives (e.g. Open Contracting, HXL etc) and to include elements that support the reporting of South-South cooperation			x	x					
		1.C.1 AidStream is maintained and developed as a core publishing tool	x	x	x	x					
		1.C.2 Guidance (video and written) is maintained and improved, including being upgraded in line with the IATI Standard	x	x	x	x					
		1.C.3 Maintain IATI subscriptions	x	x	x	x					
2. TECHNICAL SUPPORT TO IMPLEMENTING ORGANISATIONS <u>Output:</u> Quality and quantity of IATI data improved, including all IATI components of Common Standard.	>>Technical support for publishers to improve data >>Maintain/update tools & documentation	2.A.1 IATI publishers are supported by the technical team to continuously improve the quality of their data	x	x	x	x	\$ 213,790	\$ -	\$ 190,785	2.1	\$ 23,005
		2.A.2 IATI Dashboard and d-portal are developed and maintained as key tools for monitoring data quality	x	x	x	x					
		2.B.1 IATI technical team provides technical support to new target publishers	x	x	x	x					
		2.B.2 IATI technical team works with other service providers (e.g. Bond, Partos) to ensure NGOs are supported to publish and improve quality of IATI data	x	x	x	x					
		2.B.3 IATI technical team ensures other service providers understand how to provide support to publishers and they are kept informed of changes and upgrades to the IATI Standard and related documentation	x	x	x	x					
3. DATA USE AT COUNTRY LEVEL <u>Output:</u> Frameworks and systems in place for partner country members to use IATI data.	>>Strengthen partner country engagement >>Work with AIMS providers to increase IATI data accessibility	3.A.1 Country empowerment with greater partner country caucus engagement in IATI through regular dialogue, seeking views and inputs into IATI governance and global dialogue on transparency	x	x	x	x	\$ 82,505	\$ 52,505	\$ -	0.2	\$ 30,000
		3.A.2 Dialogue with AIMS providers and pilot countries working to improve methods of accessing IATI data at country level to inform future development of the IATI Standard	x	x	x	x					
		3.A.3 Support process of dialogue among partner countries through peer to peer exchange in workshops, webinars and through bilateral discussions wherever possible (workshops if voluntary funding available)	x	x	x	x					
4. IATI INSTITUTIONAL AND ADMINISTRATIVE MANAGEMENT <u>Output:</u> IATI is effectively and efficiently managed at institutional and administrative levels.	>>Support and advise governance structures to guide IATI >>Enable TAG community to support implementation and development >>Organise and fund participants for 2 SC meetings	4.A.1 Develop and support implementation of resource mobilisation strategy for IATI	x	x	x	x	\$ 638,247	\$ 501,247	\$ -	3	\$ 137,000
		4.A.2 Collect and manage financial contributions	x	x	x	x					
		4.B.1 Agendas, engagement, consultation, discussion papers, recording of outcomes, necessary follow-up action including update of SOP	x	x	x	x					
		4.B.2 Provide logistic support for two Steering Committee meetings annually	x	x	x	x					
		4.B.3 Provide support to ad hoc and standing sub-groups	x	x	x	x					
		4.C.1 Organise one annual TAG meeting			x	x					
		4.D.1 Organise and attend bi-annual IATI Secretariat face-to-face planning sessions			x	x					
		4.D.2 Organise and attend bi-annual IATI Secretariat face-to-face planning sessions			x	x					
5. COMMUNICATION AND OUTREACH <u>Output:</u> Outreach strengthened among existing IATI members and other development actors.	>>Reinforce political commitment to transparency through outreach >>Produce communications materials including Annual Report 2015	5.A.1 Maintain strategic engagement with existing members to strengthen its brand and impact, including timely briefing of senior speakers representing IATI in the development policy discussions in relevant international fora	x	x	x	x	\$ 250,390	\$ 203,723	\$ -	1.9	\$ 46,667
