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Item 6 (a) of the provisional agenda\*

**Work programme of the Platform: capacity-building****Work on capacity-building (deliverables 1 (a) and 1 (b))****Note by the secretariat****Introduction**

1. In decision IPBES-2/5, the Plenary of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services (IPBES) established a task force on capacity-building for the period 2014–2018. Terms of reference for the task force were set out in annex II to the decision. The primary purpose of the task force is to support the achievement of deliverables 1 (a) and 1 (b) of the first IPBES work programme. Information on the membership of the task force is set out in the background document on work on capacity-building (IPBES/5/INF/3).
2. The task force is co-chaired by the vice-chair of the Bureau from Grenada (since 2016) and the Bureau member from Norway (since 2014). The three-person technical support unit for the task force is provided on a full in-kind basis by the Government of Norway, and located at the Norwegian Environment Agency in Trondheim. The work of the task force has also been supported by the United Nations Environment Programme (UNEP) World Conservation Monitoring Centre (WCMC) under a contract arrangement with the Norwegian Environment Agency. The present note was drafted by the co-chairs, supported by the technical support unit, in consultation with the task force.
3. The task force held its fourth meeting in Budapest, from 19 to 22 April 2016, and has continued work intersessionally on the capacity-building activities reported on below in cooperation with the expert groups of other relevant IPBES work programme deliverables.
4. In decision IPBES-3/1, the Plenary approved the list of priority capacity-building needs of IPBES, and requested the task force on capacity-building and its technical support unit to work with all relevant subsidiary bodies under IPBES to ensure that those needs were fully addressed. Following a review of progress at its fourth session, the Plenary, in decision IPBES-4/1, requested the task force to further adjust the list of capacity-building needs to give highest priority to the most important and pressing needs, with a view to the implementation of the first work programme of IPBES.
5. In decision IPBES-4/1, the Plenary also requested:
  - (a) The task force on capacity-building to continue the piloting of the draft programme on fellowship, exchange and training, to report on progress, and to make recommendations for its further development to the Plenary at its fifth session;
  - (b) The task force on capacity-building to continue the piloting of the Biodiversity and Ecosystem Services Network, a prototype matchmaking facility that brings together those having capacity-building needs with those able to help meet those needs, whether technical or financial – , in

\* IPBES/5/1/Rev.1.

collaboration with strategic partners representing both implementers and conventional and potential sources of funding, and to report on progress and make recommendations for the further development and implementation of the facility to the Plenary at its fifth session;

(c) The Bureau, with the support of the secretariat and the task force on capacity-building and its technical support unit, to convene a second meeting of the capacity-building forum of IPBES during the second half of 2016 with representatives of the implementers and conventional and potential sources of funding, and to present a report on the outcome of the forum to the Plenary at its fifth session.

6. In response to these requests for prioritization, programming, matchmaking and collaboration, the task force has developed a rolling plan for capacity-building, presented in section I and the annex of the present document. Section II provides specific information on piloting the draft programme on fellowship, exchange and training and the prototype matchmaking facility. Section III provides information about the second meeting of the IPBES capacity-building forum. In section IV, the next steps for the implementation of the rolling plan are presented. Section V sets out suggested actions for the Plenary. The draft decision on this item is reproduced in document IPBES/5/1/Add.2.

## **I. Addressing the Platform's priority capacity-building needs through a rolling plan for capacity-building**

7. In response to the above request by the Plenary for further prioritization, programming, matchmaking and collaboration, the task force has developed a rolling plan for capacity-building. The plan is based on the experience gained from the piloting of the draft programme on fellowship, exchange and training and the prototype matchmaking facility. It takes into account advice received from the capacity-building forum at its first and second meetings. The plan was circulated in draft form to a wide range of stakeholders, including all the participants in the aforementioned first and second meetings of the capacity-building forum. Those contacted were invited to comment on the plan, and to consider how they could assist in its implementation. The plan has been developed in close liaison with the Bureau, the Multidisciplinary Expert Panel, the secretariat and the expert groups associated with other IPBES deliverables.

8. The rolling plan is intended as a coherent approach to addressing the priority capacity-building needs and activities relating to deliverables 1 (a) and 1 (b) of the first IPBES work programme. It will also be used as a basis for communicating more effectively with partners and others interested in supporting capacity-building under the auspices of the platform. The plan is intended as a living document that introduces and frames the capacity-building work of IPBES in the form of current and planned activities, including those undertaken by partners that are aligned with the priority capacity-building needs. The plan sets out the principles, strategic directions and modalities for building and further developing individual and institutional capacities based on the priority needs established by the IPBES Plenary. In addition, the plan will contain a regularly updated list of activities that IPBES plans to undertake alone and in collaboration with partners. The executive summary of the plan appears in the annex to the present document, and the rolling plan in document IPBES/5/INF/3.

