

ACCESS Workplan and Budget 2015/16

1. Introduction

This coming financial year is the final year of the contract that covers the first establishment phase of the ACCESS programme. The programme was given an extension of one year in order that planning for the second phase, subsequent to the ACCESS review, can be completed. This was also done in order that a review of the Global Change Grand Challenge can be completed and for part of the planning for ACCESS 2.0.

The implication is that the ACCESS programme will complete this coming financial year as an extended year of the first phase but with an emphasis on a series of activities leading to the launch of the second phase in April 2016. In addition to this, the Theme projects will continue in 2015 and the ACCESS education and training programme will progress as intended. This will see our regular Habitable Planet Workshops being held at partner institutions along with the schools programme. Training workshops (statistics and modelling will be held) along with efforts to launch online versions of these offerings. While some new students will be recruited into the programme, the bulk of the research activity will be focused on completing the degrees of current students.

The two international projects that ACCESS hosts, SPACES and SATREPS will be supported with dedicated activities this year. Specific funding for these two projects will be acquired to support South African participation. This year ACCESS will also take on some contractual work with DST focussed on several outcomes specified in this plan.

The year is set to be another productive one but also an important transitional year with a very important outcome – namely a new model and strategy for the operation of ACCESS to be launched in 2016.

2. Income 2015

Table 1 - Income 2015

1	Source	Rollover 2014	- VAT	2015 income	- VAT	Sum
2	CORE FUNDING	R 200 000	R 200 000	R 12 386 588	R 10 652 466	R 10 852 466
3	HPW	R 1 400 000	R 1 204 000	R 1 400 000	R 1 204 000	R 2 408 000
4	SATREPS	R 1 250 000	R 1 075 000	R 0	R 0	R 1 075 000
5	NEW TORS	R 900 000	R 774 000	R 3 000 000	R 2 580 000	R 3 354 000
6	Totals	R 3 750 000	R 3 253 000	R 16 786 588	R 14 436 466	R 17 689 466
7	Pending funding application					R3 030 000

ACCESS will operate on a secured budget of R17 700 000 this financial year based on the income shown in table 1. This includes funds rolled over from 2014/15 and VAT adjusted. This is not a final figure yet as funds that were allocated to ACCESS partners last year will need to be accounted for and there are likely to be some rollovers to be taken into account. Line 2 above shows the core funding allocation to ACCESS in 2015.

Line 3 shows that funding for Habitable Planet Workshop activities. This funding was not allocated due to some confusion in the process (however HPW activities were conducted, see below), until January 2014 and so these funds are effectively rolled over to 2015/16. This will be absorbed into the 2015/16 budget to offset the funds used for HPW in 2014/15. We have an additional allocation for HPW for 2015/16 which will be allocated to this year's HPW activities.

ACCESS has successfully applied for funding from the DST Developments Partnerships programme in support of the new Japan South Africa SATREPS iDEWS project. This funding (line 4) is mainly earmarked for the purchase of consumables for the Medical Research Council but a proportion of this funding is reserved for operational costs associated with the project.

Some additional funding has been acquired through the GC programme whose Terms of Reference is appended in Annexure 1. This funding is designed to achieve a number of specific tasks that DST has to achieve and ACCESS has been identified as an appropriate platform to execute these tasks (details below). This funding (Line 5) is in fact allocated for

2014-16 and we will receive 2014/5 and 2015/16 funds for these activities in the current financial year.

Line 6 gives the sum of these allocations. Line 7 is a pending application for some further additional funding. At the stage of writing this funding is not secured and the process for application for this funding is still a little opaque. Nevertheless Annexure 2 contains a proposal for the funds which if successful will amount to around R3M for 2015/16.

3. Planned expenditure

The following section gives a breakdown of the budget allocations for 2015/16 based on the secured income. The allocations and the source of these allocations funding, are given in categories including:

- Staff and Salaries
- Operational Costs & Secretariat Activities
- Education Portfolio
- Research Portfolio

Table 2 - Budget 2015 (x1000)

