Budget and Workplan 2021

A. Activity detail	2020 Activity ID	Budget holder	Responsible	Staff cost only	Q1 Activity budget	Q2 Activity budget	Q3 Activity budget	Q4 Activity budget	Total Y8 Budget	R	N-R
Total workplan budget (Activities)				-	**$104,355**	**$382,785**	**$329,985**	**$423,834**	**$1,240,959**		
1. Partner country support				-	**$3,500**	**$22,000**	**$15,000**	**$10,000**	**$50,500**		
1.A: Conclude 2020 research on data needs, key barriers to PC data use, and lessons learned from IATI/AIMS integration. Use research as input to broader work of the Secretariat in activities such as developing or changing data access tools, prioritization of data quality work, consultations on Standard guidance, potential future changes to the Standard, etc.	1.A.1; 1.B.2	UNDP	UNDP	Yes	$0	$0	$0	$0	$0	x	
1.B: Pilot work with 1-2 partner country government members and their donors to support the use and monitor the uptake of the import of IATI data into AIMS. 6 month consultancy		UNDP	UNDP	No	$0	$15,000	$15,000	$0	$30,000		x
1.C.1: Develop training materials for PC governments for PC data access prototype. Use learning from this process to inform technical work on semantic data layer and new data portal, enable PC governments to provide inputs on data quality issues, etc. Staff time plus cost of translation		UNDP	UNDP	Yes	$0	$3,500	$0	$0	$3,500		x
1.C.2: Minor updates as needed for PC data access prototype		UNDP	UNDP	No	$3,500	$3,500	$0	$0	$7,000		x
1.D: Ongoing support to partner country governments to access, understand, and use IATI data.		UNDP	UNDP/DI	Yes	$0	$0	$0	$0	$0	x	
1.E: IATI Partner Country Community Meeting in late 2021 (deferred from 2020; in margins of Expo, link activity)		UNOPS	UNDP	No	$0	$0	$0	$10,000	$10,000		x
2 Improve the Quality of IATI Data				-	**$0**	**$0**	**$0**	**$0**	**$0**		
2.A. Conduct systematic review of how publishers publish (looking at what data they publish and how they adapt their data to the IATI Standard), focusing on specific data fields with known data quality issues, additional to those identified in the validator.		DI	DI/UNDP	Yes	$0	$0	$0	$0	$0	x	
2.B: Develop and implement strategy on bridging the gap between current publisher practices and data use needs. Base this on country analysis and a systematic review of how publishers publish. Engage proactively with publishers to effect changes to how they publish.	2.B.3	DI/UNDP	DI/UNDP	Yes	$0	$0	$0	$0	$0	x	
2.C: Implement the recommendations on improving feedback mechanisms identified by the DUWG in 2020 where not addressed elsewhere (2.E; 2.F, 4.A.1). Includes assessing internal feedback b/w HQ and country offices and creating the functionality necessary to allow users to share feedback on data issues via IATI tools.		UNDP/DI	UNDP/DI	Yes	$0	$0	$0	$0	$0	x	
2.D: Continually update Publishing Guidance with topics driven by IATI user needs, with consultations taking place through new Communities of Practice on IATI Connect.		DI	DI/ UNDP	Yes	$0	$0	$0	$0	$0	x	
2.E: Propose new methodology for measuring data quality and feed into development of a new Data Quality Index and Publishing Statistics (alignment with line 45).		DI	DI	Yes	$0	$0	$0	$0	$0	x	
2.F: Encourage use of the IATI Validator by proactively and systematically engaging with publishers to fix their data.		DI	DI	Yes	$0	$0	$0	$0	$0	x	