9. In response to the request from the Plenary for further prioritization of the list of capacity-building needs, the task force has developed a set of criteria for reviewing proposed activities and offers of technical and financial support prior to their acceptance as activities relevant to IPBES. These criteria are not intended as a reinterpretation of the priorities set by the Plenary, but as an operationalization of these priorities in a pragmatic manner for each of the three strategies of the rolling plan (learning and engagement; facilitating access to expertise and information; strengthening national and regional capacities). The criteria may be found in the executive summary set out in the annex.

10. The rolling plan incorporates a range of activities already being undertaken and, with the assistance of its technical support unit, the task force on capacity-building has continued the implementation of a number of activities relating to strategy 1 of the rolling plan (learning and engagement), while at the same time developing dialogue and partnerships with potential partners and funders in a position to support the implementation of activities under the plan (including through the forum). These activities are described below.

## II. Piloting the draft programme on fellowship, exchange and training and the prototype matchmaking facility

11. The piloting of the draft programme on fellowship, exchange and training and of the prototype matchmaking facility have continued in parallel to the development of the rolling plan. The piloting of the fellowship programme continues to be successful as can be seen below. Some progress is being made on training, but this is also contingent on the development and articulation of IPBES guidance material, as explained below. Limited efforts were expended in 2016 on the work on exchanges. These are documented in the footnotes to the executive summary of the capacity-building rolling plan (see the annex to the present note). Valuable experience was gained regarding matchmaking, and this is presented in greater detail below. This experience calls for a more coherent approach, which is to be pursued through the development of the rolling plan.

### A. Fellowship programme

12. The fellowship programme, initiated in 2015, comprises 49 fellows from 37 countries and offers mentoring and training opportunities. Fellows are assigned to specific chapters and mentors, and will be duly acknowledged in the final reports. Fellows are invited to attend author meetings and training, and those from eligible countries can receive travel support. The feedback on the level of participation, commitment and contribution by the fellows has been very positive across the assessments.

13. The first stage of the piloting involved selecting and supporting 33 fellows for the thematic assessment on land degradation and restoration, and the four regional assessments (work programme deliverables 3 (b) (i) and 2 (b), respectively). On the basis of this positive feedback, the piloting was expanded to include the global assessment on biodiversity and ecosystem services (work programme deliverable 2 (c)) with a greater number of fellows than the number selected for each assessment in the first stage. In March 2016, the Chair of IPBES issued a call to member States and observers for the nomination of fellows to take part in the global assessment on biodiversity and ecosystem services. From among 221 valid nominations received, 16 fellows were selected by the Multidisciplinary Expert Panel to participate in the global assessment. Prior to the first author meeting, the fellows attended a designated fellows' day, which provided an introduction to IPBES and an opportunity for exchanging views with other fellows on this and other assessments under way.

14. All IPBES fellows are invited to participate in a joint workshop in Bilbao, Spain, in January 2017 with in-kind support from the Basque Centre for Climate Change, with a view to strengthening their capacity to contribute to their respective assessments. The workshop will include further training and facilitate exchanges of experiences among fellows on all the assessments. Further information on the fellowship programme may be found in document IPBES/5/INF/3.

### B. Training

15. The pilot training activities are based on existing guidance material produced by IPBES, in particular the guide on assessments (work programme deliverable 2 (a)). This guide is considered a living document and underwent extensive revisions in 2016, partly in response to the experience gained from the pilot training activities. Further information may also be found in the document on progress in the development of the guide for assessments (IPBES/5/INF/6).

16. The technical support unit has organized four webinars, as part of the IPBES webinar series, in which experts involved in IPBES have given presentations on the assessment process, the conceptual framework, the pollination report and the preliminary guide on conceptualization of values. Attendance and feedback have been consistently positive, with an average of 150–200 people attending each webinar. Recordings of the webinars have subsequently been downloaded by over 1,000 people. Considering the positive feedback and low costs involved, further webinars are being planned, and consideration is being given to making webinars available in other languages.

17. An e-learning tool on the conceptual framework of IPBES has been made available, and another e-learning tool on the aforementioned guide for assessments is now under development. Both of these tools have been developed in partnership with WCMC. The date for release of the e-learning tool on the guide for assessments will depend on when the revision of the guide has been completed. Other online opportunities for learning in response to needs reported from the assessments are also under consideration, including short informational and instructional videos on key topics.