	ITEM	BUDGET 2015	Section Reference	CORE	HPW	New TORS	SATREPS	Additional Funding
8	Salaries		3.1					
9	Acting Director		3.1					
10	Education Manager		3.1					
11	PT Office Professional		3.1					
12	2 x Interns		3.1					
13	Sub-total	2000	3.1	2000				
14	Operational Costs & Secretariat Activities		3.2					
15	Secretariat Running Costs	350	3.2.1	200		100	50	
16	ACCESS Secretariat Travel	300	3.2.2	200		100		
17	ACCESS Board Meeting	100	3.2.3	100				
18	ACCESS Steering Committee	100	3.2.4	100				
19	Education and Training Committee	50	3.2.5	50				
20	Theme & Theme Leaders Meetings	250	3.2.6	250				
21	SADC STI	400	3.2.7			400		
22	Natl Climate Change Research Report	250	3.2.8			250		
23	Operation Phakisa	250	3.2.9			250		
24	International Seasonality Conference	1000	3.2.10					1000
25	SATREPS & SPACES Bursaries	1280	3.2.11					1280
26	ACCESS Annual Meeting	400	3.2.12	400				
27	CSIR Overheads	1 000	3.2.13	1000				
28	Sub-total	5 730	3.2.14					

3.1 Staff and salaries (Table 2: Lines 8-13)

A total of R2M has been allocated for salaries for 2015/16. This includes funding for four and a half posts for the year. These include:

Dr Neville Sweijd – Acting ACCESS Director
 Dr Carl Palmer – Education and Training Manager
 Mr Randani Mulaudzi – Intern
 Ms Likho Sikutshwa – Intern
 Ms Sharifa Lameyer – Office Professional (1/2 time)

3.2 Operational Costs & Secretariat Activities (Table 2: Lines 14-28)

These allocations for the budget are based on previous years' expenditure and also include several new activities emanating from the "New TORs". Some additional provision has been made for secretariat running and travel costs in order to fund the consultation among the ACCESS community for planning for the second phase of the programme.

3.2.1 Secretariat Running Costs (Table 2: Line 15)

These costs are the regular running costs for the ACCESS Secretariat including consumables, meeting costs, utilities and small equipment. This year a large effort will need to be made in order to plan for the second phase of ACCESS. This will require several meetings of a broad range of ACCESS stakeholders. A road map for achieving this outcome is being considered and approved by the key ACCESS stakeholders. The table below describes that process.

Item	Deadline	Role DST	Role ACCESS
1. Define Process: This involves approving this document, deciding on which role players need to be consulted. It also involves extracting the salient points from the ACCESS Review and Management Response and ensuring that a DST response is produced and communicated to NRF and the ACCESS community.	December 2014	Manage Review response to DG Issue statement Instruct NRF accordingly	Assist DST Distribute statement
2. Planning Meeting A meeting of Key stakeholders to set parameters and	Late Feb Early March 2015	Input from Global Change Management Team (Feedback to DST Exec	Presentation on ACCESS community feedback and thinking

expectations		to follow)	
3. DST official response to ACCESS review	31 March 2015	Science Missions to prepare DST responses for approval by DG	N/A
4. Scoping and Scaling: This step involves decisions on the funding quantum, size, and scope of ACCESS in terms of its renewed. This process should happen in parallel with content development in terms of ACCESS research and education approach in the second phase. This will require that decisions about the nature of ACCESS work and its mechanistic role in the bigger programme of activities is worked out. The output will be a scoping document soliciting an implementation plan.	End March 2015	DST to provide guidance and framework for ACCESS to work in. Joint decisions which account for the range of options for implementation should be made with key stakeholders including the NRF.	ACCESS to participate and drive this process in consultation with DST and NRF and other partners. ACCESS to consult among the ACCESS community in terms of the options and content.
8. Re-mandating ACCESS: This step is critical as all that follows will depend on this. The exact role of ACCESS in the GCGC and its deliverables, outputs and outcomes, its role internationally (continentally and regionally as well as internationally) as an instrument of the GCGC and DST must be clearly defined. This includes delimiting the role in terms of what ACCESS should do and also, what it should not do (i.e. what role other programmes and instruments have). This should emerge as a	End January 2015	DST to support development of this document – consult with respective officials and programme managers	ACCESS to assist in consultation process, participate in negotiations and assist with drafting.

negotiated vision statement and terms of reference/SLA			
9. Implementation Plan This will take the form of a document that spells out all of the above and critically a selected number of management models for the programme in its new phase. This will involve decisions about the hosting and leadership and budget of ACCESS.	End April 2015	DST to work with ACCESS and NRF	ACCESS to work with DST and NRF
10 GCGC review	31 December 2015	Manage the review process – appointment of service provider; development of TORs for the review and approval thereof	Provide information, feedback and responses
5. Signoff: This step will require presentation of the plans to appropriate levels of executive leadership for signoff	End June 2015	DST to drive	ACCESS to assist
6. Implementation: New management and programme leadership should be in place. Contracting and planning for 1 st year complete.	End Dec 2015	DST to assist ACCESS	ACCESS to drive

3.2.2 Secretariat travel costs (Table 2: Lines 16)

It is important to note that this allocation is not dedicated solely to the costs of travel of ACCESS staff but also for travel to meetings arranged by the ACCESS secretariat for meetings. Also this occasionally used to fund ACCESS partner representatives to attend meetings on behalf of ACCESS.