		5.A.2 Identify strategic opportunities for engagement with development actors in different fields to promote new memberships and publishers from new and emerging markets, private sector and others	x	x	x	x					
		5.A.3 Represent IATI in technical communities and at key events			x	x					
		5.B.1 Generate and update communications and advocacy materials for current and potential new members	x	x	x	x					
		5.B.2 Develop specific thematic campaigns for IATI around relevant international events on open data and transparency	x	x	x	x					
		5.B.3 Reinforce IATI as an intellectual hub by developing and publishing think-pieces and contributing to policy-oriented discussions	x	x	x	x					
		5.B.4 Produce 2015 Annual Report as flagship comms publication			x	x					
		5.C.1 Carry out website review and scoping exercise for front and back-end web redesign			x	x					
		5.C.2 Merge IATI's websites and online tools into a single web presence under a common url (front end, user experience)			x	x					
		5.C.3 Scope, design and build a single log-in user interface to bring together access to all IATI products and tools (back end)			x	x					
MANAGEMENT FEE (8% and 1% of the pass through)						71,799	45,484	-	-	26,315	
TOTAL (NET OF IN-KIND STAFF CONTRIBUTION)						1,603,714	802,960	400,043	9.50	400,711	

1) Staff in-kind contribution to the overall work of the Secretariat is provided by all consortium members including UNDP, UNOPS, DI and the Governments of Sweden and Ghana and is NOT listed in this overview
2) For the Staff Costs this table is showing FTEs (Full Time Equivalents) within the Tech Team and the three organization within the Secretariat in line with the budget
3) The multistakeholder consortium is made stronger by linkages between the core competencies of those involved which enables inter-organizational support and cross-fertilization between the five outputs

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Output	Activity Result	Activity	Priority	Activity Owner	Budget (\$) (Activity cost - core budget)	Budget (\$) (Activity cost - full budget)	
			1: Essential 2: Improvements				
CORE TECHNICAL FUNCTIONS - Lead: DI				X	\$160,729	\$188,884	
1. Ensuring the integrity of the IATI Standard and maintaining and improving the technical infrastructure, systems and tools	1.A. Core IATI technical infrastructure is maintained and developed	1.A.1 IATI technical infrastructure sits on managed servers with a high level of support and stability	1	DI	\$45,009	\$45,009	
	1.B The IATI standard is upgraded and developed as necessary through a transparent, community-based process	1.B.1 Maintain regular dialogue with OECD-DAC to ensure IATI Standard and upgrade process remain aligned with relevant OECD-DAC processes	1	DI	\$ -	\$1,667	
		1.B.2 The IATI Standard includes new modules/extensions to better reflect Humanitarian work and Debt and Equity (the latter is dependent on outcome of Financing for Development processes)	2	DI	\$ -	\$3,334	
		1.B.3 Consultation and technical work is undertaken as necessary to better align the IATI Standard with other similar initiatives (e.g. Open Contracting, HXL etc) and to include elements that support the reporting of South-South cooperation	2	DI	\$ -	\$3,334	
	1.C. Publishing experience for IATI publishers is enhanced through improvements to tools, products and access	1.C.1 AidStream is maintained and developed as a core publishing tool	1	DI	\$50,000	\$50,000	
		1.C.2 Guidance (video and written) is maintained and improved, including being upgraded in line with the IATI Standard	1	DI	\$ -	\$ -	
		1.C.3 Maintain IATI subscriptions	1	DI	\$42,715	\$42,715	