18. In response to requests for capacity building, the following training exercises have taken place or will take place prior to the fifth session of the Plenary:

(a) One-day capacity-building dialogue with Eastern European stakeholders, which was organized by the task force on capacity-building in April 2016, with support from the Hungarian Academy of Sciences and Corvinus University. This was held in the margins of the annual task force meeting, and brought together capacity-building experts and Eastern European stakeholders from the academic sector, governments and civil society. The aim was to enable experts from the region to improve their understanding of IPBES and to engage with it more effectively;

(b) Two capacity-development writing workshops for the European, Central Asian and African regional assessments on biodiversity and ecosystem services, which will be held from 30 January to 3 February and 13 to 17 February 2017 in Turkey and South Africa, respectively. Both workshops will be supported by the technical support unit on capacity-building, working with the co-chairs of the assessments and their technical support units. The workshops are designed to build experts' capacities around identified core needs through hands-on training during the drafting of the second-order draft of these assessments, including how to deal with comments received during the peer-review of the first-order drafts. The background document on progress in the implementation of the regional and subregional assessments (IPBES/5/INF/7) provides further information on this issue;

(c) Capacity-building workshop to develop summaries for policymakers on the thematic assessment on land degradation and restoration and the four regional assessments, which is to be held in February 2017. The workshop is being organized for all five assessments together, with a view to fostering mutual learning while promoting a common approach to summaries across the assessments.

### C. Matchmaking

19. Deliverable 1 (a) of the work programme, states that priority capacity-building needs for the purposes of implementing the work programme are to be matched with resources raised through catalysing financial and in-kind support. It was envisaged that implementation of the deliverable would be supported by a web-based matchmaking facility overseen by the capacity-building forum. The task force on capacity-building was mandated to advise on the implementation of the matchmaking facility, with the aim of helping to match available technical and financial resources with priority capacity-building needs, seeking and taking advice from the forum where appropriate.

20. As described in the note by the secretariat on capacity-building for deliverables 1 (a) and 1 (b) (IPBES/4/6), the beta version of the online elements of the prototype matchmaking facility developed in cooperation with the United Nations Development Programme (UNDP) and its Biodiversity and Ecosystem Services Network web-portal initiative was considered at the first meeting of the IPBES capacity-building forum. Based on advice received, it was suggested at the fourth session of the IPBES Plenary that further work on the web-based matchmaking facility was needed. It was expected that this work would involve testing and further developing the concept of matchmaking, a governance scheme and an action plan, addressing the following elements, among others: the definition of entries in the facility; the development of processes and criteria for review; acceptance and facilitation of entries; and identification of the role of subsidiary bodies and strategic partners of the Platform in matchmaking.

21. At its fourth meeting, the task force on capacity-building considered ideas for possible structures and functions for a further development of the web-based prototype matchmaking facility. Some of the elements of the beta version, in particular those related to the webinars and the fellowship programme, were further developed and are hosted on the IPBES website. It was generally felt that, apart from these two elements, the other components were not sufficiently advanced to enable the completion of this web-based prototype. It was therefore felt that priority should be given to the provision of a coherent framework for all current and planned capacity-building activities. Consequently, the task force focused its attention on the development of the capacity-building rolling plan as a step in this direction.

22. Priority was also given to the development of processes and criteria for the review, acceptance and facilitation of matchmaking proposals. These efforts have been carried out in coordination with the consideration of the responses received in the trial open call for projects and pledges made in 2015, as described in the aforementioned document IPBES/4/6. The call received 94 responses, including late ones, almost all of which were seeking financial support. No pledges of financial support were received, apart from some pledging in-kind contributions. The projects included activities in 95 countries and the foremost categories covered by the projects were knowledge and data (59 projects), national assessments of biodiversity and ecosystem services (57 projects), policy support tools (42 projects) and indigenous and local knowledge (30 projects).

23. A set of criteria reflecting the priority capacity-building needs identified by the Plenary is presented in the executive summary of the capacity-building rolling plan set out in the annex. The

criteria were developed to facilitate reviews of the relevance to IPBES of proposed activities and offers of technical and financial support. The criteria have been set out in a score-card format, which was used by members of the task force to review the submissions received in the 2015 trial call for projects and pledges.

24. The facilitation role in matchmaking involves identifying the kind of support needed, whether for project implementation or for further project development. Projects in the trial call that are considered suitable for support will be made available on the IPBES website, as opportunities for investment in capacity-building of relevance to IPBES. An acknowledgement of the relevance of a project to IPBES may assist submitters in seeking their own support. Where appropriate, further assistance will also be given by the task force and its technical support unit to develop, where possible, partnerships to match the needs of these proposals with the appropriate technical and financial resources. This will be done in cooperation with other task forces and expert groups.

25. The project proposals on national ecosystem assessments represent an example of partnerships for matchmaking. With the support of the task force and encouragement from the secretariat, WCMC worked with some of the submitters in interested countries to develop a concept note for consideration by the German International Climate Initiative, which looks at financial support for specific projects relevant to IPBES. Meanwhile, further funding opportunities are also being explored.

26. As part of the matchmaking endeavour, a gradual shift has been made from attempts to develop a web-based prototype facility to an incremental development of the matchmaking functions. This shift in focus is based on past experience and feedback received, including feedback from both meetings of the capacity-building forum. It is intended that the strategies, programmes, initiatives and activities set out in the rolling plan will help frame cooperation among partners in matching identified priority needs with financial and technical resources. It is envisaged that the matchmaking functions will be developed in tandem with similar initiatives, so as to avoid any duplication of efforts and to learn from the experience of others. While it is not the intention at present to make further open general calls for project submissions, as was the case with the trial call, specific calls under the rolling plan may be developed in collaboration with strategic partners representing both implementers and conventional and potential sources of funding.