Activity	Ref										
2.G: Provide support to the IATI Board on harmonisation of donor reporting requirements and join donor group meetings when required to ensure adherence to IATI Standard guidelines.		DI	DI	Yes	$0	$0	$0	$0	$0	x	
2.H: Contribute to joint discussions with other relevant data standards and initiatives to promote interoperability (such as CRS, TOSSD, UN Data Standard and others)		DI	DI/UNDP	Yes	$0	$0	$0	$0	$0	x	
3 Promote Systematic Data Use				-	**$8,500**	**$60,600**	**$58,500**	**$10,600**	**$138,200**		
3.A: Deliver, design, and translate data access / use guidance materials, based on the gap analysis conducted in 2020	3.B.2	UNOPS	UNDP	No	$8,500	$10,600	$8,500	$10,600	$38,200	x	
3.B: Develop a set of key user requirements for future data use tools, as basis of consultation for new / improved data access and use tools; (linked with UX work in line 34, Semantic data layer)		UNDP	UNDP/DI	Yes	$0	$0	$0	$0	$0	x	
3.C: Increase direct support to different user groups to access, analyze, and use IATI data (Received through helpdesk, email, etc).		X	UNDP/DI	Yes	$0	$0	$0	$0	$0	x	
3.D: Support to Data Use Working Group, substantive and logistic (multi-year consultancy)		UNDP	UNDP/UNOPS	No	$0	$0	$0	$0	$0	x	
3.E: Replenishment of Data Use Fund (TBC)	will include 3A.2	UNOPS	UNDP/UNOPS	No	$0	$50,000	$50,000	$0	$100,000	x	
4 Consolidate Technical Core				-	**$33,420**	**$141,250**	**$97,750**	**$111,250**	**$383,670**		
4.A.1: Validator: Hosting, maintentance and improvement of in-house tool	4.B.1	DI	DI	Yes	$0	$0	$0	$0	$0	x	
4.A.2: Registry: Hosting, maintenance and improvement contract	4.B.3	DI	DI	No	$11,250	$11,250	$11,250	$11,250	$45,000	x	
4.A.3: Datastore: Hosting and maintenance contract	4.B.4	UNOPS/DI	DI	No	$5,670	$22,500	$0	$22,500	$50,670	x	
4.A.4: d-portal: Hosting and maintenance contract	4.B.9	DI	DI	No	$5,000	$5,000	$5,000	$5,000	$20,000	x	
4.A.5: Technical server costs	4.B.7	DI	DI	No	$2,500	$2,500	$2,500	$2,500	$10,000	x	
4.A.6: Additional outsourced developer/consultant capacity	4.B.6	DI	DI	No	$0	$46,000	$25,000	$25,000	$96,000		x
4.B: Publishing tool options: UX research, requirements, TOR, build if required; NB: Costs presented here are dependent on outcome of options analysis, and these are speculative only	4.B.5	DI	DI	No	$0	$20,000	$20,000	$20,000	$60,000		x
4.C: Semantic data layer: UX project, TOR, draft designs, scope, procurement if required		DI	DI/UNDP	No	$9,000	$9,000	$9,000	$0	$27,000		x
4.D: API Gateway: consultation, design, build, launch; Budget TBC once designed		DI	DI	Yes	$0	$0	$0	$0	$0		x
4.E: Publishing statistics: Undertake community consultation, agree methodology, design and build new pages		DI	DI/UNDP	Yes	$0	$0	$0	$0	$0		x
4.F: Hosting publishers' XML: develop a policy for hosting publishers' XML.		DI	DI	Yes	$0	$0	$0	$0	$0		x
4.G: Storing historical data: articulate added value of this and begin consultation		DI	DI	Yes	$0	$0	$0	$0	$0		x
4.H Aidstream is maintained as an interim publishing tool pending the Board decision on publishing tool options after the Publishing Tool UX project (4.B)		DI	DI	No	$0	$25,000	$25,000	$25,000	$75,000		x
5 Strengthen the IATI Community				-	**$25,325**	**$44,325**	**$56,425**	**$195,175**	**$321,250**		