	2. Quality and quantity of IATI data improved	2.A. Data quality strategy continues to be implemented to drive up the quality and usability of existing data from IATI members and other key publishers	2.A.1 IATI publishers are supported by the technical team to continuously improve the quality of their data	1	DI	\$ -	\$ -
			2.A.2 IATI Dashboard and d-portal are developed and maintained as key tools for monitoring data quality	1	DI	\$23,005	\$34,490
2.B Organisations wishing to publish IATI data receive all necessary technical support		2.B.1 IATI technical team provides technical support to new target publishers	1	DI	\$ -	\$8,335	
				SE	\$ -	\$ -	

		2.B.2 IATI technical team works with other service providers (e.g. Bond, Partos) to ensure NGOs are supported to publish and improve quality of IATI data	1	DI	\$ -	\$ -
		2.B.3 IATI technical team ensures other service providers understand how to provide support to publishers and they are kept informed of changes and upgrades to the IATI Standard and related	1	DI	\$ -	\$ -
COUNTRY OWNERSHIP AND INCREASED DATA USE AT COUNTRY LEVEL - Lead: UNDP and GHANA				X	\$30,000	\$60,000
3. National governments are supported to access and use IATI data in financial and budgetary decision-making processes.	3.Efforts of governments from both donor and partner countries supported to increase use of development data	3.A.1 Country empowerment with greater partner country caucus engagement in IATI through regular dialogue, seeking views and inputs into IATI <u>governance and global dialogue on transparency</u>	1	Ghana	\$ -	\$ -
		3.A.2 Dialogue with AIMS providers and pilot countries working to improve methods of accessing IATI data at country level to inform future development of the IATI Standard	1	UNDP	\$ -	\$ -
		3.A.3 Support process of dialogue among partner countries through peer to peer exchange in workshops, webinars and through bilateral discussions wherever possible (workshops if voluntary	1	Ghana	\$ -	\$ -
			UNDP	\$ 30,000	\$60,000	
INSTITUTIONAL LEADERSHIP - Lead: UNDP				X	\$137,000	\$435,206
4. Leadership and strategic positioning of IATI is continually strengthened and the initiative is fully resourced	4.A Resource mobilisation strategy ensures funding for IATI is regular, predictable and sustainable	4.A.1 Develop and support implementation of resource mobilisation strategy for IATI	1	UNDP	\$ -	\$ -
		4.A.2 Collect and manage financial contributions	1	UNOPS	\$ -	\$ -
	4.B. IATI Secretariat provides efficient support to its governance structures to guide the initiative	4.B.1 Agendas, engagement, consultation, discussion papers, recording of outcomes, necessary follow-up action including update of SOP	1	UNDP	\$ -	\$ -
		4.B.2 Provide logistic support for two Steering Committee meetings annually.	1	UNOPS	\$ 77,000	\$ 218,520
		4.B.3 Provide support to ad hoc and standing sub-groups	1	UNDP	\$ -	\$ -
	4.C Technical Advisory Group advises on implementation of the Standard	4.C.1 Organise one annual TAG meeting	2	UNOPS	\$40,000	\$179,676
	4.D IATI Secretariat and Technical	4.D.1 Organise and attend bi-annual IATI Secretariat	2	UNOPS	\$ -	\$17,010

	Team are managed efficiently to support governance mechanism	face-to-face planning sessions		UNDP	\$ 10,000	\$10,000		
				DI	\$ 10,000	\$10,000		
				SE	\$ -	\$ -		
COMMUNICATIONS & OUTREACH - Lead: UNDP, DI and SWEDEN				X	\$46,667	\$132,832		
5. Outreach among existing members and other development actors increases reach and impact of IATI	5.A Outreach strategy increases awareness and understanding of IATI among a diverse range of development actors	5.A.1 Maintain strategic engagement with existing members to strengthen its brand and impact, including timely briefing of senior speakers representing IATI in the development policy discussions in relevant international fora	1	SE	\$ -	\$ -		
				UNDP	\$ 30,000	\$ 30,000		
				DI	\$ -	\$10,000		