### **III. Second meeting of the IPBES capacity-building forum**

27. Further to the request from the Plenary, the second meeting of the IPBES capacity-building forum took place on 23 September 2016 in New York, in the margins of the United Nations General Assembly. The primary purpose of the second meeting was to explore opportunities for an increased engagement of partner organizations with IPBES in delivering capacity-building. The meeting comprised a technical segment and a high-level segment, and was co-hosted by UNDP and UNEP. The high-level segment was chaired by the IPBES Chair, together with senior officials from these organizations. The technical segment was chaired by the co-chairs of the IPBES task force on capacity-building.

28. Both segments of the meeting provided excellent advice on how to develop the two IPBES deliverables on capacity-building, and in particular on, first, building momentum in delivering capacity-building through collaboration with other IPBES deliverables; second, developing partnerships to support the delivery of IPBES-related capacity-building; and, third, seeking opportunities for achieving results through capacity-building activities (including through an increased focus on institution building). Participants at the meeting recommended a flexible and purposeful approach to the organization of future meetings of the forum. The meeting report may be found in background document IPBES/5/INF/3, and its primary conclusions have been taken into account in the development of the rolling plan, in the further consideration of the approach to matchmaking (see below), and in an extended effort to build partnerships.

### **IV. Further implementation**

29. The future work of the task force will focus on the implementation of the capacity-building rolling plan. It is proposed that activities under the plan be partly funded through the budget allocated to deliverables 1 (a) and 1 (b), with particular focus on the implementation of the fellowship programme – strategy 1 (a) – and the training and familiarization programme – strategy 1 (b). These activities will also be implemented with in-kind support from experts, partners, members of the task force on capacity-building and the technical support unit.

30. It is anticipated that the other elements of the capacity-building rolling plan (strategy 1 (c) and (d), 2 and 3) will be funded mainly by contributions from partners. The task force and its technical

support unit will develop collaborative activities with partner organizations to implement the rolling plan. They will also work with partner organizations to consider opportunities to leverage increased funding and technical resources. This will include cooperation with other task forces and technical support units to achieve a better understanding of what capacity-building activities are needed for their specific areas of work, and how best to collaborate with them and partner organizations to deliver such capacity-building.

31. The planned list of activities under the capacity-building rolling plan is still being developed, including through collaboration with partners. The activities undertaken, however, will form part of a continuation of the fellowship programme and the training and familiarization programme in line with the activities already being implemented.

32. One activity planned under the training and familiarization programme that is particularly important for IPBES members is the consultation on the four regional assessments on biodiversity and ecosystem services and on the thematic assessment on land degradation and restoration during the external review phase of their second-order drafts in 2017. The consultation will take the form of four regional meetings, and will involve representatives of IPBES member States, together with observers and experts involved in the assessment. It will promote dialogue on the drafts to facilitate the provision of review comments and will seek to develop capacities related to the process of approving the summaries of the assessments by the Plenary for the benefit of policymakers.

33. The task force and its technical support unit will provide support to the Bureau on a potential third meeting of the capacity-building forum, or similar activities, should the need arise. It will do so with a view to adopting a purpose-driven approach to engaging, to a greater degree, strategic partners representing both implementers and conventional and potential sources of funding in support of the implementation of the rolling plan for capacity-building.

## V. Suggested actions

34. The Plenary may wish to consider the following actions:

(a) To welcome the IPBES capacity-building rolling plan, noting that it is a living document meant to guide IPBES work and collaboration among partners to implement deliverables 1 (a) and 1 (b) of the first work programme;

(b) To request that the task force on capacity-building implement the rolling plan and report on progress to the Plenary at its sixth session, and, in this context:

(i) To encourage IPBES member States and observers to take advantage of the regional consultation meetings planned under the capacity-building rolling plan for 2017, to enhance their contribution to the external review of draft assessments;

(ii) To welcome the initial contributions of partner organizations in supporting capacity-building initiatives under the rolling plan, inviting other organizations to join these efforts by offering technical or financial contributions corresponding to identified capacity-building needs;

(iii) To request that the task force on capacity-building further enhance collaboration with other organizations in the implementation of the rolling plan;

(c) To request the Bureau, with the support of the task force on capacity-building, to consider the most effective way of leveraging additional support for capacity-building, including by considering the need for a third meeting of the capacity-building forum in 2017.