5.A.1: Support long-term visioning and day-to-day management of the COPs (Ongoing consultancy + intern)		UNDP	UNDP	Yes	$20,325	$20,325	$20,325	$20,325	$81,300	x	
5.A.2: COP Engagement Calendar and Strategy drafted and delivered to develop and expand the IATI community		UNDP	UNDP	Yes	$0	$0	$0	$0	$0	x	
5.A.3: Contingency fund to meet requests by COPs for small funds to support their work (Per SOPs; funds disbursed only upon approval by Board)		UNDP	UNDP	No	$5,000	$5,000	$5,000	$5,000	$20,000	x	
5.B: Hosting and maintenance fees for the IATI Digital Platform (annual)	5.B.2	UNDP	UNDP	No	$0	$0	$20,000	$0	$20,000	x	

Activity	Code										
5.C.1: Trialing a new IATI Community Event (Slated for in-person in November 2021, TBD based on COVID-19 situation); venue and facilitation costs, travel fund, branding costs. Parallel planning will continue to respond in case there is no possibility for in-person travel; budget revision will be carried out as needed.	5.D.1	UNOPS	UNDP	No	$0	$0	$0	$169,850	$169,850		x
5.C.2: Showcasing COPs at IATI Community Event (promotional materials, signage etc.) if in-person event is possible		UNOPS	UNDP	No	$0	$0	$0	$0	$0		x
5.D: Facilitation of virtual "mini-Expos" in Q1 and Q3: facilitation, translation, interpretation costs		UNOPS	UNDP/UNOPS	No	$0	$19,000	$11,100	$0	$30,100		x
5.E: Strengthen consultation process with external stakeholders along with shift to new online platform, becoming more inclusive and accessible to better meet needs of all stakeholders.		UNDP/DI	UNDP/DI	Yes	$0	$0	$0	$0	$0	x	
6 Communications				-	**$5,250**	**$45,750**	**$38,750**	**$23,250**	**$113,000**		
6.A.1: Implement IATI Communications/Social Media Strategy 2020/21. This includes the development and publication of data use and publisher case studies.		UNDP	DI/UNDP	Yes	$0	$0	$0	$0	$0	x	
6.A.2: Design and create general IATI awareness and guidance materials; includes promotional videos and new social media assets in English, French and Spanish.		UNDP/UNOPS	DI/UNDP	No	$0	$2,500	$7,500	$10,000	$20,000		x
6.A.3: Develop, design, and translate biannual (2x/year) communications products outlining progress on implementing the IATI SP		UNOPS	DI/UNDP	No	$0	$3,000	$0	$3,000	$6,000		x
6.A.4: Develop regular bulletins and newsletters, content on social media and other necessary communications channels.		DI	DI/UNDP	Yes	$0	$0	$0	$0	$0	x	
6.B: Deliver IATI Annual Report 2020; engage external drafter to help conceptualise IATI Annual Report as a flagship comms product; design and translation services		UNOPS/UNDP/DI	DI/UNDP/UNOPS	No	$0	$20,000	$21,000	$0	$41,000		x
6.C.1: Website: Ongoing translation of website into French.		DI	DI	No	$2,750	$2,750	$2,750	$2,750	$11,000	x	
6.C.2: Website: Redesign Data Use Section of website and translate into French. Also contingency for unforeseen website design updates.		DI	DI/UNDP	No	$0	$5,000	$5,000	$5,000	$15,000	x	
6.C.3: Website: Publish regular case studies /stories on innovative or successful use of IATI data, for showcasing on website; Also links with monitoring of Strategic Plan		n/a	DI/UNDP	Yes	$0	$0	$0	$0	$0	x	
6.C.4: Website: Thorough review and refresh content of external website		n/a	DI/UNDP	Yes	$0	$0	$0	$0	$0	x	
