



Department
for Environment
Food & Rural Affairs



Foreign &
Commonwealth
Office



Department
for International
Development



Darwin Plus: Overseas Territories Environment and Climate Fund Project Application Form

Submit by **2359 GMT Monday 29 August 2016**

Please read the [Guidance](#) before completing this form.

Information to be extracted to the database is highlighted blue. Blank cells may render your application ineligible

Basic Data

1. Project Title (max 10 words)	Regional collaboration to achieve sustainable Caribbean fisheries management		
2. UK OT(s) involved	Anguilla, British Virgin Islands (BVI), Turks & Caicos Islands (TCI)	Letter of support from OT government attached?	Yes
3. Start Date:	01/04/2017		
4. End Date:	31/03/2020		
5. Duration of project (no longer than 36 months)	36 months		

Summary of Costs	2017/18	2018/19	2019/20	Total
6. Budget requested from Darwin	£82,583	£73,086	£72,915	£228,584
7. Total value of matched funding	£35,672	£28,724	£31,305	£95,701
8. Total Project Budget (all funders)	£118,255	£101,810	£104,220	£324,285
9. Names of Co-funders	Centre for Environment, Fisheries and Aquaculture Science (Cefas) Government of Anguilla, Government of the Virgin Islands, Government of the Turks and Caicos Islands (monetary contribution not quantified)			

10. Name, address and contact details of lead applicant organisation (responsible for delivering outputs, reporting and managing funds)*	Cefas Pakefield Road Lowestoft Suffolk NR33 0HT United Kingdom
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* Notification of results will be by email to the Project Leader named in Question 12

11. Type of organisation of Lead applicant. Place an x in the relevant box.								
OT GOVT	UK GOVT	X	UK NGO	Local NGO	International NGO	Commercial Company	Other (e.g. Academic)	

12. Partners in project. Please provide details of the partners in this project and provide a CV for the individuals listed. You may copy and paste this table if necessary

Details	Project Leader	Project Partner 1	Project Partner 2
Surname	Leocadio	Gumbs	Penn
Forename(s)	Ana	Kafi	Kelvin
Post held	Senior Shellfish Scientist	Director (DFMR)	Chief Conservation & Fisheries Officer (CFD)
Institution (if different to above)	Cefas	Government of Anguilla	Government of the Virgin Islands
Department	Fisheries & Ecosystem Division	Department of Fisheries and Marine Resources (DFMR)	Conservation & Fisheries Department (CFD)
Telephone/Skype			
Email			

Details	Project Partner 3
Surname	Claydon
Forename(s)	John
Post held	Director (DECR)
Institution (if different to above)	Turks & Caicos Islands Government
Department	Department of Environment & Coastal Resources (DECR)
Telephone/Skype	
Email	

13. Has your organisation been awarded Darwin Initiative funding before (for the purposes of this question, being a partner does not count)? If yes, please provide details of the most recent awards (up to 6 examples).

Reference No	Project Leader	Title
DPLUS026	Koen Vanstaen	British Virgin Islands MPA and hydrographic survey capacity building
DPLUS045	Koen Vanstaen	Mapping Anguilla's 'Blue Belt' Ecosystem Services
EIDPR163	Joanna Murray	Assessing the marine ornamental fishery in the Philippines

14. If your answer to Q13 was No, provide details of 3 contracts previously held by your institution that demonstrate your credibility as an implementing organisation. These contracts should have been held in the last 5 years and be of a similar size to the grant requested in this application. (If your answer to Q13 was Yes, you may delete these boxes, but please leave Q14)

15. Key Project personnel

Please identify the key project personnel on this project, their role and what % of their time they will be working on the project. Please provide 1 page CVs for these staff, or a 1 page job description or Terms of Reference for roles yet to be filled. Please include more rows where necessary.

Name (First name, surname)	Role	Organisation	% time on project	1 page CV or job description attached?
Ana Leocadio	Project Leader	Cefas	32%	Yes
Dr. Ewen Bell	Senior Fisheries Advisor	Cefas	4%	Yes
Koen Vanstaen	Project Advisor – Use existing network to oversee efficient project implementation	Cefas	1%	Yes
TBC	Survey assistant – to be selected from Cefas' pool of experienced survey staff	Cefas	4%	Yes*
TBC	Stock assessment specialist – to be selected from Cefas' pool of experienced stock assessment staff	Cefas	23%	Yes*
Kafi Gumbs	Anguilla Lead	DFMR, Anguilla	20%	Yes
Stuart Wynne	Fishery Officer - liaise with fishermen; participate in training and fieldwork; perform fisheries assessment and research.	DFMR, Anguilla	10%	Yes
Kelvin Penn	BVI Lead	CFD, BVI	5%	Yes
Abbi Christopher	Policy Officer – liaise with fishermen; participate in training; inform management plan.	Ministry of Natural Resource & Labour, BVI	10%	Yes**
Ken Pemberton	Fishery Officer – liaise with fishermen; coordinate data collection programme; participate in training; undertake quantitative analysis for fisheries management.	CFD, BVI	15%	Yes**
John Claydon	TCI Lead	DECR, TCI	10%	Yes
TBC	Fishery officer - liaise with fishermen; participate in training; undertake quantitative analysis for fisheries management.	DECR, TCI	15%	Yes**

*: See Job Roles document p1 ** see Job Roles document p2

Project Details

16. Project Outcome Statement: Describe what the project aims to achieve and what will change as a result. (30 words max). You can copy and paste from Q26.

Fisheries managers and fishers in three Caribbean UKOTs have the skills, knowledge, data and tools to achieve sustainable management and exploitation of their commercially important fisheries.

