

2023 GEO Trust Fund Budget

This document is presented to the 18th Plenary for approval.

The 2023 budget has been developed in consultation with the Budget Working Group using the implementation mechanisms of the GEO Strategic Plan 2016-2025: Implementing GEOSS, and based on the requirements of the GEO Secretariat Concept of Operations Document 2022- 2023, adopted by the Executive Committee in September 2021.

2023 GEO Trust Fund Budget

INTRODUCTION

This document contains the presentation of the proposed 2023 GEO Trust Fund Budget.

PRESENTATION OF THE 2023 GEO TRUST FUND

The GEO Trust Fund supports the operations of the GEO Secretariat, the only body within the GEO governance structure that brings a daily all-encompassing view across the breadth of GEO activities. The Secretariat plays an essential role in not only the coordination and facilitation of the GEO Foundational Tasks, but it also engages with diverse stakeholders, advocates the importance of Earth observations, negotiates in-kind contributions to the Work Programme and facilitates cooperation amongst organizations throughout the GEO community.

The basis of the 2023 Trust Fund Budget continues to be in accordance with the Implementation Mechanisms described in the Strategic Plan (GEO Strategic Plan 2016-2025: Implementing GEOSS). The Secretariat role in the Strategic Plan is further defined in the GEO Secretariat Concept of Operations (2022-2023) approved by the GEO Executive Committee September 2021.

The budget has been devised to show expected funding by cash and/or through in-kind secondments to cover the programme of work, roles and positions defined by the Concept of Operations.

In addition to the budgeting of the Concept of Operations, the Secretariat envisages drawing on Trust Fund reserves in 2023. These funds will be used to fund tasks related to the Post-2025 period, upgrading communications supports, and preparation for the 2023 Ministerial Summit.

1 SECRETARIAT OPERATIONS BUDGET (ALL FIGURES IN SWISS FRANCS)

1.1 Trust Fund Balance at 31 December 2022 and Expected Income 2023

Trust Fund Balance (Available)	2023
Trust Fund Balance (to be used as working capital)	2,000,000
Additional Reserves	1,800,000
Total Balance of Trust Fund ¹	3,800,000

Expected cash contributions 2023	4,200,000
---	------------------

Total available cash resources for proposed 2023 Budgeted expenditures. This is Additional Reserves of: 1,800,000 Plus Expected Cash Contribution: 4,200,000	6,000,000
--	------------------

In-kind resources	870,000
Total 2023 Resources (Cash and In-kind)	8,870,000

¹ This excludes reserves to cover for long and short-term liabilities.

1.2 Planned Expenditures General Trust Fund 2023

Item	2023
1.2.1 Salaries and Employee Benefits (Note 1)	4,401,030
Staff Costs and Employee benefits	2,750,850'
Short term resources (short-term and consultancy contracts)	1,550,180
Special Service Agreements and other Staff Costs	100,000
1.2.2 Travel	600,000
Staff Travel	400,000
Other (individual developing country participants to GEO meetings)	200,000
1.2.3 Support to GEO Events and Meetings (LoA)	50,000
1.2.4 Supplies, Consumables and other Running Costs (Note 3)	600,000
Information and Telecommunications	45,000
Communications Innovations	400,000
Common Services Utilities	45,000
Rental of WMO Offices	80,000
IT software and equipment	30,000
1.2.5 Other Expenditures	566,772
Support costs	406,772
Pamphlets, publications, other printing	40,000
External audit	5,000
Staff training	100,000
Bank charges	10,000
Incidentals	5,000
TOTAL CASH EXPENDITURES	6,217,802
1.2.6 In-kind Expenditures	687,210
Seconded staff	567,210
Rental of office space	120,000
TOTAL BUDGET 2023	6,905,012

1.3 Contributions 2019-2022

Member	2019	2020	2021	2022
				Expected
Argentina	9,013			
Armenia	955			
Australia	129,001	127,210	128,826	138,440*
Cambodia	1,000	1,000	1,000	1,000
Canada	77,584	75,552	69,799	72,492
China	302,363	300,000	255,814	263,940
European Commission	1,118,967	1,055,677	1,294,173	1,245,093
Germany	226,340	210,000	215,695	205,000
Japan	227,464	224,000	178,341	187,503
Korea	71,317	66,735	71,050	65,709
Mexico	11,664	11,484	10,932	11,472
Madagascar	982	1,000	1,050	1,000
New Zealand	14,200	15,000	14,200	
Norway	37,500		33,400	33,400
South Africa	132,275	166,589	115,118	116,000
Sweden	110,000	110,000	110,000	110,000
Switzerland	65,000	65,000	66,000	65,500
United Kingdom				140,651
United States	703,200	1,019,560	1,229,035	1,674,699
Vietnam	3,000			
Total	3,241,825	3,448,807	3,794,433	4,331,899

Australia contribution for 2022 and 2023

1.4 **Expected Income Earmarked Funding**

Expected Income for 2023	Total
Asia Oceania GEOSS (Japan)	90,000

Flagships and Initiatives	Estimated
GEOGLAM Project Office (Germany, UK and Canada)	500,000
GEO LDN (Germany)	600,000

2 EXPLANATORY NOTES

2.1.1 Note 1 - Salaries and Employee Benefits

A table containing the required Secretariat Staff resources for 2023 is found in Annex 1.

Short term resources are funded by using the available cash reserves of the GEO Trust Fund. These positions are temporary positions to execute the additional work burden of the effort to prepare GEO for the post 2025.

Not all defined positions will be resourced using trust fund resources and therefore there is still a demand for secondments to fulfil these requirements. The secretariat has two full time secondments in place.