6.C.5: Website: UX review of IATI website and analysis of sustainability options		UNDP	UNDP/DI	No	$0	$10,000	$0	$0	$10,000		x
6.C.6: Translation of documents (includes Members' Update, Members Assembly meeting documents, updated SOP translation) into French and Spanish.		DI/UNOPS	DI/UNDP	No	$2,500	$2,500	$2,500	$2,500	$10,000		x
6.D: Quarterly review of presentation requests from external partners		n/a	UNDP	Yes	$0	$0	$0	$0	$0	x	
7 Outreach and Engagement				-	**$8,500**	**$21,500**	**$26,500**	**$23,500**	**$80,000**		
7.A: Implement and monitor 2020-2021 Outreach Strategy. Small amount of funds allocated to design of materials and translation, as needed.		UNOPS	UNDP	No	$2,500	$2,500	$2,500	$2,500	$10,000	x	
7.B: Mapping and 1:1 targeted outreach to new partners based on Strategic Plan focus areas (e.g. DFIs, partners from the Global South, etc.) and strategically important networks / partners (e.g. Bern Network)		UNDP	UNDP/DI	Yes	$0	$0	$0	$0	$0	x	
7.C: 1-2 high-level figures / "political champions" are mobilized to advocate for IATI alongside the Governing Board		UNDP	UNDP	Yes	$0	$0	$0	$0	$0	x	
7.D: Develop, design, and translate information package specifically for UNDP Country Offices supporting partner countries to engage with IATI		UNOPS	UNDP/UNOPS	No	$0	$5,000	$0	$0	$5,000		x

Activity	Code									
7.E: Draft and implement a forward-looking strategy for how IATI will advocate for publishers to improve the data they publish, and make internal investments to improve data quality		UNDP	UNDP/DI	Yes	$0	$0	$0	$0	$0	x
7.F: Ensure there is an IATI representative present at every meeting of relevant data standards to work toward increased interoperability		UNDP	UNDP/DI	Yes	$0	$0	$0	$0	$0	x
7.G: Increase targeted messaging and develop advocacy materials for engagement with Grand Bargain signatories to increase political buy-in. Design and translation		UNOPS	UNDP/UNOPS	No	$0	$3,000	$3,000	$0	$6,000	x
7.H: Registration/participation fees to attend international conferences (virtual)		UNOPS	UNDP/UNOPS	No	$1,000	$1,000	$1,000	$1,000	$4,000	x
7.I: Provision of expert speaking and engagement training for Governing Board members		UNOPS	UNDP/UNOPS	No	$5,000	$0	$0	$0	$5,000	x
7.J: Collaboration with GPEDC on country-level, transparency-related "Action Dialogues"; funding for meeting fees, consultancy costs, etc.)		UNDP	UNDP	No	$0	$10,000	$20,000	$20,000	$50,000	x
8 Institutional Arrangements				-	**$19,860**	**$47,360**	**$37,060**	**$50,059**	**$154,339**	
8.A: Secretariat support to Board meetings		UNDP/DI/UNOPS	UNDP	Yes	$0	$0	$0	$0	$0	x
8.B: Monitoring of Results Framework (Consultancy)		UNDP	UNDP	No	$9,300	$9,300	$0	$0	$18,600	x
8.C: Secretariat support to Members' Assembly meetings		UNDP/DI/UNOPS	UNDP/UNOPS/DI	Yes	$0	$0	$0	$0	$0	x
8.D: Establish Institutional Working Group: Activity timing and scope to be discussed with Board and costs therefore TBC for 2021 budget revision		UNDP	UNDP	No	$0	$0	$0	$0	$0	x
8.E: Manage Working Groups once established as advisory mechanisms to the Board (Consultancy)		UNDP	UNDP	No	$0	$19,500	$19,500	$19,500	$58,500	x
8.F: Scan external financial landscape for COVID-19-related trends that may impact IATI's income		UNOPS	UNOPS	Yes	$0	$0	$0	$0	$0	x
8.G: Training and capacity-building for Secretariat and Tech team members (e.g. project management courses, etc.).	8B.1	UNOPS	UNDP/UNOPS/DI	No	$5,000	$5,000	$5,000	$0	$15,000	x
