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Foundation Knowledge for Climate

Tasks and responsibilities



1. Supervisory Board (SB)

The foundation has a Supervisory Board, consisting of minimum of five and maximum of seven persons. The Board convenes at least twice a year.

Tasks

- Supervise the policies of the Executive Board
- Supervise the general state of affairs within the foundation
- Monitor expenditures (accountability to Executive Board and Ministry of I&M)
- Advise on future direction and overall policy

2. Executive Board

The foundation is represented by the Executive Board. The Board consists of three persons. She has overall responsibility for the foundation and to achieve the goals laid down in the statutes.

Tasks

- Conducting research from a practical need for climate proofing the Netherlands
- Disseminating knowledge
- Formation of the research programme, including setting substantive priorities, financial constraints and frameworks
- Focus on consistency and quality of research
- Consultation of other research programmes
- Ensure a good relationship between the more fundamental and applied research
- Evaluating project proposals
- Motivation of decisions
- Focus on relationship quality research
- Advised by Programme Board, Executive Advisory Board
- Monitoring progress, quality of execution of the research and monitor expenditures assisted by Programme Office, Hotspot coordinators, project managers and Knowledge Transfer (based on information from the Programme Office)
- Responsible for the ins and outs of the organization
- Responsible for the finances, distribution / exhaustion of budgets, contracting
- Establish annual plan and annual report for approval of the Supervisory Board

3. Advisory councils

Periodically, the Supervisory Board will also ask advise on the outlines of its policy by the Executive Advisory Board, the International Scientific Advisory Council and the Societal Advisory Council. These three councils are more remote from the programme. They are not involved in the direct implementation.

a. Executive Advisory Board

The Executive Advisory Board serves as an independent body. The Board meets at least twice a year, together with the members of the Executive Board.

Tasks

- Serves as an independent advisory
- Advise the Executive Board on strategic issues, in particular the cooperation with the public and private parties, knowledge development and knowledge transfer
- Advice on the use of funds



- Monitoring cooperation with relevant ministries, research institutes and knowledge programmes

b. International Scientific Advisory Council

The International Scientific Advisory Council advised (two yearly) on the progress and scientific quality of the programme (and the Climate changes Spatial Planning programme).

Tasks

- Advising in general to the Board on the future direction of the various programme components
- Advising on Terms of Reference for the scientific evaluation of the programme

c. Societal Advisory Council

The Societal Advisory Council advises (two yearly) on the societal relevance and impact of the programme.

Tasks

- Follow up of the direction of the various programme elements
- Advising on the terms of reference for the societal programme evaluation

4. Execution of the programme

The execution of the programme is facilitated by the Programme Board and the Programme Office.

a. Programme Board

The Programme Board plays an important advisory role in programming and in preparation of the various evaluations of the programme. The Board consists of at least 12 and no more than 18 members and consists of representatives of the government, the hotspots, the content-oriented programme components and the Programme Office. The Chairman of the Executive Board is also chairman of the Programme Board. The Board meets at least once a year.

Tasks

- Advising the Executive Board on the entire field and the general state of affairs
- Focus on budget and possible research questions in the various programme themes
- Consistency between the various projects and identification of potential research projects
- Monitoring quality and appropriateness of the Terms of Reference for projects and project proposals
- Advising the Executive Board on the use of project resources and progress of projects
- Advising the Executive Board on annual plans and review procedures

The advice of the Programme Board to the Executive Board is not binding.

b. Programme Office

The execution of the programme is handled by the Programme Office.

Tasks

- Supporting the Executive Board, the Supervisory Board, the Programme Board, the International Scientific Advisory Council, the Societal Advisory Council and the Knowledge Transfer in the execution of their tasks
- Preparation of meetings and execution of decisions
- Supporting the awards of subsidies



- Taking care of the administration of Foundation, handling contracts and financial obligations, and for the management, monitoring and evaluation of implemented projects
- Prepare financial and content planning
- Preparation of financial and progress reports for the Executive Board

c. Knowledge Transfer

The Knowledge Transfer aims at effective transfer and sharing of knowledge on climate change adaptation between knowledge suppliers and (potential) knowledge users. To achieve this goal, the Knowledge Transfer has two main tasks:

Tasks

- *Knowledge dissemination*: actively disseminate knowledge through brochures, workshops, courses and master classes, conferences, newsletters, exhibitions, websites, social media
- *Knowledge impact*: actively promote putting developed knowledge to use in everyday practice

d. Hotspots

The hotspots work in a broad-based team consisting of public and private parties together led by the coordinator of the hotspot. Together they work on the demand for knowledge articulation, knowledge and application of knowledge in general. The teams consist of representatives of governments, NGOs and research institutions.

Tasks

- Formulating research questions in an iterative and participatory process, relevant to climate proofing of the selected regions
- Preparation of detailed programme demands (Terms of References: TORs) for relevant research projects, preparing research proposals, and seeking co-financing
- Directing the executors of the research projects
- Ensure alignment between the domain-specific and generic knowledge questions
- Responsible for maintaining close contacts with representatives of the other hotspots and taking actively part in the Knowledge Transfer
- Generating 'options for an adaptation strategy' for the area of the hotspot, for example in the form of a separate project, in which the results of all projects are handled

e. Themes

Besides applied research in regional hotspots, the programme focuses on developing high quality scientific knowledge within eight research themes. Within these themes scientists study how to make the Netherlands climate proof. Some themes are scientific, others focus on governance and policy support. The themes are:

- Climate Proof Flood Risk Management
- Climate Proof Fresh Water Supply
- Climate Adaptation for Rural Areas
- Climate Proof Cities
- Infrastructure and Networks
- High-quality Climate Projections
- Governance of Adaptation
- Decision support tools

Tasks

The research topics are identified by the stakeholders in the hotspots. International consortia of scientists conduct the research and give feedback to the hotspots.



f. Project leaders

Within the programme project managers are appointed for the execution of the projects.

Tasks

- Responsible for the development of research projects, to form a project consortium, the search for co-financiers and the execution of the project
- Reporting on the content and financial progress to the Programme Office and via the Programme Office to the hotspot coordinator, the Programme Board and the Executive Board
- In consultation with the coordinator of the hotspot also contribute to the development of the sub-programme, to which the project belongs