17. Background: (What is the current situation and the problem that the project will address? How will it address this problem? What key OT Government priorities and themes will it address? (200 words max)

Caribbean UKOTs possess rich marine environments with significant resources. Fisheries comprise a significant component of the resources and often local economies, and consequently recent Joint Ministerial Council (JMC) communiqués recognised the need for policies to support sustainable fisheries, and the UKOT Biodiversity Strategy identified “*Conservation and Sustainable Use of the Marine Environment*” as a priority.

In Anguilla, BVI and TCI conch and spiny lobster are commercially the most important species and concerns have been raised that nearshore resources are diminishing (e.g. Anguilla Fisheries Development Plan, 2015). The lack of fisheries data and science capacity, and effective legislation and enforcement, have been identified as barriers to achieve sustainable exploitation. While in all three UKOTs there is Government support for sustainable exploitation, the lack of capacity and evidence to inform decision making, and each UKOT addressing the challenge in isolation, has hampered progress to date.

This project will address the above by building local capacity, strengthen regional collaboration and harmonisation of management approaches. The project will focus on a different aspect of fisheries management in each UKOT, but will engage all three UKOTs in the work, sharing knowledge and experience to strengthen resource management and good environmental decision-making in all territories.

18. Methodology: Describe the methods and approach you will use to achieve your intended outcomes and impact. Provide information on how you will undertake the work (materials and methods) and how you will manage the work (roles and responsibilities, project management tools etc). Give details of any innovative techniques or methods. (500 words max)

This project is broken down in four main outputs. Each of the first three outputs will focus on one UKOT, based on the priorities identified by the UKOTs themselves, but involve all three territories to share knowledge and experience.

1. Data and evidence collection (focus: Anguilla)

The data collected in the three UKOTs varies significantly. Routine scientific monitoring is mostly absent for the species considered in this project. Some one-off surveys have recently been undertaken in Anguilla and TCI to assess conch stocks. In BVI and TCI data collection for both species is performed via logbooks and fish processor records respectively, but the results are not used to inform management. To address these issues:

Anguilla: a quantitative survey of spiny lobster resources, using underwater camera equipment and adapted International Council for the Exploration of the Sea (ICES) methods, will be undertaken in the Anguilla Banks area. A statistically robust methodology will be published for use by other territories.

BVI: the fisher logbook and landings data will be reviewed and the data collection programmes optimised to meet management needs. Mechanisms for communicating data results between Government and fishers will be implemented. In addition, a fishing community led data collection programme will be implemented for the Horseshoe Reef Fisheries Protected Area (FPA).

2. Data analysis and assessment (focus: BVI)

Local capacity to analyse the available fisheries data and stock assessments for both species are absent in all three UKOTs and will be addressed.

BVI: the fisheries logbook database will be used to study trends and develop basic indicators using the proven ICES “data limited” approaches used in Western Europe. An assessment of the status of both stocks will be made.

Anguilla & TCI: Using the BVI methodology, an assessment of stock status will be made using the results of the data gathered under Output 1 or existing data from processing plants (TCI).

3. Sustainable exploitation and management (focus: TCI)

This Output will focus on making best use of data to inform management. Existing fisheries management policies will be reviewed and new species management plans and policy recommendation developed for TCI. Recommendations will focus both on exploitation opportunities & management structures, as well as measures to reduce potential overexploitation, including Illegal, unreported and unregulated (IUU) fishing. In BVI, a co-management Fisheries Management Council will be established for the Horseshoe Reef FPA and a fisheries management plan will be developed.

4. Fisheries science & management capacity building and collaboration

The activities above will be complemented with training workshops, one in each UKOT. Each workshop will involve government and fisher representation from all three UKOTs to facilitate (1) development of regional collaboration and approaches, and (2) government / fisher interaction and collaboration. The latter is vital to ensure buy-in from fishers to ultimately support voluntary uptake of sustainable management measures in countries where government capacity to enforce is limited. UKOT government staff training visits to Cefas in the UK will also be used to further build capacity within respective fisheries departments.

19. How does this project:

- a) Deliver against the priority issues identified in the assessment criteria
 - b) Demonstrate technical excellence in its delivery
 - c) Demonstrate a clear pathway to impact in the OT(s)
- (500 words max)

Delivery against priority issues

This project primarily addresses the following Darwin Plus Priorities for Round 5:

- Promoting sustainable fisheries within the UKOTs, including the development of sustainable management plans and development of the fisheries sector;
- Developing data systems on biodiversity (and human activities affecting biodiversity) to help develop policies and management plans (including baseline survey and subsequent monitoring).

The project also meets priorities as identified by the UKOT Governments (and wider JMC Communiqués, see Section 17). It will contribute towards several long term objectives for conch and spiny lobster identified within the Anguilla Fisheries Development Plan 2015-2025 and its overall aim of achieving sustainable exploitation. For BVI, the data will contribute towards the development of the Fisheries Policy and Management Plan in 2017. In TCI this work will contribute towards the DECR Department's goal to "promote wise utilization and sustainable management of fisheries resources with all stakeholders".

In view of the above UKOT Government staff have defined the scope of the work, as the work had been identified as a key environmental priority within the respective UKOT. The backing of government departments, as evidenced in the letters of support, demonstrates a clear commitment and implementation path. Once completed the project will have embedded a regional approach to evidenced based fisheries management decision making at government level with associated buy in from fishermen.