3.2.3 ACCESS Board Meeting (Table 2: Line 17)

The ACCESS Board will meet twice this year. The governance structure of ACCESS in the second phase is also an item that will need to be considered and thus the fate of

the Board as a body of the ACCESS programme (operating as a Centre of Excellence) itself. This will coincide with the transition of the programme from its first to second phase and a process to nominate a new board (or alternative advisory body) will be conducted with the key stakeholders and ACCESS community.

3.2.4 ACCESS Steering Committee (Table 2: Line 18)

Two meetings of the Steering Committee will also be required this year. Depending on what outcome the process outlined above (in the table in section 3.2.1) the governance structure as it currently exists may change. The impact on this on the current membership of the ACCESS Steering Committee will become clear in time. The role of the ACCESS SC will remain according to the Terms of Reference as published in previous reports.

3.2.5 Education and Training Committee (Table 2: Line 19)

This funding is allocated to support the function of the Education and Training committee which will also be part of the transition deliberations this year. In addition there will be additional work required especially if a further application of funding (Annexure 1) is successful.

3.2.6 Theme & Theme Leaders Meetings (Table 2: Line 20)

Instead of distributing the allocating funds within themes for Theme meetings, administratively it is easier of this is managed centrally using CSIR service providers for logistics. Theme meetings (or multi-theme meetings) will be required for operations this year, as well as for planning purposes as described. While efforts will be made to consolidate activities and co-fund these from across the budget, this is not always possible.

3.2.7 SADC STI (Table 2: Line 21)

One deliverable for the “New TORs” from DST (annexure 2) is for ACCESS to assist in South Africa’s participation in the SADC STI Implementation Framework to Support Climate Change Response. For this ACCESS will appoint members of the ACCESS community to participate in the SADC STI meeting and support for associated logistics. A workplan and reports will be required as deliverables.

3.2.8 National Climate Change Report (Table 2: Line 22)

A second deliverable for the “New TORs” from DST (annexure 2) is for ACCESS to assist in the production of a National Climate Change Research Report. This biennial report will be produced in conjunction with other “service providers” or consultants appointed by DST. The precise role of ACCESS still needs to be defined in consultation

with the appointed service provider, but it is likely to remain limited to the work being conducted directly by ACCESS partners.

3.2.9 National Climate Change Report (Table 2: Line 23)

A third deliverable for the “New TORs” from DST (annexure 2) is for ACCESS to assist DST with activities related to Operation Phakisa Ocean Economy. This element of the work will be done in conjunction with officials in the Department of Environmental Affairs (DEA) and the exact role of ACCESS will still be determined in negotiations with DEA however it is likely to be limited to engagement with ACCESS partner related activities in respect of ocean and oceanographic data.

3.2.10 International Seasonality Conference (Table 2: Line 24)

As described above, an opportunity for application for some (once off) additional funding emerged late this financial year and ACCESS has made such an application (Annexure1). Should this be successful this funding will be utilised for a number of activities that remain unfunded this year. One such activity would be to host an international conference on the seasonal cycle and seasonality. While the concept for this scientific strategy for ACCESS is currently being developed, it has been decided that an international conference this financial year would be a key step in that process. We have thus applied for funds which will be subjected to a workplan and further processes should we be successful. This element of the workplan is thus currently extra-budget.

3.2.11 SATREPS & SPACES Bursaries (Table 2: Line 25)

As in 3.2.10 above, this is a potential opportunity to fund activities that are currently unfunded or underfunded. Given the constraints to the funding for the Japan SATREPS project in respect of bursaries for students, and that no additional funding has been sourced to support the South African partners in the SPACES project, an application for additional support for bursary funds was included in this application (Annexure 1). This funding would be earmarked specifically for the Limpopo partner institutions (U Limpopo and U Venda).

3.2.12 Annual Meeting (Table 2: Line 26)

Provision in the budget has been made for a regular annual meeting of the ACCESS community. This would include all the ACCESS post-graduates as well as the scientific leadership. Since there will be no bi-annual Global Change meeting this year, the ACCESS community will be gathering independently in the last quarter of this year. Depending on how the roadmap to the 2nd phase progresses, an attempt will be made to consolidate planning activities and to ensure that an opportunity for the whole community (including the students) can participate and contribute.