## Annex

### IPBES rolling plan for capacity-building

#### Executive summary

#### A. Rationale and objectives

1. The Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services (IPBES) promotes knowledge concerning the diversity of life on earth (biodiversity) and its contribution to humanity (ecosystem services). This concern is reflected in the United Nations 2030 Agenda for Sustainable Development and its Sustainable Development Goals, together with other key aspirations of society, many of which are also causing the human impacts on biodiversity and ecosystem services. Efforts to conserve and sustainably use biodiversity involve balancing the interests of different sectors, and this could benefit from an effective science policy interface. Established in 2012, essentially as an independent body on the lines of the Intergovernmental Panel on Climate Change (IPCC), IPBES aims at strengthening this interface. It does so by undertaking international assessments and promoting national ones; by catalysing knowledge; by promoting the development of policy-support tools; and by undertaking and facilitating capacity-building.

2. IPBES identifies and prioritizes capacity-building needs for improving the science-policy interface at appropriate levels, and provides, calls for and facilitates access to the necessary resources for addressing the highest priority needs directly relating to its activities. The role of capacity-building in IPBES is embedded in both the agreed functions of the Platform and in its operating principles. The capacity-building role of IPBES is operationalized through the following two deliverables in the work programme for the period 2014-2018:<sup>1</sup> deliverable 1 (a): “priority capacity-building needs to implement the Platform’s work programme matched with resources through catalysing financial and in-kind support”; and deliverable 1 (b): “capacities needed to implement the Platform’s work programme developed”.

3. The objective of the capacity-building rolling plan is to identify the principles, strategic directions, modalities and actions for building and further developing capacities of individuals and institutions based on the priority needs<sup>2</sup> established by the IPBES Plenary. The approach involves outlining aims to achieve the capacity-building deliverables under the first IPBES work programme and is financed through the IPBES trust fund, with in-kind support from partners and the task force on capacity-building<sup>3</sup> and its technical support unit, as well as support from other sources including through the capacity building forum with conventional and potential sources of funding. The intention is that over time the activities described will also leverage additional financial and technical resources through matchmaking in cooperation with partners.

4. The plan is envisaged as a living document and sets out the principles, strategic directions and modalities for building and further developing individual and institutional capacities based on the priority needs established by the IPBES Plenary. In addition, the plan will contain a regularly updated list of activities that IPBES plans to undertake alone and in collaboration with partners. In addressing agreed priority capacity-building needs, the plan is based on the principles of: identifying needs; building for the future; leveraging impact; learning lessons; and ensuring quality.

#### B. Strategies

##### 1. Strategy 1: Learning and engagement

5. The primary focus of learning and engagement is on support for implementation of the work programme itself, and for learning associated with that implementation. The strategy will contribute to the investment in IPBES deliverables, which are credible and relevant to all regions of the world. It focuses on building and developing capacity across disciplines and knowledge systems through:

<sup>1</sup> The work programme was adopted by the IPBES Plenary through decision IPBES-2/5 and is set out in annex I to that decision.

<sup>2</sup> See decision IPBES-3/1, by which the IPBES Plenary adopted priority capacity-building needs based on advice from its task force on capacity-building.

<sup>3</sup> The terms of reference of the task force on capacity-building were agreed in decision IPBES-2/5, and are set out in annex II to that decision.

(a) *The IPBES fellowship programme*, which allows junior research officers and other professionals to engage with IPBES activities, working alongside more experienced colleagues. The programme is administered by the technical support unit with additional support from task force members. Activities are mainly supported by the capacity-building component of the IPBES budget under the trust fund, together with some in-kind support. Further contributions from partners may also be solicited. The fellows are selected by the Multidisciplinary Expert Panel with support from the management committees for the assessments based on nominations. Fellows are linked to specific chapters, assigned mentors, and invited to attend authors' meetings and training sessions, for which fellows from eligible developing countries receive travel support. This is a non-sponsored fellowship scheme, and selected fellows are expected to work pro bono (as do the other experts) but will be duly acknowledged in the final reports;

(b) *The IPBES training and familiarization programme*, which is tailored to IPBES needs and will enhance individual and institutional capacities for supporting the development and use of IPBES deliverables. It is based on existing guidance material produced by IPBES, in particular the guide on assessments – work programme deliverable 2 (a). It will be delivered through training workshops; hands on capacity-building integrated into workshops and consultations for the production of IPBES deliverables; and webinars, e-learning tools and other online approaches made available on the IPBES website. The programme is administered by the technical support unit with support from task force members, IPBES experts and partners. Activities are mainly funded from the capacity-building component of the IPBES budget under the trust fund and include support for travel to workshops and development of training material. Activities also benefit from in-kind contributions, and further support may be solicited from partners. Partners may also contribute technically to IPBES training activities and material or offer to host and run such activities. Those trained will be encouraged to pass on their experience to others, so as to broaden the potential impact of training activities;