Technical excellence

The scope of this project has been driven by UKOT Government fisheries departments, through Cefas's discussions which started long before the Darwin Plus Round 5 call came out. The project outcome and

outputs have been developed through discussion with UKOT representatives, and activities to meet the requirements have been developed with Cefas fisheries management experts. Through iterations and revisions to the proposal we have ensured that project outputs are achievable and will be practical for local staff to implement, whilst at the same time be of the required quality to meet fisheries management requirements. The Monitoring and Evaluation plan presented in Sections 29 and 31 discusses how this project represents excellent value for money.

Impact

UKOTs governments are keen to partner with Cefas on this project, recognising the international reputation of Cefas in terms of fisheries science and management. Cefas has an excellent track record providing fisheries advice to UKOTs. For example, Cefas provides all fisheries advice and scientific support to the South Georgia and South Sandwich Islands Government and FCO in relation to Southern Ocean fisheries. Cefas has also provided fisheries advice to the Ascension Island Government and Government of Anguilla. Cefas has a specialised team of shellfish scientists who provide advice to UK Government to support quota negotiations at the international level.

Using our experience of running previous Darwin Plus projects, this proposal has been developed to maximise the legacy of the work after funding is finished. We have ensured a truly collaborative approach, with numerous knowledge exchange opportunities for all stakeholders (including fishers) and the implementation of works will rely on the local context, rather than a transfer of approaches from the UK.

20. Who are the **stakeholders** for this project and how have they been consulted (include local or host government support/engagement where relevant)? Briefly describe what support they will provide and how the project will engage with them. (250 words max)

Anguilla

Department of Fisheries & Marine Resources (DFMR)

Cefas recently completed a desk-study for DFMR, funded by FCO, and has developed a good understanding of DFMR requirements. DFMR will support delivery of activities in Anguilla such as the Anguilla Banks survey.

BVI

Ministry of Natural Resources and Labour (MNRL)

MNRL is responsible for setting Government fisheries policy and overseeing the work of the CFD. MNRL will facilitate meetings with wider stakeholders, advise on practical implementation options for project recommendations and act as BVI project advisor.

Conservation and Fisheries Department (CFD)

CFD staff will be the key beneficiaries of the capacity building through this project. CFD holds the existing logbook database and staff will work closely with Cefas staff to support project work.

TCI

Department of Environmental and Coastal Resources (DECR)

Cefas started discussions with DECR in June 2016 and DECR provided feedback during the development of the proposal. DECR will support delivery of activities in TCI and DECR staff will be trained as part of the project.

All UKOTs

Governor's Office

Discussions were held in the last 6 months with representatives from Governor's Offices in Anguilla, BVI and TCI, including this potential fishery focussed Darwin Plus project.

Fishing industry

A nominated representative from the fishing industry will be engaged in this project through local meetings and the participation in workshops. Engagement with the fishing industry has already taken place in BVI who were supportive of the outline plan shared in June 2016.

21. Institutional Capacity: Describe the implementing organisation's capacity (and that of partner organisations where relevant) to deliver the project.

(500 words max)

Cefas

Cefas is internationally renowned for delivering applied marine science solutions based on high quality science to conserve and enhance the aquatic/terrestrial environment and promote sustainable management of natural resources. It has a range of resources and wide breadth of expertise with a highly diverse workforce of over 500 staff with international experience backed by over 100 years of organisational experience.

Cefas directly supports delivery of UK fisheries managers' key priorities throughout the European and North Atlantic management systems. Internationally Cefas is regularly commissioned by fishery management bodies to conduct research to inform decisions globally. Cefas have completed numerous projects working with fisheries stakeholders, recognising the importance of fishers' buy-in to achieve successful outcomes.

Cefas's dedicated shellfish team provides data collection and advice for the management of shellfish stocks. Expertise includes shellfish biology, stock assessment and management advice including representation in international fora. Management advice on shellfisheries is supported by excellent assessment and modelling skills.

Cefas was project leader for the successfully completed DPLUS026 and ongoing DPLUS045 projects.

Anguilla

DFMR's mission is to manage and regulate the use of Anguilla's fisheries and marine resources, in a sustainable manner, for maximum economic and recreational benefit for the people of Anguilla. DFMR undertakes programmes to support Anguilla's economic, ecological, and scientific interests in oceans surrounding Anguilla and its inland waters while providing for the conservation, development, and sustained economic development of fisheries resources. Principal DFMR work activities include fisheries, coastal resources and marine parks management. With a staff complement of nine, all field staff have been trained in various disciplines including fish catch data collection, beach monitoring and coastal ecosystem habitat monitoring.

BVI

MNRL is responsible for the effective management of the natural resources of BVI. MNRL envisions sound stewardship of our natural resources by implementing a legal framework that fosters environmentally-friendly management practices in a manner that ensures long term sustainability. CFD is responsible for all aspects of natural resources management and is divided into five functional divisions each focusing on a particular aspect. The department envisions an environment that is well managed, protected and preserved to maintain the unique ecological features and natural beauty of BVI, through a legal framework that promotes the rational, efficient and sustainable utilization of these resources in harmony with economic development, indigenous culture and recreation. Moreover, it seeks to ensure that the fishing industry and the resource base on which they depend are managed in a sustainable manner for the greatest possible benefit of the people of BVI.

TCI

The Department of Environment and Coastal Resources (DECR) is mandated to ensure the sustainable use of the natural resources of the Turks and Caicos Islands and to protect and promote biodiversity and economic prosperity through a sustainable fisheries industry, environmentally sustainable development, a Protected Areas system and improved Maritime Affairs. Comprised of a small team with limited marine or fisheries expertise, DECR will support the project by providing access to existing data and enhance the Department's staff skills.

