



**Inter-American Convention for the Protection and
Conservation of Sea Turtles
Fifth Conference of the Parties
June 1-3, 2011 - Bonaire**

CIT-COP5-2011-R6

Establishment of an IAC Delegate Travel Support Fund

TAKING INTO CONSIDERATION that at the First Extraordinary Meeting of the Contracting Parties (Minutes COPE1IAC), considering the limited availability of funds to carry out the functions of the *Pro Tempore* Secretariat and in agreement with the Resolution on financial and administrative aspects for the IAC operation (CIT-COPE1-2007-R2), it was decided that each country, beginning in 2008, will cover the participation costs of their delegates, in both the meetings of the Parties and in the Consultative Committee meetings. The Convention will cover the costs of the Scientific Committee meetings and of the 9 sectoral members of the Consultative Committee.

RECOGNIZING that the recent global financial crisis has dramatically impacted the financial and human resources of several governments.

RECOGNIZING that the sea turtle populations in the Americas will only recover with support from all of the countries of the Americas, which requires the full participation of all the IAC Parties.

THE FIFTH CONFERENCE OF PARTIES THE INTERAMERICAN CONVENTION FOR THE PROTECTION AND CONSERVATION OF SEA TURTLES

RESOLVE TO:

1. Establish an IAC Delegate Travel Support Fund to assist member countries in attending IAC Conference of Parties and Subsidiary Body meetings.
2. The IAC COP instructs the *Pro Tempore* Secretariat to immediately raise funds from foundations, IAC Parties and non-Parties, non-governmental organizations and industry groups to help support the attendance of IAC Parties to IAC Conference of Parties and Subsidiary Body meetings.
3. The IAC COP instructs the *Pro Tempore* Secretariat to work with the IAC's financial institution to establish a separate account for the IAC Delegate Travel Support Fund. The *Pro Tempore* Secretariat should report to the Parties at each Conference of Parties the funds received into this separate account.
4. The stipulations of the fund are as follows –
 - a. This fund is established to ensure the attendance of IAC Parties to the IAC Conference of Parties and its Subsidiary Body meetings in the case that a Party cannot afford to send at least one delegate.



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- b. A Party can request funds from the *Pro Tempore* Secretariat for the attendance of no more than one official delegate to attend the meeting. The Party must fill out the required application form (Annex I) and send it to the *Pro Tempore* Secretariat at least (60) sixty days prior to the IAC Conference of Parties or Subsidiary Body meeting. The *Pro Tempore* Secretariat will review the applications and inform the Parties requesting the funds within (30) thirty days if they will receive financial support for the meeting.
- c. The Party seeking travel support must pay for either meals and lodging or transportation costs for their attendance.
- d. The Party must have submitted their annual report form on time for that year.
- e. The Party must have regularly responded to all communication from the *Pro Tempore* Secretariat.
- f. If the Party cancels their attendance to a meeting in which they have received financial support and the *Pro Tempore* Secretariat is not able to recover the travel costs due to cancellation penalties, the Party will be ineligible for applying for support from the Delegate Travel Support Fund for one year from the date of the cancellation unless they reimburse the Delegate Travel Support Fund for the amount lost.
- g. If a Party is able to secure alternate funding to attend the meeting they will notify the *Pro Tempore* Secretariat and will not be eligible to receive funding from the IAC Delegate Travel Support Fund.
- h. The *Pro Tempore* Secretariat will report to the Parties the amount of funds available in the IAC Delegate Travel Support Fund once the date of the meeting to be funded has been set.
- i. The delegates will be funded on a first come first serve basis, when the Party has meet all the criteria as stated above. If an IAC Conference of Parties is being held within the same year as a Subsidiary Body meeting, the Conference of the Parties will have priority for funding.
- j. In the case that a Party has previously received support from the IAC Delegate Travel Support Fund, Parties that have not yet received support from the Travel Fund will be given priority.



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ANNEX I

Application for the IAC Delegate Travel Support Fund

This form must be filled out and sent to the *Pro Tempore* Secretariat (secretario@iacseaturtle.org) at least 60 days prior to the IAC Conference of Parties or Subsidiary Body meeting to which the Party is requesting travel support and must meet all of the required stipulations as stated in Resolution CIT-COP5-2011-R6 Establishment of an IAC Delegate Travel Support Fund. The *Pro Tempore* Secretariat will review the applications and inform the Party requesting the funds within 30 days if they will receive financial support for the meeting. If you have any questions regarding the application process please contact the *Pro Tempore* Secretariat directly.

Country _____ **Date of Application** _____

Applicant Contact Information

Name _____

Institution _____

Telephone _____ **E-mail address** _____

IAC Meeting to which the country is requesting travel funds _____

Date of Meeting _____

The Party will cover the delegate's (please check one):

Meals and lodging Transportation

Date latest IAC Annual Report was submitted (dd/mm/yyyy) _____

Has your country previously received funds from the IAC Delegate Travel Support Fund:

Yes No

Please notify the *Pro Tempore* Secretariat (secretario@iacseaturtle.org) immediately if your country has secured alternate funding to attend the meeting above or in the event that you must cancel your participation in the meeting in which you have received financial support. If the *Pro Tempore* Secretariat is not able to recover the travel costs due to cancellation penalties, the Party will be ineligible for applying for support from the Delegate Travel Support Fund for one year from the date of the cancellation unless they reimburse the Delegate Travel Support Fund for the amount lost.