



UN MPTF
to Support Global Compact for Safe, Orderly and Regular Migration
PROPOSAL

Proposal Title: Travel support to delegates of the Global Compact for Safe, Orderly and Regular Migration	Recipient UN Organization(s): International Organization for Migration (IOM)				
Project Duration (in months): 1 month for the travel support. Start Date: 1 September 2017 End Date: 30 September 2017	Proposal Contact: Suzanne Sheldon Senior Policy Advisor Global Compact for Migration E-mail: ssheldon@iom.int				
Project Description: This proposal focuses solely on Objective 1 of the UN MPTF on Migration to support the travel and participation of representatives from developing countries and other stakeholders to the 5 th thematic session in Vienna on 4-5 September 2017.	UN MPTF on Migration <table style="width: 100%;"> <tr> <td style="width: 60%;">Requested amount:</td> <td style="text-align: right;">US\$ 35,342.54</td> </tr> <tr> <td>Total Cost for the Project</td> <td style="text-align: right;">US\$ 35,342.54</td> </tr> </table>	Requested amount:	US\$ 35,342.54	Total Cost for the Project	US\$ 35,342.54
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STRATEGIC OBJECTIVES/THEMATIC AREA to which the proposal is contributing. For reporting purposes, each project should contribute to one Strategic Objective (SO). <input checked="" type="checkbox"/> Strategic Objective 1: Preparation for the 2018 Conference					
Recipient UN Organization <i>Name:</i> Mr. Ashraf El Nour <i>Title:</i> Director, IOM Office to the United Nations in New York <i>Signature:</i> _____ <i>Date and Seal:</i> _____	UN Special Representative for International Migration: <i>Name:</i> Ms. Louise Arbour <i>Title:</i> UN SRSG for International Migration <i>Signature:</i> _____ <i>Date and</i> _____				

NARRATIVE

a) Rationale for this project:

The Global Compact for Safe, Orderly and Regular Migration (GCM) modalities resolution establishes a “voluntary trust fund for the intergovernmental conference and its preparatory process, primarily to support the travel and participation of representatives from developing countries, in particular the least developed countries...”. This provision, and the support provided through the Multi-Partner Trust Fund (MPTF) on Migration, will help to facilitate a preparatory process that is open, transparent and inclusive, and that promotes and strengthens Member States’ ownership – as called for by the Member States themselves.

Without prejudice to the intergovernmental nature of the process, this proposal supports effective participation of all relevant stakeholders, including civil society, the private sector, academic institutions, parliaments, diaspora communities and migrant organizations from developing countries, in particular the least developed countries, in the intergovernmental conference and its preparatory process. The experience of other recent intergovernmental processes, including the 2030 Agenda for Sustainable Development, the Addis Ababa Action Agenda, New Urban Agenda, and the Sendai Framework for Disaster Risk Reduction, amongst others, has shown that the involvement of all UN Member States and diverse stakeholders contributes to more informed and productive discussions and outcomes.

b) Coherence with existing projects:

Due to the late arrival of earmarked funds, this project is exceptionally funded post-delivery by IOM of travel support to the 5th thematic session of the Global Compact for Migration Process in Vienna.

c) Capacity of RUNO(s) and implementing partners (if applicable):

Travel services for governments - IOM has provided travel-related services to governments and migrants since its founding in 1951. During the course of its sixty six years, IOM has assisted millions of persons to travel internationally, and has built long-term relationships with the airline and travel industries. Through its global network of field offices, IOM is able to provide hands-on support to individuals travelling from most international locations. In addition to moving migrants, IOM has significant experience arranging travel for senior government officials to attend conferences, study tours, and other fora. IOM’s offices are experienced in local country practices, customs, and languages, as well as the sensitivities of high-level government protocol when liaising with senior officials.

d) Proposal management:

IOM would provide travel support services for participants who are “representatives from developing countries, in particular the least developed countries” as stated in A/RES/71/280 as identified by the Office of the Special Representative of the Secretary-General for International Migration (OSRSG), to attend the 5th thematic session of the GCM process in Vienna on 4-5 September 2017.

The assistance would include the following travel support services for the designated participants:

- Commercial economy class flight arrangements and ticketing for the 5th thematic session in Vienna on 4-5 September 2017.
- Disbursement of Per Diem.

e) Risk management:

Risks	Risk level (H/M/L)	Risk impact	Mitigating measures
Additional costs are incurred when designated participants request changes to their flight bookings, or cancel them.	M	Potential of additional, unforeseen charges	IOM will maintain contact with the designated travelers during the booking process, to ensure they are aware of the details of their booking as soon as possible. Where possible and cost effective, IOM will avail itself of its preferential fare arrangements with the airline industry to book participants in flexible tickets, minimizing any potential booking amendment or cancellation costs.
Travel request received very close to the meeting, which leaves IOM very little time to obtain tickets within the preferential fares Agreement considering complex routings from some of the Departure Airports.	H	High ticket costs, when only few options are available.	OSRSG to inform Delegates to contact RMM as soon as the participation is confirmed.
Travel request received from designated participants very late, leaving IOM very little time to obtain tickets at preferential fares.	H	High ticket costs, when only few options are available or no seat availability.	OSRSG to inform Delegates to contact RMM as soon as the participation is confirmed and not later than 3 days before the intended date of travel.
Delegates fail to confirm receipt of Visas within the ticketing time limits, resulting higher ticket cost.	M	Potential of exceeding budgeted ticket costs.	IOM will inform the delegates on the critical need to keep the booking staff informed on the visa process/receipt to ensure ticketing is done on time.
Designated participants replaced with another participant close to the Travel Dates	H	Additional unforeseen costs resulting from ticket cancellations, changes and higher fares for lastminute bookings.	OSRSG to provide guidance to Governments on the selection criteria and required travel documentation such as visa requirements.
Information on delegates who qualify for the project funding (Tickets and DSA) not	M	Fewer designated participants travel than planned.	OSRSG to provide IOM with the list of confirmed participants for verification

received. Delegates contacting IOM without notifications from OSRSG.			
Missed flights outside of Airline ticketing hours thereby flights cannot be rebooked.	L	Additional unforeseen expenses caused by re-booking costs. Fewer designated participants travel than planned.	IOM will clearly inform the delegates on the Travel itinerary and the strict check-in time requirements.
Assumptions			
This project is based on the assumption that there is significant interest from LDCs and civil society organizations (CSOs) to avail themselves of the opportunity provided by MPTF funding to attend the 5 th thematic session in Vienna on 4-5 September 2017.			

f) Monitoring & reporting:

While there is no external evaluation planned, IOM will conduct internal monitoring of activities. IOM's monitoring system is based on a continuous review of all related activities throughout the project life cycle to ensure that operations are proceeding correctly and as planned. Applying its internal financial administration system, the Processes and Resources Integrated Systems Management (PRISM), IOM conducts structural monitoring of project expenditures on an ongoing basis. The PRISM-system automatically flags deviations from the budget in terms of any possible over- or under-spending, which will be addressed by the IOM Project Management Team and the respective IOM Missions according to standard IOM rules.

PROPOSAL RESULT MATRIX

Proposal Title: Travel support to delegates of the Global Compact for Safe, Orderly and Regular Migration process					
Objective to which the Proposal is contributing	<i>Objective 1: Support the travel and participation of representatives from developing countries, in particular the least developed countries, to the 5th thematic session in Vienna on 4-5 September 2017.</i>				
Effect Indicators	Targeted Geographical Area <i>(List of Developing Countries and CSOs of the representatives participating to the Conference – broken-down per event)</i>	Baseline <i>In the exact area of operation</i>	Target	Means of verification	Responsible Org.
Priority 1: Travel Support Services					
Outcome 1: Improving wide participation of developing countries' representatives in Global Compact for Migration (GCM process)					
Increasing the number of representatives from developing countries and CSOs, in particular the least developed countries and other stakeholders participating to the GCM	LDCs, CSOs	5 per meeting supported.	20 per meeting supported.	Number of tickets arranged for LDC and CSO representative participation	IOM

Objective 1: Support the travel and participation of representatives from developing countries, in particular the least developed countries for the intergovernmental Conference and its preparatory

Output Indicators <i>Broken-down per Event</i>	Geographical Area <i>(List of Developing Countries of the representatives participating to the Conference – broken-down per event)</i>	Target	Budget	Means of verification	Responsible Org.
I. INFORMAL THEMATIC SESSION 5 IN VIENNA, 4-5 SEPTEMBER 2017					
# Developing country or CSO delegates participating in informal thematic sessions.	LDCs	Based on the information included in the list of participants: 19 Country Representatives and two CSO Delegates	\$35,342.54	List of participants provided travel support	IOM

PROGRAMME BUDGET
by UN categories

CATEGORIES	TOTAL
1. Staff and other personnel	
2. Supplies, Commodities, Materials	
3. Equipment, Vehicles, and Furniture, incl. Depreciation	
4. Contractual services (include full details if service provided by a third party)	
5. Travel (include full details) <ul style="list-style-type: none"> • Airfares • Transportation • Lodging 	\$35,342.54
6. Transfers and Grants to Counterparts (include full details)	
7. General Operating and other Direct Costs (include full details)	
Sub-Total Project Costs	\$35,342.54
8. Indirect Support Costs*	n/a
TOTAL	\$35,342.54

* The rate shall not exceed 7% of the total of categories 1-7, as specified in the UN International Migration Conference MOU and should follow the rules and guidelines of each recipient organization. Note that Agency-incurred direct project implementation costs should be charged to the relevant budget line, according to the Agency's regulations, rules and procedures.