APPLICANTS SEEKING £100,000 OR OVER CAN PROCEED TO QUESTION 26

APPLICANTS SEEKING LESS THAN £100,000 ARE NOT REQUIRED TO COMPLETE THE LOGICAL FRAMEWORK AT QUESTION 26 HOWEVER YOU MAY FIND IT A USEFUL EXERCISE TO HELP YOU STRENGTHEN YOUR PROJECT

26. LOGICAL FRAMEWORK

Darwin Plus projects will be required to report against their progress towards their expected outputs and outcome if funded. This section sets out the expected outputs and outcome of your project, how you expect to measure progress against these and how we can verify this.

Project summary	Measurable Indicators	Means of verification	Important Assumptions
<p>Impact: Conch and spiny lobster fisheries in Anguilla, BVI and TCI are well-managed and exploited sustainably, supporting a healthy marine environment, food security, national economies and livelihoods for coastal communities.</p> <p>(Max 30 words)</p>			
<p>Outcome:</p> <p>(Max 30 words)</p> <p>Fisheries managers and fishers in three Caribbean UKOTs have the skills, knowledge, data and tools to inform sustainable management and exploitation of their commercially important fisheries.</p>	<p>a) Fisheries managers and fishers' representatives from each of the three Caribbean UKOTs have significantly enhanced their skills and knowledge by participating in four training and knowledge exchange workshops. From a position of limited fisheries stock assessment capacity within governments, a minimum of one fisheries department staff member from each UKOT will be able to independently perform stock assessment by the end of the project.</p> <p>b) A baseline assessment (currently not existing) of the status of the two key commercial species (conch and spiny lobster) are produced to inform management plans in each UKOT.</p> <p>c) Data collection and reporting procedures will be improved, drawing on best practice from existing programmes, ICES and</p>	<p>a) Signed training attendance records for all workshops recording participants. Cefas will provide a fisheries dataset, a member of fisheries department staff from each UKOT will perform stock assessment; Cefas will certify successful completion.</p> <p>b) Reports available for each species in each UKOT. ICES methods will be referenced within each report.</p> <p>c) Maturity Questionnaire for each UKOT scoring data collection, analysis and management status will be developed and</p>	<p>Fisheries remain viable and have not been impacted by external factors.</p> <p>Governments remain committed to securing sustainable fisheries and healthy ecosystems.</p>

	Northwest Atlantic Fisheries Organization (NAFO) processes, to develop and inform future management. Improvements in fisheries data collection, analysis and management will be evident for all UKOTs.	completed by UKOTs. By the end of the project each area will show an increased score.	
<p>Outputs:</p> <p>1. Data Collection</p> <p>Implement new or improve existing conch and spiny lobster fisheries data collection approaches in all three UKOTs</p>	<p>BVI</p> <p>a) Two fisheries stock status indicators (one for conch, one for spiny lobster) are developed using existing logbook records (completed Year 1).</p> <p>b) Revisions to existing logbook reporting systems following the outputs of a) (completed Year 1).</p> <p>c) Logbook data are currently submitted by fishers but they do not receive feedback. A feedback mechanism will be developed to enable fishers to be kept informed about status and trends in commercial fish stocks (completed Year 1).</p> <p>d) Horseshoe Reef Fisheries Protected Areas collaborative species monitoring survey will be designed (completed Year 1) and undertaken at least twice.</p> <p>Anguilla</p> <p>e) Deliver a three-week field survey in Anguilla to collect baseline spiny lobster data to inform assessment for the Anguilla Bank area (completed Year 1).</p> <p>f) All video data reviewed and reported.</p>	<p>a) Documentation showing developed indicators is available.</p> <p>b) New logbook reporting protocol is available.</p> <p>c) Annual fisheries statistics reported at Fisheries Advisory Council</p> <p>d) Methodology document available. Survey reports available</p> <p>e) Field survey report available.</p> <p>f) Data spreadsheet</p>	<p>Fishers will support data collection programmes.</p> <p>Field surveys can be undertaken and are not hampered by equipment failure or natural disasters.</p> <p>Permission is obtained from Government to share fisheries statistics data freely.</p> <p>Fisheries Advisory Council set up completed.</p> <p>Logbook database contains sufficient data to develop meaningful indicators.</p>

	<u>TCI</u> g) Collate fish processor statistics (completed Year 1).	g) Dataset available.	
2. Data Assessment The stock status of conch and spiny lobster fisheries in each UKOT are assessed to inform the potential nature of sustainable management measures.	<u>All UKOTs</u> a) Conch and spiny lobster species stock status reports are produced for each UKOT using existing or new data gathered under Output 1 (completed Year 2). b) Produce stock assessment toolkit for these fisheries based on ICES “data limited” approaches (completed Year 2). Realising that it will not always be possible to collect extensive new datasets, different approaches will be supported based on: collection of new field survey data by fisheries departments or fishers; logbook data; landings data.	a) Reports submitted to the Governments. Evidence of data collected under Output 1 is used in stock status assessments. b) Methodology reports produced.	Available data support assessment of stock status. Available data are robust enough for assessment purposes. IT equipment and facilities are available in OTs to perform assessments.
3. Sustainable Management A generic conch and spiny lobster management plan relevant to all three UKOTs is developed and customised, using best available evidence, for one UKOT. Increased desire from fishermen to adhere to the management plans and stronger regional collaboration in fisheries management between the three UKOTs is evident.	<u>All UKOTs</u> a) Fisheries management policies and practices reviewed to inform best practice management plan (>10) (completed Year 3) b) Ten relevant fisheries datasets have been sourced or reviewed (completed Year 1) c) Best practice recommendations for the management of conch and spiny lobster fisheries in each UKOT are made, two for each UKOT (completed Year 3) <u>TCI</u> d) Regionally adaptable management plans for both species. Using data collected	a) “UKOT Fisheries Management Review” report produced. b) See a). c) See a). d) Draft conch and spiny lobster management plans developed for TCI in collaboration with the	Existing documentation and data can be shared with the Cefas project team. Gaps in current fisheries management policies exist allowing recommendations to be made. UKOT fisheries departments have the resource and maintain government support to develop fisheries management plans. BVI Government is able to facilitate setting up a Fisheries Management Council for one of the FPAs. UKOT Governments remain committed to the sustainable exploitation of marine

