



Hosting an International Project Office (IPO) of Future Earth Coasts, A Global Research Project of Future Earth

Call for Expressions of Interest

Deadline for Expression of Interest (EoI): 15.10.2021

Invitation to submit an EoI to host an International Project Office (IPO) of Future Earth Coasts (FEC), a Global Research Project of Future Earth

Background

Future Earth Coasts (FEC) was first established in 1993 as the Land-Ocean Interactions in the Coastal Zone (LOICZ) core project of the International Geosphere and Biosphere Programme (IGBP). LOICZ had a remit to quantifying material fluxes and the role of coastal and shelf ecosystems in their bio-geochemical transformations. LOICZ extended its remit in 2004, becoming jointly sponsored by IGBP and the International Human Dimensions programme (IHDP), with an agenda addressing the influence of social-ecological systems on biogeochemistry along the catchment-coast continuum. In 2015, LOICZ was re-titled as **Future Earth Coasts** in recognition of its transition into the newly formed **Future Earth** programme, and further extended its remit to explore options to identify sustainability pathways for anthropogenically altered and changing coasts. Steered by an Executive Committee and facilitated by its International Project Offices (IPOs), FEC aims to develop a research community from all disciplines for the co-design and co-production of knowledge that will engage with policymakers, business, industry and other stakeholders. FEC's goal is to support transformation to a sustainable and resilient future for society and nature on the coast by facilitating innovative, integrated, collaborative and impactful research and knowledge mobilization.

The Future Earth Coasts Vision is **transitioning towards respectful custodianship of our coasts**.

Future Earth Coasts is the preeminent global knowledge platform to facilitate communities and networks of coastal scholars and practitioners interested in translating sustainability knowledge into action in the coastal zones of the Earth. This occurs through the activities of networks of interest, Academy members, Fellows and affiliated projects that collectively contribute towards an "**Our Coastal Futures**" initiative.

Since 2019, FEC has had a distributed IPO. The lead IPO has been hosted by the Leibniz Centre for Tropical Marine Research (ZMT), Germany, leading the efforts of a distributed IPO network with hubs at Virginia Tech and University of Maryland Center for Environmental Science, US; Southern Cross University, Australia; and the State Key Laboratory of Estuarine and Coastal Research at East China Normal University and the Yantai Institute of Coastal Zone Research, Chinese Academy of Sciences, China. Future Earth Coasts is requesting Expressions of Interest to become part of an expanded distributed IPO.



How to respond to this call for Expressions of Interest

Organisations interested in submitting an Expression of Interest should:

- Introduce the institution (or consortium of institutions in the case of co-hosting partnerships). This can be research institutes, centres, universities, government agencies, or comparable relevant organisations.
- Outline the institution's capability to deliver an International Project Office.
- Provide a funding plan for necessary staff and operations.
- Provide an official letter of support signed by a legal representative of their institution as part of their application.

Hosting a Future Earth Coasts International Project Office

Hosting an IPO allows for active scientific and strategic collaboration between FEC and researchers at the host institution.

Key benefits to a host include increased international exposure, opportunities for new collaborative research in the international domain, high impact scientific publications and policy relevance.

Previously, the IPO has been hosted by the Science Foundation Ireland (SFI), MaREI Centre for Marine and Renewable Energy headquartered in the Environmental Research Institute, University College Cork, Cork, Ireland (2015-2018), by HZG, Germany (2005-2014), and by NIOZ, the Netherlands (1993-2004). Commencing in January 2022, the Future Earth Coasts project is seeking expressions from new institutions, or a consortium of host institutions, to host additional IPOs to be selected through a two-step process. Ideally, an IPO consists of a Scientific Officer and Research Assistant (either as FTEs or PTEs) whose salaries, office space, financial and IT support are provided by the host institute. In-kind contributions may be considered.

Role of an International Project Office (IPO)

An IPO co-ordinates and facilitates implementation of the FEC research strategy and associated activities in accordance with priorities set by the Executive Committee (ExCom). The distributed IPO network is responsible for the day-to-day management of FEC, ensuring the coordination across research priorities, regions and projects and liaising with key research users.

The functions of an IPO are supported by Regional Engagement Partners (REP), currently located at Louisiana State University, USA; the North Fluminense State University, Brazil; the University of the Algarve, Portugal; the University of the West Indies, Trinidad and Tobago; the Department of Geography, National Taiwan University; and the Institute of Soil Science, Chinese Academy of Sciences, China. Reflecting their individual core competence, REPs may also undertake delegated secretariat and/or research/outreach tasks for the benefit of the overall global program.