(c) *Promoting secondments and internships* by encouraging, advertising and, where appropriate, supporting secondments and internships within the secretariat and technical support units to foster shared knowledge and understanding and build experience, while contributing to the work of the secretariat and technical support units.<sup>4</sup> This will involve individuals working in or remotely supporting the secretariat or technical support units for a certain period. The process will be overseen by the technical support unit with support from task force members, while being administered by the receiving or providing institutions. Efforts entail working with the secretariat and interested organizations to develop terms of reference and legal agreements for secondments and internships, including approaches to mentoring and ways of promoting transfer of knowledge and experience to the home institutions of seconded staff members and interns. It is anticipated that activities will mainly be undertaken through contributions by partners. Opportunities for collaboration include seconding staff to the IPBES secretariat or technical support units, or to other organizations supporting IPBES; and hosting seconded staff members and interns working on IPBES-related activities, and supporting their learning;

(d) *Promoting exchange visits and study tours* by encouraging and, where appropriate, supporting exchange visits and study tours among individuals and institutions relevant to the work of IPBES, which will promote peer-based learning and, at the same time, strengthen cooperation among institutions working on IPBES-related activities.<sup>5</sup> While the initiative is promoted and overseen by the technical support unit with support from task force members, it would be administered by the receiving or providing institutions or both. It is anticipated that activities will mainly be undertaken through contributions by partners. Opportunities for collaboration include hosting and participating in study tours and exchange visits so as to increase understanding and experience of those working on IPBES-related activities, and providing financial support to assist those undertaking study tours and exchange visits.

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<sup>4</sup> The secretariat has benefited from the secondment of three staff members, one from UNEP, one from the Government of China and one member of the IPBES Asia-Pacific technical support unit, and also from the contribution of interns. A seconded staff member from the capacity-building task force and University of Montreal is currently supporting the technical support unit of the Africa regional assessment on biodiversity and ecosystem services. These secondments and internships have to date been achieved without the need for significant advertising.

<sup>5</sup> One of the officers of the technical support unit for the task force on knowledge and data worked at the secretariat in Bonn for a period, and the full team of the technical support unit visited the UNEP World Conservation Monitoring Centre in Cambridge. Further visits have been associated with meetings and workshops.



## 2. Strategy 2: Facilitating access to expertise and information

6. Efforts to facilitate access to expertise and information aim to support the implementation of the IPBES work programme and increase the reach and impact of work programme deliverables. These efforts will be assisted by other capacity-building activities, the work of the other IPBES deliverables and the focus on the uptake and implementation of IPBES guidance and deliverables through the following initiatives:

(a) *Building and supporting communities of practice* among experts, policymakers and practitioners based on IPBES work programme deliverables.<sup>6</sup> This initiative will promote the increased use of IPBES products and the further development and sharing of associated information and experience by individuals and institutions taking part in the communities of practice. It will contribute to expanding stakeholder involvement in efforts to strengthen the science-policy interface. Under this initiative, partners will be invited to help develop communities of practice based on IPBES deliverables, such as the guidance on scenarios and models, the guidance on the conceptualization of values, the catalogue of policy-support tools, and completed assessments. It is expected that activities will mainly be undertaken through contributions by partners;

(b) *Facilitating consideration of indigenous and local knowledge* through capacity-building for the effective use of indigenous and local knowledge in assessments and other relevant deliverables, and for dialogue among different knowledge systems. This would be carried out in support of the work of the task force on indigenous and local knowledge systems, responding directly to priority needs identified by the Plenary, when acknowledging the special capacity-building needs related to the development and strengthening of indigenous and local knowledge approaches and procedures. It will contribute to the more effective use of indigenous and local knowledge systems in developing IPBES deliverables, and at the same time to the increased recognition of the potential value of such knowledge systems to national decision-making processes relating to biodiversity and ecosystem services. The initiative will be developed jointly by the task force on capacity-building and its technical support unit, and by the task force on indigenous knowledge systems and its technical support unit, with responsibilities for implementation that have been mutually agreed. It is anticipated that activities will mainly be undertaken through contributions by partners;

(c) *Facilitating access to data, information and knowledge* through developing the necessary capacities of those involved in working on IPBES deliverables, as set out in the strategies of the IPBES data and information management plan,<sup>7</sup> and in decision-making processes relating to biodiversity and ecosystem services. The initiative would be developed jointly by the task force on capacity-building and its technical support unit, and by the task force on knowledge and data and its technical support unit, with responsibilities for implementation that have been mutually agreed. It is expected that activities will mainly be undertaken through contributions by partners.

## 3. Strategy 3: Strengthening national and regional capacities

7. Efforts to strengthen national and regional capacities will draw heavily on the experience of partner organizations and will be implemented with their substantive support. Support will mainly be achieved through partnerships and matchmaking activities on the part of IPBES aimed at addressing the approved priority capacity-building needs, and in particular the second priority area on enhancing the capacity to undertake, use and improve national assessments of biodiversity and ecosystem services, through the following initiatives:

(a) *Promoting and facilitating national capacity-self assessment*, including of capacities for locating and mobilizing financial and technical resources in the science-policy interface as it relates to biodiversity and ecosystem services. Efforts aim to contribute to the increased identification at the national level of priority capacity-building needs relevant to IPBES and of the manner in which they can be addressed, at the same time providing evidence to potential supporters of nationally recognized needs. The task force members and technical support unit will develop an approach to self-assessment working with appropriate organizations, which will then be available for use by the appropriate national authorities with the support, where necessary, of interested partner institutions.