3.2.13 CSIR Overheads (Table 2: Line 27)

As before, funds are reserved to compensate the CSIR for the range of services from accommodation, logistics, utilities, legal, HR, procurement and financial management. This amounts to 5.6% of the annual budget.

3.3 Education Portfolio (Table 2 Continued: lines 29-33)

As in previous years, we have allocated funding dedicated to ACCESS Secretariat driven education and training activities which fall beyond the scope of the partner-lead theme projects (and where the bulk of the HCD funding is spent on student project bursaries and running costs. Our Habitable Planet Workshop series has been officially funded for the extended period of 2014-2017 and will remain a separate line item.

Table 2 continued - Budget 2015 (x1000)								
	ITEM	BUDGET 2015	Section Reference	CORE	HPW	New TORS	SATREPS	Additional Funding
29	Education and Training		3.3					
30	Habitable Planet Workshops	1 200 000	3.3.1		1 200			
31	Planeteer Schools Programme	100 000	3.3.2		100			
32	Training Courses	800 000	3.3.3		50			750
33	Media and web-development	75 000	3.3.4	75				
33	Sub-total	2 175 000						

3.3.1 Habitable Planet workshops (Table 2 Continued: line 30)

These successful workshops have completed their first contractual phase and are now entering a new phase of development. Not only will the courses continue as before but a new innovation of an online version as trialled in 2014 will also be further developed and offered. The plan is for four face-to-face encounters (two of two running back to back) and a series of other related activities (see below). This year the HPWs will be hosted with UKZN/UZUL in combination and one will be run in-house at the CSIR in Cape Town. In addition our “lecturer training” event and our schools programme training event will take place.

3.3.2 Planeteer School Programme (Table 2 Continued: line 31)

This year the offshoot programme from HPW will continue. A process of selection of the four events have already been completed and these will take place in KZN, Gauteng, E Cape and Limpopo with trained planeteers. With this funding (R25 000 each) the HPW graduates will be running extended schools projects in their regions in association with a staff member at their own university.

3.3.3 Training courses (Table 2 Continued: line 32)

As described above and in detail in Annexure 1 – some of the is budget remains aspirational in the form of the application for once off funding to support some currently unfunded activities. It has been the desire of the programme to implement a more formal set of training and education offerings, some of these accredited and used by partner organisations. To this end we intend to develop the HPW into an academic module in 2014-15 but do not have dedicated funds to apply to this effort. Thus we have made this application and allocation should we get it. This funding will also be applied to Statistics and Modelling Course which we are also trying to make into an online resource which will be fully engineered and accredited (i.e. not a webinar but an actually online course).

3.3.4 Web and media development (Table 2 Continued: line 33)

Funds are reserved for promotional material and web development for bot the education and training programmes (associated with the activities above) as well as other aspects of the programme. This includes pamphlets, web and other social media support all the way down to t-shirts and caps!

3.4 Research Portfolio (Table 2 Continued: lines 34-44)

This year will see the final stage of the ACCESS theme projects and these will be replaced with a new system of research implementation in 2016-17 (yet to be determined). There are around 80 post-graduate students still in the system and these will be supported by the programme. In addition we will also allocate funding to our two bilateral international projects.

	ITEM	BUDGET 2015	Section Reference	CORE	HPW	New TORS	SATREPS	Additional Funding
34	Education and Training							
35	SPACES	500	3.4.1			500		
36	SATREPS	1 500	3.4.2			500	1000	
37	Theme 1	1 200	3.4.3	1 200				
38	Theme 2	1 200		1 200				
39	Theme 3	1 200		1 200				
40	Theme 4	1 200		1 200				
41	Theme 5	1 200		1 200				
42	Theme 6	1 200		1 200				
43	Theme 7	1 200		1 200				
44	Sub-total	10 400						

3.4.1 SPACES (Table 2 Continued: line 35)

The Limpopo Living Laboratory SPACES bilateral project between South African and Germany has commenced and will be in its second year in 2015/16. This project is being managed on a piecemeal basis on a bilateral basis between each of the participating South African partners and the German partners respectively and no funds for the project are being managed by ACCESS. In order to fund more activity through ACCESS directly we have applied for additional funding to support this (see Annex 1). Above and beyond this we have also to make provision for some bursary money to support the South African students at U Limpopo and U Venda who are participating in this project.

3.4.2 SATREPS (Table 2 Continued: line 36)

ACCESS is serving as the lead agency for this bilateral project with Japan and a contract is due to be signed with DST for some additional funding to support South African participation in the project. While bursary funding for the project has been integrated into Theme 2, some funds are reserved for running costs associated with the project as detailed in the proposal attached in Annex 3. Most of this funding is in fact earmarked for transfer to the MRC to cover the costs of consumables.