	<p>and analysed, develop detailed draft species management plans for TCI (completed Year 3).</p> <p><u>BVI</u></p> <p>e) Fisheries Management Council (FMC) established for the Horseshoe Reef FPA with members from Government and fisheries sector (completed Year 1).</p> <p>f) Management plan developed and agreed with stakeholders for implementation (completed Year 3).</p>	<p>fisheries department.</p> <p>e) Terms of reference of the FMC.</p> <p>f) Management plan produced and agreed by FMC.</p>	<p>resources.</p> <p>Fishers buy-in to the sustainable management plans.</p>
<p>4. Capacity Building & Collaboration</p> <p>Training and knowledge exchange initiatives and collaborative working opportunities for UKOT fisheries scientists, managers and fishers.</p>	<p><u>All UKOTs</u></p> <p>a) Three, 3-day knowledge exchange and sharing workshops (two in Year 2, one in Year 3). Two fisheries scientists or managers plus one fishing industry representative from each UKOT will participate in each workshop. Each workshop will stimulate regional cooperation, knowledge exchange and fisher/government collaboration (completion Year 3).</p> <p>b) One government staff member from each UKOT visits Cefas, UK, to undertake knowledge exchange activities for a minimum of 2 working weeks, working alongside Cefas fisheries managers and participating in statutory fisheries surveys (completion Year 3).</p>	<p>a) Workshop agendas, attendance records and minutes.</p> <p>b) Boarding passes and visit reports.</p>	<p>Suitable dates can be found for all UKOT staff to attend workshops.</p> <p>Fishery officers and fishers actively participate in training courses.</p>

Activities (each activity is numbered according to the output that it will contribute towards, for example 1.1, 1.2 and 1.3 are contributing to Output 1)

1. Data Collection

- 1.1. Cefas visits to Anguilla, BVI and TCI (one working week per UKOT) at project commencement to gather existing fisheries data, identify fisheries management policies and practices, meet with fisheries managers and fishers to thoroughly communicate expected project outcome, outputs, activities and monitoring & evaluation plan.
- 1.2. Existing data (logbook, landings, observer, scientific, etc.) in all three UKOTs are collated and assessed for their suitability to assess conch or spiny lobster stock status.
- 1.3. Develop and issue Maturity Model questionnaire to fisheries departments (topics covered will include status of fisheries data collection, assessment and management along with capacity within government fisheries departments). Monitor project progress against questionnaire at end of year 2 and 3.
- 1.4. Review extensive logbook holdings in the BVI and where possible develop analysis routines to inform fisheries management.
- 1.5. Report basic trends derived from BVI logbook reporting with fishers to demonstrate the value of the data collected.
- 1.6. Develop sustainability indicators based on logbook data to inform BVI fisheries management.
- 1.7. Revise existing protocols for data collected through logbooks and landings reporting. Collaborate with fisheries managers, fishers and BVI Fishery Advisory Committee to develop an effective data collection programme.
- 1.8. Assist the implementation of the new data collection programme in BVI and data reporting to fishers via Government website. Assess the effectiveness of the new data collection programme and reporting system.
- 1.9. Trial community led rapid species status survey in the Horseshoe Reef FPA, BVI.
- 1.10. Analyse trends in BVI species status based on the rapid assessment methodology.
- 1.11. Cefas / Anguilla fisheries department staff jointly plan and undertake 3-week video survey to inform a lobster stock status assessment in the Anguilla Banks area. Implement methodology which can be repeated by local staff over time, and shared with other UKOTs.
- 1.12. Set up interview surveys in Anguilla to reconstruct fishery history.
- 1.13. Collate and rationalise fish processor datasets from TCI.

2. Data Assessment

- 2.1. Apply data analysis routines to existing datasets to describe historic trends in conch and spiny lobster stocks over time.
- 2.2. Analyse recently collected conch survey data from Anguilla and TCI to inform current fishery status.
- 2.3. Analyse video data collected from the Anguilla Banks areas and develop analysis routines for local officers, which can be shared with other UKOTs.
- 2.4. Assess sustainability of existing conch and spiny lobster exploitation levels. Implement analysis and assessment routines to inform local decision making.
- 2.5. Produce stock assessment toolkits for both species in all three UKOTs. This will draw on the ICES approach for Data Limited Stocks, tailored to the data streams available in the UKOTs and will comprise a report and some software examples.
- 2.6. Produce stock status reports for both species in all three UKOTs.

3. Sustainable Management

- 3.1. Assess the strengths and weaknesses of existing fisheries management approaches in each UKOT.
- 3.2. Using a collaborative approach, involving fisheries managers and fishers, recommended management options based on best practice identified in other UKOTs (or

beyond).

