

Genebank CRP Management Team Meeting
14/09/2012

Present:

- Paula Bramel
- Anne Clyne
- Andie Dimitriadou
- Luigi Guarino
- Julian Laird
- Charlotte Lusty
- Jane Toll
- Stefania Grando [consulted after meeting for input]

Agenda:

1. Feedback from June 26 minutes
2. Status of action items from June 26 minutes
 - MYB
 - Baseline and targets
 - Status of PIA and other contracts
 - Branding guidelines
 - Global Outreach
3. GeneSys Task Force Report and approval for actions planned
4. Update on Annual Meeting
 - Objectives
 - Schedule
 - Invitees
 - Logistics
5. Allocation of Non-recurring funds

1. Feedback from June 26 minutes**2011 report to the Fund Council**

A report for 2011 activities of the Centre genebanks was provided by the Trust on behalf of the Consortium Office (CO) in response to a request from the Fund Council. The report was rapidly prepared from the 2011 long term grant (LTG) reports and PMIs. It clearly states that it represents only a subset of the Centre genebank activities. Ahmed Amri requested that more input should be made from Centres for the preparation of reports. Future reports will not follow this precedent.

2% overhead for LTG

There is a strong argument that it would be inappropriate for the Trust to endow indefinitely the CGIAR administration. What we may suggest to the Fund Council (FC) and the CO for the long term is that the 2% should not come out of the Endowment fund but that it is raised by the Fund Council and provided separately as an administrative overhead.

SGRP Crop Knowledge Bank website

The Management Team are fully supportive of the idea of keeping the Crop Knowledge Bank website functional and up to date. The community of genebanks should decide whether and how they would like to keep this website working and submit a costed proposal. It would be good to allocate funds before the AGM. Charlotte will get back to Alexandra on this.

2. Multi-year budgets

Multi-year budgets (MYB) have been submitted by all but three Centres and are still under review (see attached). Several Centres have submitted budgets that exceed the limits of the Costing Study (CS). The Management Team agreed that all routine costs should be balanced within the CS budget limit, including cost of living increases exchange rate changes, and overheads. The MYBs are being revised, at present, so that any additional one-off or non-routine costs are identified under the budget line 'Rationalizing and Optimizing collections'. The Management Team will review the justification for additional costs at their next meeting using defined criteria. The results will be shared in the Meeting Minutes.

The responses from Centres indicate that equipment is being purchased and fully depreciated immediately. The 'capital depreciation' budget line will be removed from the operation subtotals. Capital purchase will be maintained and the funds allocated to 'capital depreciation' in the Costing Study will be available for capital purchase. The Management Team is concerned that the 'capital depreciation' funds from the Costing Study represented an economic cost for the genebank infrastructure and equipment rather than an estimate for annual equipment purchase. The Costing Study allocations thus need to be safeguarded for future use. The Management Team suggests that the capital purchases are monitored and that a dispensation should be provided to allow Centres to carry over these funds.

The CRP administrative rules indicate that funds may not be carried over from one year to the next. The Trust will need to discuss with the CO about the possibility of keeping unspent routine funds to be used for financing one-off activities.

3. Baseline and targets

CIAT and IRRRI have submitted baseline data. We are able to extend the deadline for submissions now that the Annual Meeting is postponed. The new deadline is 15

October. Paula will send a message to the DGs to update them with the progress on the allocations to the Centres.

4. Status of PIA and other contracts

The Fund Council and the CO is still discussing the PIA. The Trust requested that the PIA be a trilateral agreement to more clearly capture the roles for the Trust and the Lead Center, Bioversity, in one agreement. This was not accepted. Alternative arrangements were discussed with the Consortium CEO and lawyer. The FC lawyer said that the problem relates to a term in the glossary but the CO and the Trust feel that this can be resolved. A PIA with the Trust that allocates the fiscal agent role to Bioversity would be more in line with the initial proposal for the management of the CRP. The CO and FC lawyers are now in direct communication and we await the outcome of the discussions. The Trust and Centres continue to pre-finance but the issue must be resolved before the end of 2012.

5. Branding guidelines

Following the new branding guidelines for the CGIAR which were shared with us by Stefania,

The official name for the logo:

CGIAR Research Program for Managing and Sustaining Crop Collections

The Operating name:

Genebanks

The Standard Reference is:

Genebanks, the CGIAR Research Program for Managing and Sustaining Crop Collections

Tagline, logo and web banners are not needed, as existing ones are adequate. Both CGIAR and Trust logos may be used when referring to Genebanks. On the Trust website, the "Conserving forever" section will be developed to include a section on "Managing Collections" which will describe Genebanks and link to all of the Centre genebanks.

6. Global Outreach

In the CRP proposal, \$800,000/year is allocated to 'Global outreach, capacity building, etc'. This budget item dates back to a reference in the 2011 request for funding to the FC. Daniel Debouck provided some thought and feedback on the subject of the global outreach and partnership of the Centre genebanks, as well as the Planning Committee for the AGM. We need to synthesize these issues in preparation for the AGM so as to be able to provide some focus and direction to the discussions. All feedback on the subject is welcome (see attached table).

7. GENESYS Task Force

The GeneSys Task force met in July to discuss the development of the GeneSys project. The Task Force membership and attendance to the meeting is listed in the meeting report. The report from the Task Force meeting reinforces the outcome of the CIMMYT meeting. The recommendations and workplan give priorities and details to the initial plans developed in the CIMMYT meeting. The Management Team agreed that the Trust should go ahead with recruitment of a Technical Expert to manage the GeneSys II development project. A selection committee will be set up to ensure representation from the data providers and users.

6. Update on Annual Meeting

The Annual Meeting will focus on the development and implementation of the programme of work under the Genebank Programme. Specific outputs include:

- Building the framework and principles for the implementation of CRP elements, including GeneSys, Cryobanking, Conservation of Genetic Stocks, etc.
- Establishment of task forces and action plans to facilitate change (e.g. Improving efficiency, Global outreach)
- Prioritization and allocation of funds for Collecting Projects
- Development and refinement of Performance Management Indicators

A list of invitees has been put together by the Planning Committee and invitations will be sent out during the next week. All participants will be actively involved in facilitating or preparing sessions for the meeting. The CRP leaders from the Wheat, Rice, Maize and Roots, Tubers and Bananas programmes and DDGs will be invited.

7. Allocation of Non-recurring funds

There is a keen interest on all sides to allocate funds for 2012. All efforts are being made to agree allocations where possible. The submissions from the Centres are essential for agreeing the main allocations. We will aim to allocate 70% of 2012 funds by the end of the year.

Those Centres that have expressed an interest in hiring a staff member to work on global outreach and help coordinate outreach to national partners and collaborators are requested to submit a Terms of Reference and a budget.

We also suggest that if there are any capacity building efforts planned for 2012, which would benefit from additional funds please get back to us with a brief workplan and budget. Please note funds will be made available for 2012 expenditures only.

8. The next Management Team meeting

The next meeting will take place Wednesday 10 October and the agenda items will include:

- Allocation of non-recurring funds
- Multiyear Budgets
- Baselines and Targets
- Annual Meeting update