<sup>6</sup> The UNDP Biodiversity and Ecosystem Services Network initiative has indicated an interest in promoting what it refers to as “trialogues” (bringing together knowledge holders, policymakers and practitioners) on the use of IPBES products. In addition, the task force is working with the Sub-Global Assessment Network, which is an existing community of practice among ecosystem assessment practitioners.

<sup>7</sup> The IPBES data and information management plan was agreed on in decision IPBES-3/1, and is set out in annex II to that decision.

Where necessary, support could be sought through matchmaking. It is anticipated that activities will mainly be undertaken through contributions by partners;

(b) *Promoting and facilitating national and sub-global assessments of biodiversity and ecosystem services* by the relevant national and subregional authorities, in order to encourage response to the priority capacity-building needs identified by the Plenary. Efforts aim to contribute to improved capacity at the national and, where relevant, subregional levels to undertake national and subregional assessments of biodiversity and ecosystem services, and to use their findings effectively. This will necessarily include engagement of all relevant stakeholders and relevant sectors. The task force and its technical support unit will consider ways to promote and facilitate national and subregional assessments, in particular through the forum and the matchmaking functions. It is expected that activities will mainly be undertaken through contributions by partners;

(c) *Promoting and facilitating national and regional platforms and networks on biodiversity and ecosystem services*, drawing on existing experience. These platforms would support engagement in IPBES and its work programme, and also support the development, implementation and use of national and subregional assessments. They would facilitate increased cooperation and collaboration among scientists and other knowledge holders, policymakers and decision makers, practitioners and other stakeholders, leading to the more effective generation and use of knowledge in decision-making. The task force and its technical support unit will consider ways to promote and facilitate the development of national and regional platforms, in particular through the forum and the matchmaking functions. It is expected that activities will mainly be undertaken through contributions by partners.

## C. Priorities and criteria for implementing the strategies

8. The task force has developed a set of criteria based on the agreed priority capacity-building needs to be used for reviewing proposed activities and offers of technical and financial support prior to their acceptance as IPBES relevant activities. These criteria are not intended as a reinterpretation of the priorities set by the Plenary, but as an operationalization of these priorities in a pragmatic manner for each of the three strategies described above and operationalized through the rolling plan.

### 1. Strategy 1: Learning and engagement

9. The primary focus should be on those activities supporting implementation of the work programme itself, and on learning associated with that implementation. In order, as mandated by decision IPBES-3/1, to focus on the ability to participate in Platform deliverables, primarily addressed through the proposed fellowship, exchange and training programme, with the priority placed on Platform regional assessments, criterion 1 should apply, and at least two of the other criteria:

(a) *Criterion 1:* Proposed activities should be consistent with strategy 1 of the capacity-building rolling plan, and with one or more of its programmes and initiatives;

(b) *Criterion 2:* Proposed activities should directly support capacity needs relating to achieving implementation of the IPBES work programme, and in particular the regional assessments on biodiversity and ecosystem services;

(c) *Criterion 3:* Proposed activities should be consistent with and complement the work of IPBES subsidiary bodies, expert groups and task forces and the secretariat, including the technical support units;

(d) *Criterion 4:* Proposed activities should directly arise from the work of the IPBES task force on capacity-building, helping to pilot, demonstrate and further communicate the work that they are undertaking.

### 2. Strategy 2: Facilitating access to expertise and information

10. Activities should primarily aim to draw on other IPBES deliverables, and in particular the work of task forces and expert groups, in order to increase access to expertise and information for supporting implementation of the IPBES work programme and increase the reach and impact of work programme deliverables. In order, as mandated by decision IPBES-3/1, to focus on the development and implementation of pilot or demonstration activities addressing other categories of needs, one or more of the following criteria should apply:

(a) *Criterion 5:* Proposed activities should promote multi-stakeholder engagement and networking in implementation of the work programme, including for facilitating the use of IPBES deliverables;

(b) *Criterion 6:* Proposed activities should build and support communities of practice directly arising from the work of one of the following IPBES deliverables, helping to pilot and demonstrate application of their guidance:

- IPBES regional and global assessments
- IPBES thematic assessments
- IPBES work on scenario analysis and modelling
- IPBES work on conceptualization of values
- IPBES work on policy support tools and methodologies

(c) *Criterion 7:* Proposed activities should facilitate consideration of indigenous and local knowledge, drawing on the work of the IPBES task force on indigenous and local knowledge systems, and helping to pilot, demonstrate and further communicate the work that they are undertaking, thereby addressing, as mandated by decision IPBES-3/1, the specific capacity-building needs related to the development and the strengthening of the participatory mechanism and indigenous and local knowledge approaches and procedures;

(d) *Criterion 8:* Proposed activities should facilitate access to data, information and knowledge, drawing on the work of the IPBES task force on knowledge and data, and helping to pilot, demonstrate and further communicate the work that they are undertaking.