2.1.2 Note 2 Travel

The allocation for secretariat travel has been defined using the CONOPs documents as the guiding principles on how the Secretariat is organized to meet the strategy and objectives for 2023.

An additional allocation for the sponsoring travel of developing country representatives to GEO governance meetings (Executive Committee and Plenary) has been envisaged.

The Secretariat envisages the following travel requirements by foundational task:

Foundational task 1 Engagement Priorities <ul style="list-style-type: none"> • UN Agenda 2030: SDGs • Paris Agreement: Climate • Sendai Framework Disaster Risk Reduction • Urban Resilience 	130,000
Foundational task 2 GEOSS Observations, Data and Information Resources	30,000
Foundational task 3 GEOSS Implementation	30,000
Foundational task 4 Work Programme Support	50,000
Secretariat Operations (includes Plenary)	160,000
Total Travel Secretariat	400,000

2.1.3 Note 3 *Supplies, Consumables and Other Running Costs*

The 2023 Budget includes a provision of CHF 400,000 for communications innovations projects. In preparation for the next phase of GEO, the secretariat envisages to overhaul current communications resources, such as the Website and associated document management systems. The funding of this provision is from the available resources held in the Trust Fund.

Indicative Budget for the years 2024, 2025 and 2026

	2024	2025	2026
Salaries and Employee Benefits	3,550,000	3,650,000	3,700,000
Staff costs	3,450,000	3,550,000	3,600,000
Special Services Agreements	100,000	100,000	100,000
Travel	700,000	700,000	700,000
Secretariat Travel	500,000	500,000	500,000
Other (individual developing country participants to GEO meetings)	200,000	200,000	200,000
Support to GEO-related events and meetings (LoA)	100,000	100,000	100,000
Supplies, consumables and other running costs	255,000	255,000	255,000
Information and Telecommunications	55,000	55,000	55,000
Common Services Utilities	50,000	50,000	50,000
Rental of WMO Offices	100,000	100,000	100,000
IT Software and equipment	50,000	50,000	50,000
Other Expenditure	511,870	514,460	517,960
Support costs (includes 7% support costs to WMO)	334,460	341,460	344,960
Pamphlets, publications, other printing	60,000	60,000	60,000
External audit	5,000	5,000	5,000
Staff training	100,000	100,000	100,000
Bank charges	3,000	3,000	3,000
Incidentals	5,000	5,000	5,000
In-kind expenditures	1,370,000	1,370,000	1,370,000
Seconded staff	1,250,000	1,250,000	1,250,000
Rental of office space	120,000	120,000	120,000
Total	6,482,460	6,589,460	6,642,960

ANNEX 1

TABLE OF GEO SECRETARIAT STAFF RESOURCE REQUIREMENTS FOR 2023

Secretariat Staff Positions		Status
Director	Yana Gevorgyan	Staff
GEO Work Programme Unit		
Chief Work Programme Coordinator	Madeeha Bajwa	Staff
GEO Work Programme Analyst	Wenbo Chu	Staff
GEO Work Programme Analyst	Samuel Amos	Staff Temporary Contract
Data Specialist	Vacant	
GEOSS Coordinator	Paola De Salvo	Staff
In Situ Specialist	Florian Franzikakis	Staff
Impact Plan Development Officer	Joost Teuben	Existing Secondment 20%
Community Engagement & Communications Unit		
Chief Engagement Officer	Steven Ramage	Staff
Capacity Development Coordinator	Ernest Acheampong	Staff
Expert Coordinator - Climate	Sara Venturini	Staff
Expert Coordinator - SDGs	Laurent Durieux	Existing Secondment
Expert Coordinator - Disasters	Rui Kotani	Existing Secondment
Expert Coordinator - Urban	Vacant	Staff Temporary Contract
Senior Scientist/Water Coordinator		
Partnerships and Communications		
Chief, Partnerships and Communications	Nicoleta Panta	Staff Temporary contract
Strategic Communications Officer	Samuel Nuttall	Staff
Knowledge Hub		
Knowledge Hub Operation Specialist	Vacant	
Administration		
Chief Administrative Manager	Erika Alex	Staff
IT Officer	Hendrik Baeyens	Staff
Executive Assistant	Vacant	Vacant
Administrative Support	Chloe Tiberghien	Staff

Positions (Additional Funding)	Status
Post 2025 Working Group Coordinator	Staff Temporary Contract
Work Programme analyst – incubator support	Consultancy
Innovative Finance Advisor	Consultancy
Resource Mobilization strategy	Consultancy
Additional communications/support	Consultancy

Legend:

	Available Trust Fund Reserves
	Secondment (in place or vacant)

	Secretariat Staff Positions (Extra-Budgetary)		
	Flagships and Initiatives		
	Programme Coordinator – GEOGLAM	Earmarked	
	Programme Analyst – GEOGLAM	Earmarked	

ANNEX 2

REPORT OF THE BUDGET WORKING GROUP 2022

2021 FINANCIAL STATEMENTS AND AUDIT REPORT

The Budget Working Group BWG noted the 2021 Financial Statements and Audit report. The external auditors have provided an unqualified opinion or clean audit for the fiscal year 2021. The BWG noted that the Trust Fund had adequate reserves to cover long and short-term liabilities. They also noted an increase in the available working capital and additional reserves.

PROPOSED 2023 GEO TRUST FUND BUDGET

The BWG met to discuss the proposed 2023 Budget, they agreed to the proposal to allocate around 1,55 million on short-term resources for the preparation for the ministerial and post 2025 process. They also noted the allocation of 400,000 for communications innovations to support the efforts of the Secretariat to improve communications and outreach. This will also contribute to an innovative campaign for increased resources for the trust fund for 2023 and beyond.