3.4.3 ACCESS Theme projects (Table 2 Continued: line 37-43)

The bulk of the research funding is allocated to ACCESS Theme projects. Annexure 4 gives the distribution of these funds at last calculation but this is still subject to some accounting for 2014/15 which is summarized in Table 3 overleaf. Around R1 200 000 was budgeted for each of the seven themes this year and the total allocated to date comes in at almost exactly that amount on average. This budget was calculated on the basis of negotiations with each of the Theme Leaders in each of the Themes (who then assembled the budgets accordingly). The limiting of funds for new students and professional fees has curtailed this expenditure but some new students have been taken on this year at the request of DST. This has been done with the express risk of potential funding limitation to support these students into the next phase (where they are new multi-year students).

At the time of assembling this budget, annual reports and accounting were not yet submitted and it is likely that some of these figures will change nominally. This is mainly because all funding that is unspent from 2014/15 will need to be accounted for (some has been reported) and where this does occur, these rollovers will be subtracted from the second tranche of payment to be made in mid-year.

As indicated above the role of the themes this year will extend beyond their executing the research projects in that the theme teams and theme leaders will have a key role in planning the second phase. Costs associated with this (travel and meeting costs) and the production of the Annual ACCESS research report will be borne by the running costs allocated to the secretariat.

Table 3 – allocation of funds to ACCESS partners at time of drafting / per partner / per theme / by category in Rands

Institution	Theme 1	Theme 2	Theme 3	Theme 4	Theme 5	Theme 6	Theme 7	HCD	Running	Prof	Rollover	Total
UCT	635000	380000	0	630000	545000	500000	0	2027500	272500	390000	0	2690000
WITS	0	105000	0	37500	0	0	205000	347500	0	0	0	347500
UKZN	40000	165000	270000	0	325000	0	0	780000	20000	0	0	800000
UWC	120000	0	335000	0	0	0	0	455000	0	0	0	455000
NWU	20000	83000	0	0	0	0	50000	153000	0	0	0	153000
UP	195000	0	0	0	0	0	20000	215000	0	0	0	215000
SU	0	165000	275000	0	75000	0	0	440000	75000	0	0	515000
CSIR	170000	120000	180000	600000	0	0	740000	810000	0	1000000	0	1810000
ORI	0	0	0	0	0	410000	215000	535000	0	90000	0	625000
SAEON	0	0	55397	0	0	0	0	0	120000	0	64603	120000
RU	0	0	0	0	206135	0	0	255000	0	0	48865	255000
MRC	0	140000	0	0	0	0	0	140000	0	0	0	140000
SAIAB	0	0	0	0	0	100000	0	0	100000	0	0	100000
NMMU	0	0	0	0	0	140000	0	140000	0	0	0	140000
Total	1180000	1158000	1115397	1267500	1151135	1150000	1230000	6298000	587500	1480000	113468	8365500
HCD	750000	988000	880000	767500	952500	910000	1050000					
Running	20000	0	120000	100000	247500	100000	0					
Prof	410000	170000	180000	400000	0	140000	180000					
Rollover	0	0	64603	0	48865	0	0					
Total	1180000	1158000	1244603	1267500	1248865	1150000	1230000					

4. Budget Summary

The table below (Table 4) give a summary of the budget for 2014/15

Item	Budget A		Budget B		Source			
	Aspirational	Secured	CORE	HPW	New TORS	SATREPS	Additional Funding*	
Salaries	2000000	2000000	2 000 000					
Operational Costs & Secretariat Activities	3 450 000	5730000	2 300 000		1 100 000	50 000		
Education Portfolio	1 425 000	2175000	75000	1 350 000			2 280 000	
Research Portfolio	10 400 000	10400000	8400000		1 000 000	1 000 000	750 000	
	17275000	20305000	12 775 000	1 350 000	2 100 000	1 050 000	3 030 000	

Budget A included the funding application that has been made (*Annexure 1) and Budget B is the budget on which we will operate pending the outcome of that application. This leaves a small positive margin of around R400 000. The sources of the various funding streams are given. Most of the New TOR funds are allocated to appropriate activities but the balance is integrated into the ACCESS fiscus which will contribute directly to the four outcomes.

5. Service Level Agreement

Annexure 5 shows the specified outcomes based on the 2014/15 SLA. This year additional activities are specified as outcome pertaining to the repositioning of ACCESS for phase 2. This document is still under negotiation with the NRF and the DST.

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