- 3.3. Using the outcomes of the wider project, the relevant government fisheries departments will collaborate to develop a generic conch and spiny lobster fishery management plan, which can be built upon and refined to meet local management needs. A locally specific management plan will be developed for TCI.
- 3.4. Draft TCI species management plans and recommendations presented to Government.
- 3.5. Encourage fishers to adopt responsible fishing practices (Year 3) – meet with fisheries representatives through the workshops – include responsible fishing practices on the agenda, advise of responsible fishing schemes and benefits to encourage uptake.
- 3.6. Assist BVI with the implementation of a Fisheries Management Council to oversee co-management of an established Fisheries Protected Area.
- 3.7. Community workshop to agree spatial, temporal, gear or species restrictions to minimise fishing impacts within the Fisheries Protected Area.
- 3.8. Using data collected assess the effectiveness of the management measures implemented by the Fisheries Management Council
- 3.9. Share co-management experiences with other UKOTs through workshops (see Output 4).
- 3.10. Cefas visits to Anguilla, BVI and TCI (one working week per UKOT) towards end of project to support project outcomes implementation and legacy.

4. Capacity Building & Collaboration

- 4.1. Deliver three 3-day training workshops, one hosted in each UKOT, involving at least two fisheries managers and one fisher representative from each UKOT. Workshop content will be developed and delivered as follows: (1) training on data collection methods (fieldwork and logbook/landings) (hosted in Anguilla), (2) training on the analysis of any available data to assess stock status (hosted in BVI), and (3) training on using the available evidence base to inform fisheries management plans and policy (hosted in TCI). Results from Activities under Outputs 1 to 3 above will be communicated at the relevant workshop.
- 4.2. Gather feedback after each workshop to inform the organisation of the next workshop to maximise effectiveness of the training.
- 4.3. Plan UK-based knowledge exchange activities, involving one government staff member from each UKOT visiting Cefas, UK, to undertake knowledge exchange for a minimum of 2 working weeks, including participation in vessel based fisheries stock assessment surveys and subsequent data analysis. It is anticipated that the annual *Nephrops* survey will be most appropriate for this purposes, as the approach will be most similar to those applied for conch and spiny lobster. Identify with senior fisheries managers in each UKOT the most appropriate person to participate in UK-based knowledge exchange activities.
- 4.4. Develop regional network of fisheries managers.

27. Sustainability: How will the project ensure benefits are sustained after the project has come to a close? If the project requires ongoing maintenance or monitoring, who will do this? (200 words max)

Cefas have widely consulted UKOT stakeholders in the preparation of this proposal. The outcome will support UKOT and UK Government's vision for achieving sustainable management and exploitation of UKOT marine resources.

The project will collect new data and the methodology used will be embedded with the local partners ensuring they will have the capacity to repeat these surveys in future. New community-led data collection will be initiated using methods and tools available to UKOT stakeholders beyond the project lifetime. Fisheries stock assessment training will be provided to inform future management. All training will be delivered through hands-on workshops and collaborative activities, using locally sourced data. This project will leave a legacy of well-trained and informed staff and fishers, along with data collection and assessment systems, new datasets and a regional support network for fisheries managers as they tackle future challenges.

In addition to the above, the project will develop species-specific management plans that will inform government and fishers of future management needs, providing a road map to achieve the shared vision of sustainable management and exploitation.

Cefas is committed to continue supporting UKOT Governments beyond the grant lifetime, as demonstrated by DPLUS026 which sees continued engagement with the BVI Government.

28. Open access: All outputs from Darwin Plus projects should be made available on-line and free to users whenever possible. Please outline how you will achieve this. (200 words max)

As an Executive Agency of Defra, Cefas complies with UK Government requirements to make all data available for re-use. Cefas has an internal data management system which publishes data directly on its Open Access Cefas Data Hub (<https://www.cefas.co.uk/cefas-data-hub/>). From there data are distributed to UK Data Archive Centres (DAC) for marine data established by the Marine Environmental Data and information Network (MEDIN). Data supplied to DACs are often picked up by global data centres such as GBIF, thereby increasing the visibility of the data. All data collected as part of this project will be shared with the project partners and their Governments.

Cefas always strives to publish its work in peer reviewed journals and are committed, in line with UK Government expectations, to publish these articles as Open-Access so that anyone can view the work without the need of a subscription or paying a fee.

As per our previous Darwin Plus projects, we will always seek opportunities to promote our Darwin Plus work, whether through social media, conference presentations, press releases, Ministerial or high-profile meetings.

29. Monitoring & Evaluation:

Describe, referring to the Indicators above, how the progress of the project will be monitored and evaluated, making reference to who is responsible for the project's M&E. Darwin Initiative projects are expected to be adaptive and you should detail how the monitoring and evaluation will feed into the delivery of the project including its management. M&E is expected to be built into the project and not an 'add' on. It is as important to measure for negative impacts as it is for positive impact. (Max 500 words)

To ensure the effective management of projects and project funding, Cefas maintains a pool of qualified project managers, who operate in accordance with Cefas's ISO 9001 certified quality management system. The project manager will support the Principal Investigator (PI; Project Leader) by holding monthly reviews to monitor progress. The above list of Indicators and Means of Verification will be transferred to a spreadsheet, which will form part of a monthly checklist that will be completed by the project manager to track progress against milestone delivery, budget and quality. This information will also be communicated to all UKOT stakeholders by the PI, who will have responsibility for all stakeholder communications. The Maturity Model Questionnaire issued to UKOTs at the start of the project will be completed at the end of Year 2 and 3 to monitor progress through the project. A customised Management Information System will be used by the project manager to monitor project finances and resources. The project manager will also review resource availability and will maintain a risk register which will be reviewed on a monthly basis. The PI will have responsibility for the day-to-day delivery by the project team and the quality of the project outputs. The project will have a nominated Project Sponsor (Senior Fisheries Advisor), who will be internally accountable for the delivery of the project through in-life monitoring and review to final completion. The project leader will submit 6-monthly progress reports, reviewed and approved by the Project Sponsor prior to submission to the Darwin Administrators.

Where the monthly reviews identify new or increased risks to the project in terms of delivery, budget or resourcing, the project manager and PI will explore options to revise the project plan to achieve the best outcome for the project. Any minor changes, primarily of an internal nature, will require approval from the Project Sponsor. Any significant variations of the project plan in terms of delivery or budget, will be addressed through a "Contract Variation Request" submitted to Darwin Administrators.

A project steering group will be formed to oversee progress and evaluate impact of the project. The project steering group will be made up of heads of department from each UKOT. Meeting minutes detailing progress and impact as assessed by the project steering group (through the Maturity Model) will be produced and made available as part of the final report. Steering Group meetings will be held at least annually. A significant part of this project will be capacity building for UKOT staff. Following each training or knowledge exchange event, participants will be asked to complete an evaluation form, which will aim to make future events even more effective.

Number of days planned for M&E	63
Total project budget for M&E	£23,059
Percentage of total project budget set aside for M&E	10.09%

30. Financial controls: Please demonstrate your capacity to manage the level of funds you are requesting. (Who is responsible for managing the funds? What experience do they have? What arrangements are in place for auditing expenditure?)

Cefas has a wide portfolio of projects (over 400 at any time) ranging in value from several thousands to several millions of British Pounds. To ensure that the resources of the project are utilised in the best possible way, only certain members of staff within Cefas have authority to approve expenditure. Extensive financials procedures and controls are in place. An Audit Committee (AC), a formally constituted committee of the Cefas Management Board (CMB) considers and provides advice on: the establishment and maintenance of an effective system of internal control and risk management, oversees the appointment and effective operation of internal audit, enhances the effectiveness of the relationship with external audit and reviews the annual financial statements. Cefas receives regular

reports by internal audit to government audit standards which includes the Head of Internal Audit's independent opinion on the adequacy and effectiveness of the agency's system of governance, internal control and the system for risk management, together with recommendations for improvements. Each project is assessed for its risk level, partly defined by the value of the project, and a project manager with the authority to manage such risk will be nominated. The project manager will be responsible for managing the project funds. All project expenditure will be approved by the Project Sponsor or a member of the Cefas Senior Management Team (depending on its value). A purpose build Management Information System is available to manage and audit expenditure.

As an Executive Agency of Defra, Cefas is subject to Government Spending Controls as set out in the Cabinet Office Controls guidance document (<https://www.gov.uk/government/publications/cabinet-office-controls/cabinet-office-controls-guidance-version-40>). All sub-contract expenditure over £10k will be reviewed and approved by the Senior Management Team. All goods and services will be procured in a fair and open manner. The external, independent audit will be undertaken by LEES Accountants.

Please complete the separate Excel spreadsheet which provides the Budget for this application. Some of the questions earlier and below refer to the information in this spreadsheet. If you are requesting over £100,000 from Darwin Plus, you must complete the full spreadsheet.

31. Value for Money

Please explain how you worked out your budget and how you will provide value for money through managing a cost effective and efficient project. You should also discuss any significant assumptions you have made when working out your budget. (200 words max)

The budget for this project has been built based on Cefas's experience working with the UKOTs and Small Island Developing States (SIDS) on capacity building projects. We will be able to build on this experience to deliver the work and training in a cost effective manner, delivering good value for money.

Cefas is well versed in the cost effective and efficient delivery of projects and programmes. With a significant amount of travel involved in this project, between the UK and the UKOTs, as well as between the UKOTs, all journeys will be completed in economy class and best value fares will be selected on all journeys. All other travel expenditure will be selected to deliver value for money and follow Cefas policy to stay below FCO Worldwide Subsistence Rates.

All survey equipment used as part of this project will be made available at no cost to the project (an in kind contribution of around £5,000).

All UKOT staff time is provided in-kind to the project, demonstrating the commitment of the UKOT Governments to this project. No valuation of this cost has been provided to include in the budget worksheet.

GBP-USD exchange rate of 1:1.32 was used in the budget spreadsheet.

32. Provide a project implementation timetable that shows the key milestones in project activities. Complete the following table as appropriate to describe the intended workplan for your project

Please add/remove columns to reflect the length of your project. For each activity (add/remove rows as appropriate) indicate the number of quarters it will last, and shade only the quarters in which an activity will be carried out. The workplan can span multiple pages if necessary.

Activity		No. of months	Year 1				Year 2				Year 3			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Output 1	Data collection													
1.1	Existing fisheries data and policies gathering in all UKOTs	6	■	■										
1.2	Data rationalisation for all UKOTs	6			■	■								
1.3	Develop Maturity Model for all UKOTs	1			■									
1.4	Review BVI logbook holdings, develop analysis routines	2		■										
1.5	BVI logbook trends reporting	1			■									
1.6	BVI logbook derived fisheries status indicators	1				■								
1.7	Revise BVI logbook data collection programme	1				■								
1.8	Implementation of the BVI data collection programme	1					■							
1.9	Assess the effectiveness of the new BVI data collection programme	1								■				
1.10	Trial community led rapid species status survey in the Horseshoe Reef FPA	1		■	■									
1.11	Analyse Horseshoe Reef data trends	2									■			
1.12	Fisheries survey in Anguilla	2		■	■									
1.13	Collate and rationalise fish processor datasets from TCI	2	■											
Output 2	Data assessment													
2.1	Apply data analysis routines to describe historic stock trends	2					■							
2.2	Analyse data from existing Anguilla and TCI surveys	4					■	■						
2.3	Analyse video data collected from the Anguilla Banks	3						■	■					
2.4	Assess sustainability of TCI conch and spiny lobster exploitation levels	4							■	■				
2.5	Produce stock assessment toolkits for both species in all three UKOTs	4								■	■			