		5.A.2 Identify strategic opportunities for engagement with development actors in different fields to promote new memberships and publishers from new and emerging markets, private sector and others	1	DI	\$ -	\$ -		
				SE	\$ -	\$ -		
		5.A.3 Represent IATI in technical communities and at key events	2	DI	\$ -	\$8,335		
	5.B Communications strategy supports IATI objectives to improve quality, quantity of data and diversification of membership	5.B.1 Generate and update communications and advocacy materials for current and potential new members	1	DI	\$ -	\$ -		
				5.B.2 Develop specific thematic campaigns for IATI around relevant international events on open data and transparency	DI	\$ -	\$ -	
					5.B.3. Reinforce IATI as an intellectual hub by developing and publishing think-pieces and contributing to policy-oriented discussions	DI	\$ -	\$ -
						SE	\$ -	\$ -
		5.B.4 Produce 2015 Annual Report	2	DI	\$ 16,667	\$ 23,333		
	5.C Improved online user experience	5.C.1 Carry out website review and scoping exercise for front and back-end web redesign	2	DI	\$ -	\$ -		
				DI	\$ -	\$30,582		
5.C.2 Merge IATI's websites and online tools into a single web presence under a common url (front end, user experience)		2	DI	\$ -	\$30,582			
	5.C.3 Scope, design and build a single log-in user interface to bring together access to all IATI products and tools (back end)	2	DI	\$ -	\$30,582			
				X	\$374,396	\$816,922		
		Personnel	1	DI	\$588,970	795,432		
		Personnel	1	UNDP	\$262,527	\$262,527		
		Personnel	1	UNOPS	\$306,022	\$318,022		
TOTAL PERSONNEL COSTS					\$1,157,519	\$1,375,981		

MANAGEMENT FEE UNDP 8%	\$26,602	\$29,002
MANAGEMENT FEE UNOPS (8%)	\$33,842	\$58,658
MANAGEMENT FEE UNOPS (1%)	\$11,355	\$14,887
IN KIND CONTRIBUTION	\$328,019	\$328,019
TOTAL with in-kind contribution	\$1,931,733	\$2,623,469
GRAND TOTAL (net budget)	\$1,603,714	\$2,295,450

STAFF COSTS		FTE core	\$ Core		FTE full	\$ Full
UNDP						
<i>Senior management oversight</i>	<i>In-kind</i>	<i>0.15</i>	<i>\$ 42,365</i>		<i>0.15</i>	<i>\$ 42,365</i>
Project Coordinator		1	\$ 262,527		1	\$ 262,527
DI						
<i>Senior management oversight</i>	<i>In-kind</i>	<i>0.2</i>	<i>\$ 40,000</i>		<i>0.2</i>	<i>\$ 40,000</i>
<i>IATI secretariat</i>						
Senior Policy Adviser		0.6	\$ 75,417		0.6	\$ 75,417
Technical Lead		0.2	\$ 33,978		0.2	\$ 33,978
Programme Manager		0.5	\$ 52,021		0.5	\$ 52,021
<i>IATI technical team</i>						
Programme Manager		0.5	\$ 52,021		0.5	\$ 52,021
Programme Advisor		0.4	\$ 36,568		0.4	\$ 36,568
Communications Officer		1	\$ 86,000		1	\$ 86,000
Developer		1	\$ 80,374		1	\$ 80,374
Senior Business & Data Analyst		0.8	\$ 74,584		0.8	\$ 74,584
Business & Data Analyst		1	\$ 66,697		1	\$ 66,697
Business & Data Analyst (East Africa)		0.5	\$ 24,609		0.5	\$ 24,609
Business & Data Analyst		0	\$ -		1	\$ 74,363
Software Development Manager		0	\$ -		0.6	\$ 50,558
Developer		0	\$ -		1	\$ 74,839
Adviser (0.5 days p/m in core; 1 day p/m in full)		N/A	\$ 6,701		N/A	\$ 13,403
UNOPS						
<i>Senior management oversight</i>	<i>In-kind</i>	<i>0.15</i>	<i>\$ 15,000</i>		<i>0.15</i>	<i>\$ 15,000</i>
Logistics, Admin and Financial Specialist		1	\$ 121,300		1	\$ 121,300
Transparency and Communications Officer		0.5	\$ 52,150		0.5	\$ 52,150
Transparency and Communications Analyst		0.5	\$ 40,150		0.5	\$ 40,150
Support Services		N/A	\$ 92,422		N/A	\$ 104,422
Sweden						
<i>MFA/Sida</i>	<i>In-kind</i>	<i>1.35</i>	<i>\$ 221,654</i>		<i>1.35</i>	<i>\$ 221,654</i>
Ghana						
<i>Senior Management Oversight</i>	<i>In-kind</i>	<i>0.05</i>	<i>\$ 2,800</i>		<i>0.05</i>	<i>\$ 2,800</i>
<i>Policy Officer</i>	<i>In-kind</i>	<i>0.4</i>	<i>\$ 6,200</i>		<i>0.4</i>	<i>\$ 6,200</i>
TOTAL		11.8	\$ 1,485,538		14.4	\$ 1,704,000
TOTAL IN KIND CONTRIBUTIONS (STAFF)		2.3	\$ 328,019		2.3	\$ 328,019
TOTAL STAFF COSTS TO BE COVERED		9.5	\$ 1,157,519		12.1	\$ 1,375,981