Terms of Reference for a FEC IPO

An International Project Office (IPO) will

- Implement strategic decisions of the Executive Committee (ExCom);
- Provide support to assist the ExCom in fulfilling its duties;
- Provide logistical support to enable the functioning of the Advisory Board, FEC Academy and FEC Fellows.

The general tasks of an IPO are as follows:

- Administering FEC on a day-to-day basis, under the guidance of the ExCom;
- Organizing events, workshops and capacity-building exercises;
- Conducting fundraising to support IPO operations, and Future Earth Coasts activities and events;
- Maintaining financial records of Future Earth Coasts activities for reporting;
- Promoting Future Earth Coasts activities;
- Interacting with relevant policy and stakeholder communities and organizations, funding agencies and host institutions;
- Creating and maintaining an archive of Future Earth Coasts decisions, documents and contacts;
- Promoting and facilitating open data principles within Future Earth Coasts' scientific activities;
- Encompassing appropriate data management policies to ensure access to, sharing of and preservation of Future Earth Coasts data;
- Regular and effective communication with the Future Earth network, and the broader science and practitioner communities;
- Managing reporting to Future Earth, including the preparation and submission of an Annual Report to meet Future Earth's requirements;
- Maintaining contact with additional FEC partners;
- Facilitating activities of the FEC network to enable bottom-up initiatives from the community.

Requirements to host a FEC IPO

A host institute, or consortium of institutions is expected to have a strong connection to interdisciplinary research and to provide:

1. Salaries and on-costs for FEC IPO staff
2. Office space, and access to internet, telephone and other necessary resources
3. Supplies and consumables
4. Allowance for travel and similar expenses

Recruitment of IPO staff shall occur in consultation with the Co-Chairs and the Executive Director, or their nominees.



Selection criteria

Expressions of interest will be assessed by the Executive Committee of FEC with regard to the following criteria:

- Vision for a successful FEC IPO and support for the activities of the project as the coastal research knowledge platform in Future Earth
- A substantial and sustained record of international and/or national studies, education and dissemination of natural and societal aspects of coastal systems
- Capabilities to deliver against the role specifications, taking into account:
 - Ability to host a global research coordination and management entity
 - Experience in managing international research programmes/projects
 - Capacity to enable effective collaboration and international research exchange
 - Capacity to enable FEC to convene different stakeholder groups (e.g. academia, funders, governments, international organisations and science assessments, development groups, business and industry, civil society, and the media)
- Proposed funding strategy including staff costs and ensuring eligibility of funds to enable and support international travelling of FEC staff

FEC welcomes expressions of interest to host the FEC IPO from 1 January, 2022 ideally for a period of at least 3 years. Expressions of Interest should be emailed to arrive by October 15 to Dr. Sebastian Ferse, FEC Executive Director at info@futureearthcoasts.org with subject 'FEC IPO - EoI'.

Interested parties are encouraged to consult the FEC website (www.futureearthcoasts.org) and/or contact the current IPO Executive Director (Dr. Sebastian Ferse, info@futureearthcoasts.org) for further details and informal discussions prior to submitting an Expression of Interest.

A template for the **Expression of Interest** is provided overleaf.



Template for Expression of Interest

The expressions of interests will be communicated to the FEC Selection Committee. They will be examined under strict confidentiality.

Institute/s and Contact Information	
Name of interested institution(s) (for consortia, please provide all organisations):	
Point of contact for Expression of Interest (name, email, phone, position):	
Proposed operational starting date (proposals are primarily sought for a starting date of 1 January, 2022):	
Expected hosting period:	
Existing and/or past hosted national or international programme offices or initiatives:	
Specification of interest	
Why are you interested in hosting the FEC International Project Office? Specify the interest of each institution in the case of a consortium expressing interest	
What are the synergies of the Host Institution/s key research areas and activities to the FEC project?	
What capacities and experience that you have in working with internationally projects?	
What capacities and experience that you have in working in a multi-, inter-, and trans-disciplinary setting?	
Please explain your funding strategy to support the IPO (including level of funding) and outline other resources that will be made available to support operations.	
Any additional comments	

Name of person submitting this Expression of Interest:

Contact details:

Name, position and signature of host institution representative: