

INTERNATIONAL FORUM *for* VOLUNTEERING *in* DEVELOPMENT

ANNUAL REPORT 2019

Sunrise at Kokopo, East New Britain, Papua New Guinea in 2016.
Photographer: Harjono Djoyobisono

forum



**A movement of global citizens
working for a world
where no one is left behind.**

‘Volunteerism is a powerful mechanism to engage people, especially those left farthest behind, in achieving the Sustainable Development Goals. When people volunteer, they connect with others and foster a sense of purpose.’

— United Nations Secretary-General António Guterres on International Volunteer Day 2019

Welcome to the 2019 Forum Annual Report. This report covers the calendar year from January to December 2019, in line with Forum's financial year.

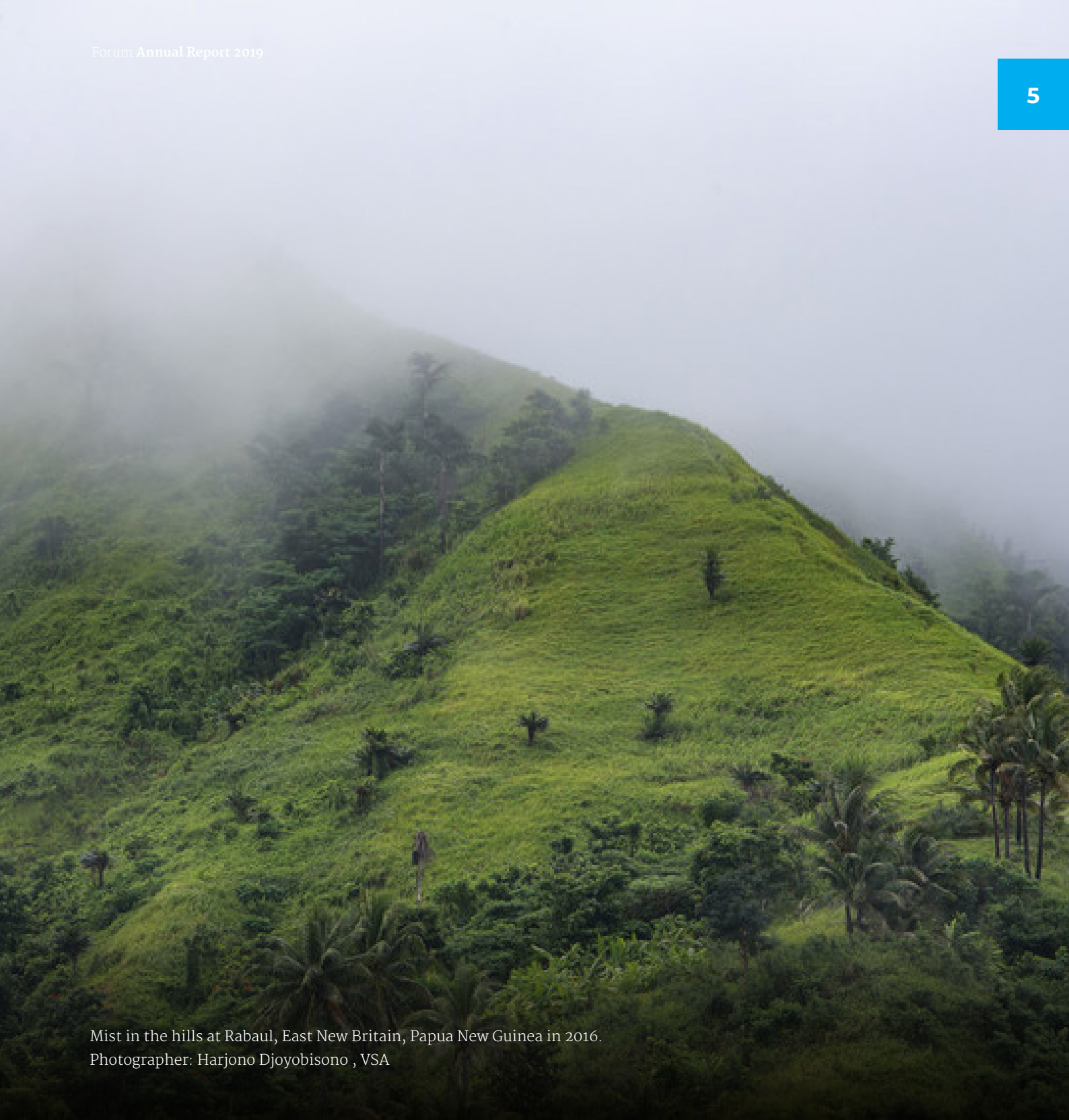
2019 was a landmark year for Forum, with the launch of the Global Standard for Volunteering for Development. A world-first, the Global Standard is the product of a three-year consultation led by the Forum Leading Standards Working Group to identify agreed good practice in volunteering for development. It is designed to support organisations that work with volunteers to improve their practice and their impact. The Standard was launched at IVCO 2019 in Kigali, Rwanda, followed by a global pilot process in 2020.

The IVCO 2019 conference, on the theme Advancing Quality in Volunteering for Development, stood out for the diversity of its participants, with over 70% of delegates representing organisations in the Global South.

At Forum's 2019 Annual General Meeting in Kigali, Rwanda on 29 October 2019, Forum members and associate members heard updates from our working groups, where much of the work of Forum happens across a wide range of areas. This report sets out details of this work, Forum's achievements in 2019, as well as financial statements.



Australian volunteer Annie Knappstein (right) with Albert Kwatela, Conservation Coordinator at Solomon Islands Community Conservation Partnership, collecting and testing coral samples near Honiara, Solomon Islands in 2015. Photographer: Darren James



Mist in the hills at Rabaul, East New Britain, Papua New Guinea in 2016.
Photographer: Harjono Djoyobisono , VSA

PROMOTING EFFECTIVE KNOWLEDGE GENERATION AND SHARING AMONGST MEMBERS

IVCO 2019 and the Global Standard for Volunteering for Development

VSO and Forum jointly hosted the IVCO conference, on the theme Advancing Quality in Volunteering for Development. The Annual IVCO Conference is a unique event, bringing together heads of volunteer organisations and delegates from public, private, academic and NGO organisations from around the world to network, discuss questions of impact and good practice, share innovative approaches and strengthen collaboration between organisations.

IVCO 2019 was a unique conference, bringing together over 200 delegates, of whom over 70% were from the Global South and representing the full breadth of volunteering for development organisations. The event spanned three days of lively discussions, in-depth workshops, inspiring talks and extremely popular ‘World Café’ sessions.

Forum would like to acknowledge VSO for their exceptional work in hosting IVCO 2019 and bringing a new dimension to the annual event.

The centrepiece of IVCO 2019 was the launch of the Global Standard for Volunteering for Development. Produced through a two-year global consultation process led by the Forum Leading Standards Working Group, the Standard aims to improve the outcomes of volunteering for development activities, ensuring that organisations that work with volunteers are both impactful and responsible in their practice. The content of the Standard was developed by four reference groups from across and beyond the Forum membership. These groups focused on the Standard’s four pillars – Developing and Delivering Projects, Duty of Care, Managing Volunteers, and Measuring Impact. The work of the Leading Standards Working Group was led in 2019 by Co-Chairs Mark Cumming (Head, Comhlámh and Forum Board member) and Stephen Goodman (Chief Executive Officer, Volunteer Service Abroad (VSA) and Forum Board member).

Forum acknowledges the significant role played by VSO in the creation of the Global Standard.

At IVCO 2019, The Kigali Declaration was developed by the Leading Standards Working Group and has been signed by over 100 organisations. It gave delegates of IVCO 2019 and beyond the opportunity to commit to the principles of the Global Standard, and to express their interest in following the piloting and further development of the Standard in 2020.

Forum Research

The Forum Research, Practice, Policy and Learning (RPPL) Group led the development of three IVCO 2019 Papers. Three ground-breaking papers by leading researchers explored themes related to quality in volunteering for development and informed conversations at IVCO 2019:

Jonathan Potter's framing paper, *Developing the Global Standard for Volunteering for Development* tracked the development of the Global Standard for Volunteering for Development by Forum's Leading Standards Working Group, from its inception through phases of research and consultation to consensus on good practice and the publication of the Global Standard.

Jacob Mwathi Mati and Helene Perold's paper *An African-centred approach to quality in practice: Insights from East African volunteer involving organisations* examined emerging trends in quality improvement, standards setting and accreditation for volunteering in the African context, drawing on case studies of organisations in East Africa.



Australian volunteer Agriculture Research Officer Sharelle Polack (right) inspects a yam crop with a colleague from the Department of Agriculture and Rural Development in Vanuatu, 2017. Photographer: Darren James



Australian volunteer Emma Hand (left) works as a Farm Management Trainer with the Ministry of Agriculture and Fisheries, Animal Production and Health Department in Samoa, 2016. Photographer: Darren James

Cliff Allum and Mayuko Onuki's paper Measuring the collective impact of Forum members & associate members addressed the ongoing efforts of international volunteer cooperation organisations to measure, understand and learn from the scale and nature of their collective work, and its contribution to development.

The RPPL Group also undertook Forum's first Basic Measurement Data Survey, the results of which were published in July 2019. This is the first in a series of annual reports measuring the collective contribution of volunteering for development. Based on a survey of Forum Members, the report is a key way in which Forum is supporting the strategic priority of impact measurement. The report found interesting results which add weight to, and challenge, conventional thinking on trends in the sector.

The 2019 survey focused primarily on measuring what members do and how they operate, and on capturing qualitative data, with some consideration of outcomes. In future years, measurement data will increase in complexity to address the collective impact of volunteering for development in contributing to the achievement of the Sustainable Development Goals (SDGs).

A one-day meeting of the Forum RPPL Group and invited guests took place immediately following IVCO 2019 on 31 October. Jacob Mwathi Mati, Lecturer, School of Social Sciences, University of the South Pacific presented on the theme 'Issues of research and practice in volunteering for development. Existing practices, questions of power and opportunities to leverage resources.' Participants discussed this presentation as well as questions of cross-fertilisation

between research on national and international development and research partnerships between the Global North and the Global South. Participants also workshopped the RPPL Group's 2020 Annual Plan.

In 2019, the RPPL Group reviewed the format of its monthly meetings. These meetings now feature a presentation on a piece of research by a member of the group or an invited outside speaker, followed by discussion. RPPL continues to maintain an online register of ongoing research.

The Forum RPPL Group was led in 2019 by Co-Chairs Paul Bird, Chief Executive Officer of AVI and Forum Board member, and Odette McCarthy, Uniterra Program Director – a World University Service of Canada–Centre for International Studies and Cooperation (WUSC-CECI) programme and Forum Board member.

'As the world's only network dedicated to volunteering for development, the strength of Forum is the engaged sharing and development of practice by its members and partners.'

— Paul Bird, Forum Chair

INCREASING VISIBILITY AND RECOGNITION OF THE IMPACT OF VOLUNTEERISM IN DEVELOPMENT

Forum continued to play a leading role in the Volunteer Groups Alliance (VGA) in 2019. Philip Goodwin, Chief Executive of VSO and Forum Board Member, served as Co-Chair of the VGA along with Mei Cobb of United Way Worldwide.

The VGA welcomed David Styers as its new Coordinator, who worked tirelessly throughout the year to advocate at the United Nations for the role of volunteering in sustainable development. The VGA leveraged its role as one of the ‘Major Groups and Other Stakeholders’ to lobby individual governments, and to position volunteering for development at the 2019 High Level Political Forum on Sustainable Development (HLPF). Through the efforts of the VGA Co-Chairs and Coordinator as well as a number of Forum members, the VGA hosted a very successful side event at the HLPF on the theme Connecting people, inspiring action – the role of volunteers in achieving inclusiveness and equality in delivering the SDGs. The VGA also submitted a Thematic Paper to the HLPF and supported volunteer speakers throughout the forum.

Forum also supported the United Nations Volunteers programme (UNV), IFRC and civil society organisations in preparing for the Global Technical Meeting on ‘Reimagining Volunteering for the 2030 Agenda’, which will take place at the United Nations in July 2020. Along with UNV, Forum co-led one of the meeting’s four workstreams – Volunteering as an SDG accelerator – and the Forum RPPL Group was a member of the Task Force for the workstream on Measuring volunteering for the SDGs.

In 2019, Forum launched [a new website](#) and rolled out the Forum Hive, an online space for communication and collaboration between Forum members.

Forum’s new website includes news updates from members, a library of volunteering research, and an archive of past IVCO conferences. The Forum Hive is used to share news with members and to manage the work of the Forum Board and working groups.



BUILDING A VIBRANT AND INCLUSIVE CONSTITUENCY IN SUPPORT OF INTERNATIONAL VOLUNTEERING AND VOLUNTEERING FOR DEVELOPMENT

In 2019, Forum's membership was made up of 20 members and five associate members. A special and warm welcome is extended to our newest member, ComMutiny – The Youth Collective.

Combined, the Forum network now represents 136 organisations¹ encompassing more than 10,000 skilled volunteers working across 124 countries.

Under the leadership of the Forum Board, Forum has four working groups:

- The IVCO Working Group
- The Research, Practice, Policy and Learning Working Group
- The Leading Standards Working Group
- Security and Risk Management Working Group.

Forum also supports the Volunteer Groups Alliance.

¹ AKLHÜ e.V. – Netzwerk und Fachstelle für internationale personelle Zusammenarbeit/Network and Policy Association for International Personnel Cooperation at 67, France Volontaires at 53 and Unité at 16.





STRENGTHENING AND FOCUSING THE CAPACITY OF FORUM

Forum is resourced by membership subscriptions, income generated from the IVCO conference, contributions of project-focused funds from members as well as invaluable voluntary staff time. The work of Forum is led by the Forum Executive Coordinator, with the support and guidance of the Forum Board.

In 2019, Forum's Executive Coordinator position was again generously hosted by AVI in Melbourne, Australia. WUSC also provided in-kind secretariat support to maintain governance requirements and banking in Canada.

On behalf of Forum, the Forum Board offers its wholehearted thanks to the Forum members who provided both in-kind and direct financial resources to the 2019 Research and VGA Funds.

A copy of Forum's 2019 Chartered Accountant's Report and audited financial accounts accompany this report.

Acknowledgements

The Forum Board acknowledges the substantial contributions of all member organisations that provided in-kind resources to Forum over the past year. Your energy, expertise, passion and resources enabled our working groups and other initiatives to achieve our shared goals as a network.

My heartfelt thanks to the hard-working members of the Forum Board, each of whom played a leading role in the Forum working groups – Jean Tan, Philip Goodwin, Odette McCarthy, Stephen Goodman, Jean-Daniel Balme and Mark Cumming. I would also like to thank David Styers, VGA Coordinator, for his tireless efforts throughout the year. We thank Paul Cahill for his work in preparing the Financial Statements, and David O'Regan of O'Regan and Company for reviewing the accounts and preparing the Chartered Accountant's Report.

2019 saw a very significant transition for Forum. Christina Jenkins served Forum diligently as Executive Coordinator for eleven years. We thank her for her dedication and commitment to Forum and wish her all the best. We welcomed James O'Brien to the role and back to Forum.

On behalf of the Forum Board of Directors:

Jean-Daniel Balme, France Volontaires

Paul Bird, AVI

Mark Cumming, Comhlámh

Stephen Goodman, Volunteer Service Abroad (VSA)

Philip Goodwin, VSO

Odette McCarthy, Uniterra Program Director – a WUSC and CECI program

Jean Tan, Singapore International Foundation (SIF)



Paul Bird, AVI

Chair, International Forum for Volunteering in Development
September 2020

Future Directions

As a sector we are experiencing unprecedented challenges and uncertainty, and the role of Forum has never been more important than it is in this moment. Forum will continue its work to ensure that Forum members are informed and equipped to respond to the COVID-19 crisis and to adapt to the post-COVID world. We will publish the results of our research on COVID-19 and the Future of Volunteering for Development at the end of 2020, and we will continue to create spaces for our members to share and coordinate their response, including regular Heads of Agency Meetings and webinars.


We are looking forward to IVCO 2020 which is being jointly hosted by VSO and AVI, the first virtual IVCO, on the theme Volunteering for Climate Action. IVCO 2020 presents an opportunity for researchers and practitioners to explore what we mean by volunteering for climate action, to recognise and share good practice from our organisations and agree on ways forward, as organisations and as a sector, to improve the quality and impact of our

work in addressing the most pressing threat to our planet and our species. Further ahead, we look forward to IVCO 2021, hosted by Forum and ActionAid Hellas on the theme Inclusive Volunteering for Global Equality.

In 2020, Forum will reach the end of its current Strategic Plan and embark on a new phase. A new Strategic Plan will be launched at the Forum AGM at IVCO 2020. This new plan will provide direction to Forum's ongoing work to support its members by creating spaces for them to share knowledge and good practice, by framing conversations and debates, and through leading research and advocacy. It will also broaden our network's focus to encompass the breadth of volunteering for development, commit Forum to becoming a truly global network through greater participation from the Global South, and embrace new ways to bring our members together, both online and in person.

Appendix One

Chartered Accountant's Report



O'REGAN & CO.
Chartered Accountants | Statutory Audit Firm

CHARTERED ACCOUNTANTS' REPORT
to International Forum for Volunteering in Development on the unaudited
financial statements for the period ended 31 December 2019

We have completed our review of the financial statements of International Forum for Volunteering in Development for the period ended 31 December 2019 which comprise the Income and Expenditure Statement, the Balance Sheet, the Accounting Policies and the related notes from the accounting records, information and explanations you have given to us.


The Income and Expenditure Statement, the Balance Sheet, the Accounting Policies and the related notes have been completed on the basis set out in the accounting policies.

This report is made solely to you, in accordance with the terms of our engagement. Our work has been undertaken so that we might review the Income and Expenditure Statement, the Balance Sheet, the Accounting Policies and the related notes that we have been engaged to review, report to you that we have done so, and state those matters that we have agreed to state to you in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than International Forum for Volunteering in Development, for our work, or for this report.

We have carried out this engagement in accordance with technical guidance issued by Chartered Accountants Ireland and have complied with the ethical guidance laid down by Chartered Accountants Ireland.

You have approved the Income and Expenditure Statement, the Balance Sheet, the Accounting Policies and the related notes for the financial period to 31 December 2019 and have acknowledged your responsibility for them, for the appropriateness of the accounting basis and for providing all information and explanations necessary for their compilation.

We have not been instructed to carry out an audit or a review of the financial statements of International Forum for Volunteering in Development. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial information.




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Date: 15 April 2020

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Chartered
Accountants
Ireland

Financial Statements

Income and Expenditure Statement

	2019 Actual	2019 Budget	2018 Actual
	€	€	€
INCOME			
Membership fees			
Full existing members	93,635	104,180	53,805
Associate existing members			4,760
New members		6,670	1,320
VGA Fund grants	0	0	24,836
Conference income IVCO surplus	12,113	12,173	43,574
Research	13,977	10,000	12,200
Other income			8,505
TOTAL INCOME	€ 119,725	€ 133,023	€149,000
EXPENDITURE			
Staff salary and admin support	70,790	70,088	68,456
Staff travel (Executive Coordinator)	1,349	1,000	2,512
IVCO support	1,288	3,000	2,041
Research	15,940	4,687	12,200
Board expenses	305	5,000	4,318
Communications	1,492	5,000	2,626
Website & Information	12,437	22,848	16,843
Accounting	819	980	836
Bank charges	1,242	1,600	953
Other	2,540	0	3,625
VGA support	0	0	1,776
VGA Coordinator	9,303	10,649	31,614
TOTAL EXPENDITURE	€ 117,505	€ 124,852	€ 147,800
SURPLUS/(DEFICIT) for year	€ 2,220	€ 8,171	€ 1,200

Research Fund Report for 2019

	€	€
General Research Fund		
Balance of Fund at 1 January 2019		-5,313
Add INCOME		
Norec Research Fund Contribution	8,977	
AVI Research Fund Contribution	5,000	13,977
		8,664
Less EXPENDITURE		
Research Database maintenance - Analyst	466	
IVCO 2019 Papers - Lead author writing fee contributions	2,626	
IVCO 2019 Papers - Lead author IVCO registration fees	2,893	
Cliff Allum - RPPL Day 2019 Report	554	
Jacob Mwathi Mati Inv payment returned - still outstanding	281	
2019 Forum RPPL Group Day (catering and venue)	2,241	
Proof reading and design fees	5,824	
Hivebrite onboarding training fee	484	
Teleconference fees	572	15,940
Balance of Research Fund at 31 December 2019		(€7,276)

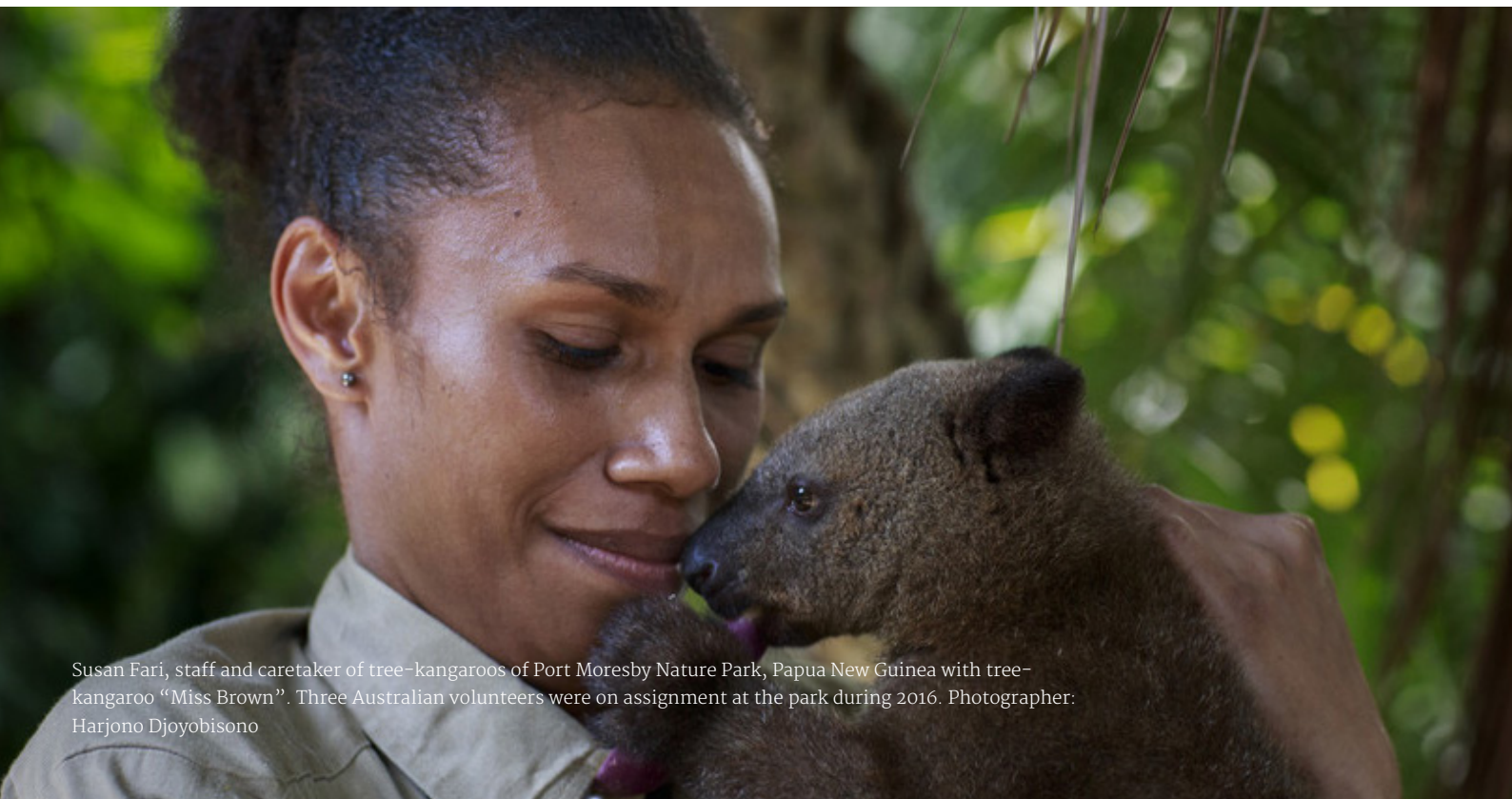
Research Note 1: Research Income and Expenditure is incorporated into the overall Income and Expenditure Statement

Research Note 2: €7,276 is to be accrued as a negative liability in the Balance Sheet as the funds will be carried forward into 2020

VGA Fund Report for 2019

	€	€
VGA Fund		
Balance of Fund at 1 January 2019		10,649
Less EXPENDITURE		
Repayment of VGA Fund Surplus UWW	4,609	
Repayment of VGA Fund Surplus VSO	4,339	
Teleconference fees	355	9,302
Balance of VGA Fund at 31 December 2019		€1,347

VGA Note 1: €1,347 is accrued as a creditor in the Balance Sheet as it will be spent in 2020



Susan Fari, staff and caretaker of tree-kangaroos of Port Moresby Nature Park, Papua New Guinea with tree-kangaroo “Miss Brown”. Three Australian volunteers were on assignment at the park during 2016. Photographer: Harjono Djoyobisono

Statement of Receipts and Payments for 2019

	2019	2018
Opening balance at bank at 1 January 2019	€	€
Bendigo AUS Account (€16,341@.633)	10,344	58,396
Royal Bank of Canada EUR account	8,865	9,031
Royal Bank of Canada CAD account (\$2,917@.654)	1,779	13,436
	€20,988	€80,863
Add total Cash Receipts per accounts	114,640	70,135
less total Cash payments per accounts	130,402	130,010
Total	€5,226	€20,988
Balance at bank at 31 December 2019		
Bendigo AUS Account (€1,760@.621)	1,092	10,344
Royal Bank of Canada EUR account	154	8,865
Royal Bank of Canada CAD account (\$5,920@.672)	3,980	1,779
	€5,226	€20,988

Statement of Assets and Liabilities at 31 December 2019

	2019		2018	
	€	€	€	€
Assets				
There are no fixed assets.				
Current assets comprise:				
Cash at bank as follows:				
Royal bank of Canada EUR	154		8,865	
Royal bank of Canada CAD	3,980		1,779	
Bendigo AUD	1,092	5,226	10,344	20,988
Debtors (note 1)		12,319		7,234
Total current assets		€17,545		€28,222
Current Liabilities (note 2)		4,221		-8,676
Net current assets		€21,766		€ 19,546
Funds at 1 January 2019		19,546		18,346
Surplus/(deficit) for the year		2,220		1,200
Funds at 31 December 2019		€21,766		€19,546

Notes to the Annual Accounts for the year ending 31 December 2019

Note 1: Debtors

	31 Dec 2019	31 Dec 2018
	€	€
HVSF	0	130
Zavod Voluntariat	0	130
International Service	0	1335
To be reimbursed from 2018 IVCO Budget (Salary)	2279	2279
To be reimbursed from 2018 IVCO Budget (Travel)	3360	3360
GIZ - 2019 Membership Fee	6680	0
	€12319	€7234

Note 2: Liabilities

	31 Dec 2019	31 Dec 2018
	€	€
Research fund Balance	-7,276	-5,313
VGA balance to be refunded	1,347	10,649
IVCO 2018 Forum Expenses	0	3,340
Accrued General operating expenses	1,708	0
	€-4,221	€8,676



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