

# General Guide to CCAMLR Special Funds (extracted from CCAMLR-44/BG/03)

## Contents

General Capacity Building Fund (GCBF) .....	1
CDS Fund .....	2
General Science Capacity Fund .....	3
MPA Special Fund .....	5
CCAMLR Ecosystem Monitoring Program (CEMP) Special Fund .....	8

## General Capacity Building Fund (GCBF)

**Background:** In 2019, CCAMLR established the General Capacity Building Fund (GCBF) to support specific projects, activities or travel support, or to address special needs of Members if the Commission so decides, aimed at enhancing Members' capacity to better achieve the objective of the CAMLR Convention (CCAMLR-38, paragraph 10.11). The original Guidelines for the Fund are in [CCAMLR-38, Annex 7 \(Report of SCAF\), Appendix II](#), amended by the Commission from time to time and available in their most recent version on the CCAMLR website.

**Objective and Terms of Reference:** The website includes links to the [Guidelines for Administration of the Fund](#) which include its objectives, terms of reference and procedures for management of the fund.

The objective of the Fund is

- to support all Contracting Parties<sup>[1]</sup>, with priority given to all those Contracting Parties that are least effective in the implementation of their obligations under the Convention. This priority shall be afforded on the basis of evidence-based need in accordance with these [guidelines](#)
- to create confidence and ability for members to achieve the objectives of the Convention
- to improve Member's ability to contribute to the work of the Commission, and the Scientific Committee, their subsidiary bodies and the Secretariat
- to improve the overall system of operation of CCAMLR
- to support the needs of individual Members

- to increase knowledge sharing and expertise between CCAMLR Members emphasising the value of cooperation.

<sup>[1]</sup> An Acceding State or NCP cooperating with the CDS may apply to the Fund where an application has the support of a Member.

**Management:** The fund is managed by a **GCBF Panel**, established by the Commission. The abovementioned Guidelines provide the terms of reference for the panel which meets during the year to award travel grants and make recommendations to SCAF/Commission meetings on general (project) grants. The Panel advises SCAF (Standing Committee on Administration and Finance) and the Commission on the conduct of the fund, including amendments to the Guidelines which are adopted periodically by the Commission. The Panel makes an annual report to the Commission on the progress with the Fund.

**Application Procedure and Timetable:** Applications may be made by Members, or by Acceding States / NCPs cooperating with the CDS if they have the support of a Member. A Circ distributed in February each year outlines the deadlines and procedures for applications for travel grants and general grants for the year. Applicants for travel grants must have the support of the Member. Further information may be found on the [CCAMLR website](#) which provides access to application forms. Deadlines are typically March and June/July. The Panel meets during the year to award travel grants and make recommendations to SCAF/Commission meetings on general (project) grants.

## CDS Fund

**Background:** At its 2000 meeting, the Commission agreed to establish a fund into which Contracting Parties may transfer the net proceeds of catch or shipment of *Dissostichus* spp. products sold in the course of legal actions (CCAMLR-XIX, paragraph 5.30).

**Objective and Terms of Reference:** Terms of reference and operational procedures are outlined in [CM 10-05 Annex 10-05/B](#).

The objective of the fund is to provide a mechanism which enables the Commission to enhance its capacity to prevent, deter and eliminate IUU fishing in the Convention Area by, *inter alia*, improving the effectiveness of the CDS. Funds may come from:

- Proceeds from the sale of seized or confiscated *Dissostichus* spp., particularly when a Specially Validated Dissostichus Catch Document (SVDCCD) has been issued (CM 10-05 paragraph 23).
- Voluntary contributions from Contracting Parties, cooperating non-Contracting Parties, or others

**Management:** A **CDS Fund Review Panel** of six Members is appointed each year during SCIC (Standing Committee on Implementation and Compliance) to assess proposals. The review Panel makes a recommendation to SCIC which in turn makes a recommendation to SCAF and the Commission. Applications for use of the funds can be made by CCAMLR Members, the Secretariat, the Commission, the Scientific Committee, or subsidiary bodies.

There is no mechanism to consider intersessional applications. The Fund considers applications for:

- Projects conducted by the Secretariat
- Special projects aimed at improving the effectiveness of the CDS
- Assistance to Acceding States and cooperating non-Contracting Parties to build their capacity to implement the CDS
- The fund will not consider applications for routine Secretariat operations or projects which are not directly associated to the CDS.

The Secretariat makes an annual report to the Commission on the Fund's activity, income, expenditure, and progress of funded projects.

**Application Procedure and Timetable:** Applications for use of the funds can be made by CCAMLR Members, the Secretariat, the Commission, the Scientific Committee. Applications can be submitted by Acceding States and non-Contracting Parties if the proposals are sponsored by or in cooperation with a Member or the Secretariat. Proposals for CDS Fund expenditure should be made in Working Papers submitted to the Commission and SCIC with the usual deadline of 45 days prior to the start of the annual Commission meeting. The CDS Fund Review Panel is appointed and convened during the SCIC meeting and makes recommendations on the proposals to SCIC and the Commission.

## **General Science Capacity Fund**

**Background:** In 2009 the Commission established the General Science Capacity Special Fund, with initial contributions from Norway of \$100 000 and COLTO of A\$10 000 (CCAMLR-XXVIII paragraph 16.8).

### **Objective and Terms of Reference:**

- Following several years of development the first version of the Terms of Reference were adopted in 2012 ([SC-CAMLR-XXXI Annex 8](#)).
- The GSCF TORs were later revised to cover the expanding uses to which the Scientific Committee wished to put the GSCF and adopted in 2021 (document [CCAMLR-40/02](#)).
- The Scientific Scholarship Scheme TORs were developed in 2010 ([SC-CAMLR-XXIX Annex 9](#)) with supplementary terms and conditions agreed in 2016 ([SC-CAMLR-XXXV Annex 8 2016](#)).

The following is taken from CCAMLR-40/02

1. The Fund's primary purpose is to secure wider participation, not least from young scientists, in the work of the Scientific Committee, to promote burden sharing and build capacity within the Scientific Committee, assisting with the collection, study and exchange of information relating to the marine living resources to which the Convention applies.

2. The aim of the fund will be: (i) increasing participation in the work of SC-CAMLR working groups and developing an increased awareness and understanding of the work of SC-CAMLR; (ii) developing capacity in research and analytical skills between Members; and (iii) resourcing and delivering scientific activities, including field programs, needed for providing advice by SC-CAMLR to the Commission.

3. The Commission, on the request of the Scientific Committee, shall define Special Activities that may be funded by the GSCF. The Fund currently has three Special Activities,

- Scientific Scholarship Scheme
- Working Group Convener Support
- Workshop support

The Fund currently does not support specific project funding.

**Management:** A review in 2022 streamlined membership and operation of the scientific special fund panels (SC-CAMLR-41 paragraph 11.22, [SC-CAMLR-41/08](#)).

Each special activity in the GSCF has its own management procedure.

**Application procedure and Timetable:** Scholarship program has its own ([SC-CAMLR-XXIX](#), paragraph 15.11 and Annex 9).

A call for **scholarship applications** is distributed by Circ each year with a deadline of 31 August depending on the decisions of the Scientific Committee in relation to quantity and priority topics for scholarships. Details on application requirements are given in the Circ and described on the website ([here](#)) and in the Circ (eg [SC CIRC 25/47](#)). Applications are open to early career scientists of Member countries who must have the support of the Member and a 'Mentor'. The Scholarship management panel is comprised of Senior Vice Chair of the Scientific Committee, conveners of ASAM, SAM, IMAF, and Science manager; with quorum of half plus 1 = 4 (SC-CAMLR-41/08, SC-41 para 11.22).

**Convener travel** awards are agreed by Scientific Committee at nomination and implemented by the Scientific Committee chair and the Science manager, with any questions resolved by the Scientific Committee Bureau (SCB) (SC-CAMLR-41/08, SC-41 para 11.22). The award is for the duration of the convenership as long as funds last.

**Workshop support** typically comprises travel grants for participants and general funding for workshop expenses or contractors (SC-CAMLR-41/08, SC-41 para 11.22). Proposals for workshop support are typically made through papers and subsequent recommendations by relevant working groups or through a paper to the Scientific Committee meeting following a template available from the Secretariat which addresses the following criteria: title, host, objectives, terms of reference, convener(s), venue, date, duration, invited experts, observers or external organisations, funding required by CCAMLR, Secretariat support required, ability to submit papers, output (adopted report), and reported to. However, some workshops can arise through discussion within a meeting and therefore lack this documentation and should therefore be well documented in the Scientific Committee Report.

The Secretariat summarises use of the GSCF in its annual report of Secretariat activities in support of the Scientific Committee, however, the Scholarship Scheme Management Panel submits its own report to the Scientific Committee.

## **MPA Special Fund**

**Background:** In 2005, Belgium made a €20 000 (A\$33 597) voluntary contribution to establish a Special Fund to support activities undertaken in respect of Marine Protected Areas (CCAMLR-XXIV paragraph 3.29). For the early history of the Fund, please see [SC-CAMLR-XXXVI/12](#).

**Objective and Terms of Reference:** Terms of reference were initially defined in SC-CAMLR-XXVIII, Annex 4, paragraph 5.33. They were revised in 2017 (SC-CAMLR-XXXVI paragraph 5.52, [SC-CAMLR-XXXVI/12](#)) as follows:

The purpose of the MPA Special Fund is to support work on the development and implementation of MPAs in the Convention Area. Such activities could include:

- (i) Collate physical and biological datasets to support bioregionalisation, systematic conservation planning, and other relevant analyses to inform the identification of priority areas for protection across the Convention Area and/or for specific region(s), in collaboration with existing international programmes where possible;
- (ii) Facilitate technical workshops to identify areas for protection and contribute to the development of MPA proposals in accordance with the objectives defined in Conservation Measure 91-04;
- (iii) Contribute to the development of MPA Management plans and Research and Monitoring plans in accordance with the requirements of Conservation Measure 91-04.
- (iv) Develop data and information management strategies to facilitate the submission, storage, access and analysis of datasets produced in accordance with MPA Research and Monitoring plans.
- (v) Build capacity among Members to contribute towards analyses relevant to the development and implementation of MPAs;
- (vi) Facilitate the attendance of scientific experts at CCAMLR MPA-related workshops.

Application Procedure:

- (i) proposals for use of funds from the MPA Special Fund may be

submitted directly to the Scientific Committee, or to the Secretariat at any time of year;

- (ii) proposals may be submitted by individual Members or groups of Members;
- (iii) proposals should be submitted using the application pro forma, and include information on the project objectives, justification, methodology, outputs, milestones, timelines and budget (requested funding, contributed funding, other in-kind support etc.);
- (iv) the MPA Special Fund Management Group will review any proposals received, assessing them on the basis of whether they will contribute to the achievement of one or more of the activities set out in the MPA Special Fund Terms of Reference;
- (v) an initial recommendation on whether a proposal should be supported by the MPA Special Fund will be distributed to all Members via a Scientific Committee circular (this initial recommendation can be communicated by the Secretariat, with advice from the MPA Special Fund Management Group as required). Members will then have an opportunity to comment on this recommendation within a defined time limit (e.g. one month). If no objections are received during that time, then the initial recommendation will be upheld and funds will be allocated accordingly;
- (vi) reports on the progress of funded projects should be submitted (with a frequency agreed at the time of the allocation of funds) by the principal investigator or project leader to the Secretariat for circulation to all Scientific Committee Members, and also presented at the next meeting of WG-EMM;
- (vii) Proposals are not expected to exceed AUD 20,000;
- (viii) All funds will be disbursed by the Secretariat following their administrative processes for special funds;

**Management:** The MPA Special Fund was initially managed by the Secretariat. The MPA Special Fund Correspondence Group was established in 2009 to expedite the development of coordinated proposals for use of the Fund (SC-CAMLR-XXVIII, Annex 4, paragraph 5.34; COMM CIRC 09/87; SC CIRC 09/40) with specific terms of reference.