8.H: Ongoing activity Financial management and project management; provision of financial analysis to the Secretariat, Board and the Members Assembly		UNOPS	UNOPS	Yes	$0	$0	$0	$0	$0	x
8.I: Ongoing; Negotiation of membership contribution agreements; receipt and management of contributions, and record-keeping.		UNOPS	UNOPS	Yes	$2,560	$2,560	$2,560	$2,559	$10,239	x
8.J: Ongoing; Ad-hoc operational support to Secretariat members		UNOPS	UNDP/UNOPS/DI	Yes	$0	$0	$0	$0	$0	x
8.K: Ongoing: subscription costs for project management and productivity tools		UNDP / DI	UNDP / DI	No	$3,000	$3,000	$3,000	$3,000	$12,000	x
8.L: Facilitation for internal Secretariat workshops (consultancy, 2 events TBC)	8C.6	DI/UNDP	UNDP	No	$0	$5,000	$0	$5,000	$10,000	x
8D Secretariat travel				-						**X**
8D.1 Estimated based on previous actual travel costs		UNOPS			$0	$0	$2,000	$10,000	$12,000	
		DI			$0	$3,000	$2,500	$5,000	$10,500	
		UNDP			$0	$0	$2,500	$5,000	$7,500	
Secretariat personnel cost				-	**$492,271**	**$492,271**	**$577,010**	**$577,010**	**$2,138,561**	**x**
1. Partner country analysis and support					$29,895	$29,895	$29,895	$29,895	$119,581	
2. Improve the Quality of IATI Data					$51,979	$51,979	$51,979	$51,979	$207,915	
3. Promote Systematic Data Use					$59,298	$59,298	$59,298	$59,298	$237,191	
4. Consolidate Technical Core					$146,387	$146,387	$146,387	$146,387	$585,548	
5. Strengthen the IATI Community					$57,135	$57,135	$62,878	$62,878	$240,026	
6. Communications					$56,703	$56,703	$75,532	$75,532	$264,472	
7. Outreach					$30,062	$30,062	$32,792	$32,792	$125,708	
8. Institutional Arrangements					$60,812	$60,812	$118,248	$118,248	$358,121	

Total personnel in kind contribution	-	$72,827	$72,827	$72,827	$72,827	$291,308
Management Fees	-	$28,805	$45,443	$52,305	$60,009	$186,563
UNDP 8%		$13,303	$19,943	$28,189	$25,749	$87,184
UNOPS 8%		$10,746	$18,914	$16,874	$27,422	$73,956
UNOPS 1%		$4,756	$6,586	$7,243	$6,838	$25,423
TOTAL with in-kind contribution	-	$698,258	$993,326	$1,032,127	$1,133,680	$3,857,390
GRAND TOTAL (net budget)	-	$625,431	$920,499	$959,300	$1,060,853	$3,566,082

Summary: Activity / workstream		Summary: Personnel / workstream	
1. Partner country analysis and support	$50,500	1. Partner country analysis and support	$119,581
2. Improve the Quality of IATI Data	$0	2. Improve the Quality of IATI Data	$207,915
3. Promote Systematic Data Use	$138,200	3. Promote Systematic Data Use	$237,191
4. Consolidate Technical Core	$383,670	4. Consolidate Technical Core	$585,548
5. Strengthen the IATI Community	$321,250	5. Strengthen the IATI Community	$240,026
6. Communications	$113,000	6. Communications	$264,472
7. Outreach	$80,000	7. Outreach	$125,708
8. Institutional Arrangements	$154,339	8. Institutional Arrangements	$358,121
	$1,240,959		$2,138,561

Total Activities	$1,240,959	**Total personnel**	$2,138,561
Recurring costs	$2,802,950	**Total in kind**	$291,308
Non-recurring costs	$763,132	Total management fee 8%	$161,140
		UNOPS 1%	$25,423
		Annual budget with in-kind	$3,857,390
		Annual budget without in-kind	**$3,566,082**
Reserve (Contingency, 15% of Y6 annual budget) for Y7 implementation	$631,249	**TOTAL annual budget with contingency reserve**	**$4,197,331**