### 3. Strategy 3: Strengthening national and regional capacities

11. Activities will mainly be carried out and facilitated through partnerships and matchmaking activities. In order, as mandated by decision IPBES-3/1, to focus on enhancing the capacity to undertake, use and improve national assessments of biodiversity and ecosystem services, criteria 9 and 10 should apply, and either criterion 11 or criterion 12:

(a) *Criterion 9:* Activities should demonstrate how all relevant IPBES guidance, processes and procedures would be taken into account in planning and implementation.

(b) *Criterion 10:* Activities in support of national efforts should demonstrate a national need and, where appropriate, be undertaken in consultation with the relevant IPBES national focal points.

(c) *Criterion 11:* Activities should address the undertaking and use of national and subregional assessments of biodiversity and ecosystem services or similar approaches (including the promotion of national and regional platforms and networks) which have the following characteristics:

- They cover all ecosystems within a country or other geopolitical unit or are clearly defined as thematic or methodological assessments at the appropriate level.
- They demonstrate the involvement of all relevant stakeholders during all stages.
- They demonstrate how indigenous and local knowledge will be considered.

(d) *Criterion 12:* Activities should address the national capacity self-assessments, including capacities for locating and mobilizing financial and technical resources.

## D. Options for organizations wishing to contribute

12. Institutions may choose to fund, undertake or otherwise support relevant capacity-building activities in order to help support implementation of the IPBES capacity-building rolling plan. Collaborative arrangements can take a number of forms, based on the parties' degree of involvement. The IPBES guidance on the development of strategic partnerships and other collaborative arrangements<sup>8</sup> sets out a number of the key considerations, and also the types of collaboration that may be necessary for supporting IPBES implementation. Contributions may be made directly or indirectly through one or more of the following approaches:

(a) *Contributions to the IPBES trust fund through the budget agreed by the Plenary*, which already supports parts of the work described in the plan. Contributions to the rolling plan can therefore

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<sup>8</sup> IPBES guidance on the development of strategic partnerships and other collaborative arrangements was agreed on in decision IPBES-3/4, and is set out in annex III to that decision.

be made through contributions to the IPBES trust fund itself or by direct funding through earmarked contributions to the IPBES trust fund.<sup>9</sup> Any institution wishing to provide direct funding through earmarked contributions to the IPBES trust fund should contact the IPBES secretariat. Acknowledgement of contributions to the trust fund is primarily conveyed through the report of the Executive Secretary to the Plenary on the trust fund;

(b) *In-kind contribution to the capacity-building work of IPBES* through various degrees of involvement where institutions may wish:

- (i) To provide partial or complete support to capacity-building activities under the rolling plan that are being administered by the technical support unit or otherwise organized by IPBES. Examples of such support might include different instances where the capacity-building activity is led by IPBES, but carried out with the technical or financial support of one or more partner institutions or, conversely, led by a partner institution with support from the IPBES secretariat;
- (ii) To offer to administer or undertake activities themselves, working in collaboration with IPBES. This might include instances where institutions already have or would like to plan activities in order to support delivery of the IPBES capacity-building rolling plan, and wish to seek acknowledgement or endorsement from IPBES for so doing. An endorsement or acknowledgement will require a review of the proposed activity order to ensure that it is aligned with IPBES priority capacity-building needs, operating principles, relevant procedures and criteria;

(c) Providing direct technical or financial support to other institutions (for example to organizations in other countries) to enable them to address in a more effective manner priority capacity-building needs. The activities may be explicitly identified in the rolling plan, and may include types of training, or support for fellows, or be inferred from the descriptions of the capacity-building approaches described above, for example, support for national ecosystem assessments;

(d) Alignment of capacity-building activities, whereby institutions may wish to consider how their capacity-building activities can take more account of the objectives, deliverables and ongoing work of IPBES. Alignment of interests may be facilitated through, for instance, supporting the uptake and use of any IPBES guides, methodological assessments and other deliverables. The IPBES capacity-building forum also provides an opportunity for further exploring modalities for achieving the alignment of activities.

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<sup>9</sup> The financial procedures for IPBES state that "...additional contributions for specific activities approved by the Plenary may be accepted. Single contributions in excess of 300,000 United States dollars per contributor per activity require approval by the Plenary. Single contributions not exceeding 300,000 United States dollars per contributor per activity require approval by the Bureau" (IPBES Financial Procedures, Rule 10).