Activity	No. of months	Year 1				Year 2				Year 3			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
2.6	Produce stock status reports for both species in all three UKOTs	3											
Output 3	Sustainable management												
3.1	Assess the strengths and weaknesses of existing fisheries management approaches in each UKOT	2											
3.2	Recommended management options based on best practice identified in other UKOTs or relevant countries	2											
3.3	Develop generic conch and spiny lobster fishery management plans, and customised in-depth plans for TCI using best available evidence.	6											
3.4	Fisheries management plans and recommendations presented to Government of each UKOT	1											
3.5	Encourage fishers in all UKOTs to develop responsible fishing practices	2											
3.6	Assist BVI with the implementation of a Fisheries Management Council	2											
3.7	Community workshop in BVI to agree restrictions to minimise fishing impacts within the FPA	1											
3.8	Assess the effectiveness of the management measures implemented by the Fisheries Management Council in BVI.	2											
3.9	Share co-management experiences with other UKOTs	1											
3.10	Cefas visits to Anguilla, BVI and TCI (one working week per UKOT) towards end of project to discuss plans for ongoing implementation and legacy	1											
Output 4	Capacity Building & Collaboration												
4.1	Deliver three 3-day training workshops, one hosted in each UKOT	3											
4.2	Gather feedback after each workshop to inform the organisation of the next workshop	3											
4.3	UK-based knowledge exchange activities, involving one government staff member from each UKOT visiting Cefas, UK	2											
4.4	Regional network of fisheries managers	4											

CERTIFICATION

On behalf of the ~~trustees~~/company* of Cefas
 (*delete as appropriate)

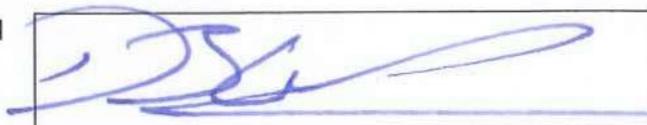
I apply for a grant of £228,584 in respect of **all expenditure** to be incurred during the lifetime of this project based on the activities and dates specified in the above application.

I certify that, to the best of our knowledge and belief, the statements made by us in this application are true and the information provided is correct. I am aware that this application form will form the basis of the project schedule should this application be successful. (*This form should be signed by an individual authorised by the lead institution to submit applications and sign contracts on their behalf.*)

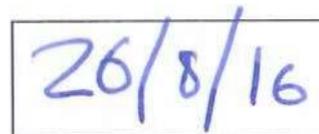
- I enclose CVs for key project personnel and letters of support.
- I enclose the most recent 2 years of signed and audited/independently verified accounts.

Name (block capitals)	DAVID CARLIN
Position in the organisation	DIVISIONAL DIRECTOR

Signed



Date:



If this section is incomplete the entire application will be rejected. You must provide a real (not typed) signature. You may include a pdf of the signature page for security reasons if you wish. Please write PDF in the signature section above if you do so.

Application Checklist for submission

	Check
Have you read the Guidance ?	Y
Have you read the current Terms and Conditions for this fund?	Y
Have you checked the Darwin Plus website immediately prior to submission to ensure there are no late updates?	Y
Have you provided actual start and end dates for your project?	Y
Have you provided your budget based on UK government financial years i.e. 1 April – 31 March and in GBP?	Y
Have you checked that your budget is complete , correctly adds up and that you have included the correct final total on the top page of the application?	Y
Has your application been signed by a suitably authorised individual? (clear electronic or scanned signatures are acceptable in the email)	Y
Have you included a 1 page CV for all the key project personnel?	Y
Have you included a letter of support from the applicant organisation, <u>main partner(s)</u> organisations and the relevant OT Government?	Y
Have you included a copy of the last 2 years' annual report and accounts for the lead organisation?	Y

Once you have answered the questions above, please submit the application, not later than midnight **2359 GMT Monday 29 August 2016** to Darwin-Applications@ltsi.co.uk using the first few words of the project title **as the subject of your email**. If you are e-mailing supporting documentation separately please include in the subject line an indication of the number of e-mails you are sending (e.g. whether the e-mail is 1 of 2, 2 of 3 etc). You are not required to send a hard copy.

DATA PROTECTION ACT 1998: Applicants for grant funding must agree to any disclosure or exchange of information supplied on the application form (including the content of a declaration or undertaking) which the Department considers necessary for the administration, evaluation, monitoring and publicising of Darwin Plus. Application form data will also be held by contractors dealing with Darwin Plus monitoring and evaluation. It is the responsibility of applicants to ensure that personal data can be supplied to the Department for the uses described in this paragraph. A completed application form will be taken as an agreement by the applicant and the grant/award recipient also to the following:- putting certain details (i.e. name, contact details and location of project work) on the Darwin Initiative and Defra/FCO/DFID websites (details relating to financial awards will not be put on the websites if requested in writing by the grant/award recipient); using personal data for the Darwin Initiative postal circulation list; and sending data to Governor's Offices outside the UK, including posts outside the European Economic Area. Confidential information relating to the project or its results and any personal data may be released on request, including under the Environmental Information Regulations, the code of Practice on Access to Government Information and the Freedom of Information Act 2000.