The 2017 review ([SC-CAMLR-XXXVI/12](#)), in addition to revising the Terms of Reference, also revised the fund management procedures and the terms of reference for the MPA Special Fund Management Group. Its membership is by nomination to the Commission and was revised in 2025 to include Dr S. Grant (UK), Dr D. Dereibus (Argentina), Dr A. Vande Putte (Belgium), Dr B. Krafft and Dr A. Lowther (Norway), Prof P. Koubbi (France), and Dr A. Titmus (USA).

MPA Special Fund Management Group Terms of Reference:

- (i) Expedite the development of proposals for use of the Special Fund
- (ii) Review and provide initial recommendations on the merits of proposals submitted for use of the MPA Special Fund
- (iii) Review and maintain the membership of the MPA SFMG as required
- (iv) Consider and recommend updates to the MPA Special Fund terms of reference and guidelines as required
- (v) Communicate priorities and opportunities for use of the MPA Special Fund to Members.

**Application Procedure and Timetable:** Applications may be submitted directly to the Scientific Committee, or to the Secretariat at any time of year, using the pro-forma defined in [SC-CAMLR-XXXVI/12](#) (reproduced below).

**Proposal for use of the CCAMLR MPA Special Fund**

<b>1. Project title</b>
<b>2. Names, affiliations and contact information for principal investigator(s) or project leader(s)</b>
<b>3. Objectives and background for the project or specific activity</b> <ul style="list-style-type: none"><li>• Maximum 500 words + attachments if needed</li></ul>
<b>4. Consistency with the MPA Special Fund Terms of Reference</b> <ul style="list-style-type: none"><li>• Maximum 200 words</li></ul>
<b>5. Description of project or planned activities</b> <ul style="list-style-type: none"><li>• Maximum 500 words + attachments if needed</li><li>• Methodologies, analyses to be undertaken</li><li>• Workshop or other activities</li><li>• Specific contribution to be made by external expert(s) (include CV)</li></ul>
<b>6. Outputs</b> <ul style="list-style-type: none"><li>• Maximum 200 words</li><li>• Specific outputs with relevance to the MPA Special Fund Terms of Reference</li></ul>
<b>7. Timelines</b> <ul style="list-style-type: none"><li>• Project extent or dates for proposed activities</li><li>• Date of report(s) to be submitted to the Scientific Committee</li></ul>
<b>8. Budget</b> <ul style="list-style-type: none"><li>• Provide details of funds requested from the MPA Special Fund, as well as contributed funding and other in-kind support.</li></ul>

## **CCAMLR Ecosystem Monitoring Program (CEMP) Special Fund**

**Background:** In 2011 the Commission endorsed a proposal from Norway and the EU for the establishment of a CCAMLR Ecosystem Monitoring Program (CEMP) Fund to ensure that the monitoring needed for feedback management can be pursued in a coordinated and timely manner and established the CEMP Fund.

**Objective and Terms of Reference:** TORs and administrative arrangements for the use of the CEMP Fund were adopted in 2012 ([SC-CAMLR-XXXI Annex 8](#)).

1. The overall objective of the CEMP Special Fund ('the Fund') is to support research consistent with the purpose and scope of the CCAMLR Ecosystem Monitoring Program (CEMP), where CEMP aims to:
  - (i) detect and record significant changes in critical components of the ecosystem
  - (ii) distinguish between changes due to the harvesting of marine resources and changes due to environmental variability.
2. The priorities for research to support CEMP are those determined by the Scientific Committee, which may include, *inter alia*:
  - (i) monitoring key life-history parameters of selected dependent species to detect changes in the abundance of harvested species. 'Dependent species' are marine predators which depend on species targeted by commercial fisheries for a major component of their diet. 'Krill-dependent species' used in CEMP include landbased species such as seals and penguins
  - (ii) research supported by the Fund that will also inform CCAMLR's feedback management system for the krill fishery.

**Management:** Set out in [SC-CAMLR-XXXI Annex 8](#). The CEMP Special Fund Management Group is comprised of the Senior vice chair of the Scientific Committee, the convener of WG-EMM, WG-IMAF, WG-FSA and the Science Manager (SC-CAMLR-41/08). The Management Group works with the Secretariat to circulate a call for proposals in July each year (eg SC-CIRC-19/72), reviews proposals and provides the Scientific Committee with recommendations on funding.

In 2019 (SC-CAMLR-38 paragraph 13.17) a CEMP camera maintenance sub-fund was established within the CEMP Fund providing \$15 000 annual support for camera equipment to Members engaged in the CEMP camera network, which is updated annually based on inflation. This sub-fund is managed by a subset of the Management Group. Fund management was revised in 2022 to specify a maximum expenditure of A\$50,000 per year for up to 3 years for each proposal with a fund maximum expenditure of A\$150,000 per year (SC-CAMLR-41 paragraph 11.22).

**Application Procedure and Timetable:** Applications are open to Members. A call is distributed by Circ in July each year, with a deadline of 31 August, allowing time for consideration by the Management Group and decision by the Scientific Committee in

October. Instructions on application procedures are included in the circ (for example see [SC CIRC 25/52](#), reproduced below).

## CCAMLR Ecosystem Monitoring Program Proposal to Use CEMP Special Funds

<b>1. Project Title</b>
<b>2. Names, Affiliations and Contact information for Investigators and/or International Collaborators</b> <ul style="list-style-type: none"><li>• List all researchers and institutions, provide contact details for the principal investigator</li></ul>
<b>3. Project Objectives and Background</b> Maximum 500 words + attachments if needed <ul style="list-style-type: none"><li>• How will the project progress CEMP to support the Scientific Committee strategic workplan (<a href="#">SC-CAMLR-41 Annex 4, Table 2</a>) and the management needs for CCAMLR</li></ul>
<b>4. Consistency with one or more priorities for the CEMP special fund</b> Maximum 200 words <ul style="list-style-type: none"><li>(i) Testing and implementing new technologies to support the CEMP</li><li>(ii) Developing methods to expand the spatial and temporal coverage of CEMP data collection</li><li>(iii) Improving coordination of activities to support the objectives of CEMP</li><li>(iv) Developing methods for analysing data to address the objectives of CEMP.</li></ul> <p>For reference the CEMP objectives are to:</p> <ul style="list-style-type: none"><li>(i) detect and record significant changes in critical components of the ecosystem,</li><li>(ii) distinguish between changes due to the harvesting of marine resources and changes due to environmental variability.</li></ul>
<b>5. Enhanced capability &amp; methods</b> Maximum 300 words + attachments if needed <ul style="list-style-type: none"><li>• Will this work contribute to:<ul style="list-style-type: none"><li>◦ land-sea integrated studies</li><li>◦ development of new technologies and/or methods that could be used in CEMP?</li></ul></li></ul>
<b>6. Staff &amp; Budget</b> <ul style="list-style-type: none"><li>• List all staff and their contributions to the project, including the time put to the project (include a short 2-page CV for each researcher).</li><li>• Detail the budget as in-kind contributions from all institutions involved as well as the request from the CEMP Special Fund.</li><li>• Projects should not exceed a total cost to CCAMLR of more than A\$50,000 per year and span no more than 3 years (SC-CAMLR-41 Paragraph 11.22) before submission of the final report.</li><li>• Funds can be available 1 December following Commission approval and signed agreement with the receiving institution.</li><li>• Budget should include costs by calendar year, separated by costs related to labor and non-labor, and include any travel, overhead costs, or shipping, taxes or duties.</li></ul>
<b>7. Linkages</b> Maximum 200 words <ul style="list-style-type: none"><li>• Is this project inter-disciplinary? If so, how will that be achieved?</li><li>• To what other international projects or programs will this project contribute?</li></ul>
<b>8. Contribution to CEMP Infrastructure</b> Maximum 200 words <ul style="list-style-type: none"><li>• Will this project contribute to CEMP infrastructure? If so, how will it be maintained?</li></ul>