



Department
for Environment
Food & Rural Affairs



Darwin Initiative

Guidance Notes for Applicants: Round 28

2021 - 2022

These guidance notes provide information on:

- what can be funded
- how to apply
- the process used to select projects for funding

Applicants should also read the Finance Guidance, which explains:

- what budgetary information you need in your application
- how the payments will be made if your application is successful, and how you should manage your budget
- when reporting is due and how it is linked to payments

Applications are made through the online application portal **Flexi-Grant** at ltsi.flexigrant.com

All guidance is available via the Flexi-Grant portal, and replicated on the Challenge Fund website below.

Applications are administered independently by NIRAS-LTS International.

Please read all the available guidance including the separate Finance Guidance before requesting additional assistance, as these provide answers to most queries.

Further resources and templates to support your application are available on the [Forms and Guidance Portal](#), including:

Application Forms (for drafting purposes)
Application Templates
Flexi-Grant User Guide
Claim Forms

Change Request Forms
Terms and Conditions
Reporting Forms
Project Database

If you can't find the answer, please contact the Darwin Administration Team:

Darwin Initiative

www.darwininitiative.org.uk

darwin-applications@ltsi.co.uk

+44 (0) 131 440 5181

For queries specific to using the Flexi-Grant system, email: flexigrant@ltsi.co.uk

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This publication is available at www.gov.uk

Any enquiries regarding this publication should be sent to us at darwin.initiative@defra.gov.uk

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Glossary

Biodiversity	"Biological diversity" means the variability among living organisms from all sources including, terrestrial, marine and other aquatic ecosystems and the ecological complexes of which they are part; this includes diversity within species, between species and of ecosystems.
Country	Normally refers (unless otherwise stated) to any country on the eligible country list (see 2.7 and Annex A), and not countries such as the UK.
Defra	Darwin Initiative is a programme of the Department for Environment, Food and Rural Affairs (Defra), UK Government.
DEC	Darwin Expert Committee is a group of independent experts in biodiversity and sustainable development that provides strategic advice, assesses proposals and makes recommendations to Defra of funding decisions.
Evidence	Ranges in format, quality and relevance and include, documented and undocumented experiences, data, studies, policies, best practices etc. but is particularly valued when it is quality assured, accessible and applicable.
Fellows	Funding for Fellowships is now possible within any of the grants to strengthen the capability and capacity of eligible countries, if it is justified and demonstrates value for money (see Annex D).
Lead Applicant	The individual who leads on the submission of the application and supporting materials, and will be the project contact point during the application process.
Lead Partner	The partner who will administer the grant and coordinate the delivery of the project, accepting the Terms and Conditions of the Grant on behalf of the project.
Matched Funding	Additional finance that is secured to help meet the total cost of the project, including public and private sources, as well as quantified in-kind contributions.
NIRAS-LTS	Darwin Initiative Administrator, and first point of contact for projects and applicants.
ODA	Official development assistance – commonly known as overseas aid – is when support, expertise or finance is supplied by one government to help the people of another country via activities that promote economic development and welfare as a main objective.
Partner(s)	Have a formal governance role in the project (for example representation on a Project Board or Management Committee), and a formal relationship with the project that may involve staff costs and/or budget management responsibilities.
Poverty	Poverty is multi-dimensional and not solely about a lack of money; encompassing a range of issues to fulfil basic needs and better one's life with dignity.
Project Leader	The individual with the necessary authority, capability and capacity, and a full understanding of their role and associated obligations to take responsibility for delivering value for money, managing risk and financial controls whilst fulfilling the terms and conditions of the grant.

Scale	The ability to take a proven approach and evidence to deliver greater impact either through larger grants or through uptake by stakeholders or other mechanisms.
Stakeholder	Are consulted, engaged and/or participate in project activities as they have an interest or concern in the project and its impact. They can also be partners, but if not, they would not have a budget management, or a formal governance role, within the project.
Value for Money	Good value for money is the optimal use of resources to achieve the intended outcomes. Value for money is not about achieving the lowest initial price.

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1 Global Context- Biodiversity and Sustainable Development

Biodiversity loss is a critical challenge for sustainable development, not only for the **well-known** but also the **less well-known** biodiversity (e.g. fungi and invertebrates), and traditional knowledge.

Its loss is escalating the likelihood that **tipping points** will be reached, bringing instability, abrupt changes, and wellbeing impacts at the community, national and international levels. The **greatest impact will be on low-income countries**, with their greater reliance on biodiversity and limited capability to adapt, undoing past gains and risking future prospects.

1.1 Drivers of biodiversity loss

Human activity remains the primary cause of biodiversity loss and degradation, via the direct drivers:

- 1) **Changes in land and sea use**, e.g. agricultural and urban expansion, water extraction.
- 2) **Direct exploitation**, e.g. overexploitation via harvesting, logging, hunting and fishing
- 3) **Climate change**, e.g. extreme weather events, changes in seasonality, ocean acidification
- 4) **Pollution**, e.g. marine plastic, waste, industry, agriculture, petrochemicals
- 5) **Invasion of alien species**, e.g. global trade spreading species that impact ecosystem functions

Climate change is partly driving biodiversity loss, the loss of which is reducing biodiversity's capability to mitigate, adapt and be resilient to the impact of climate change.

Behind these are **indirect drivers** (economic/political/social factors), including consumption habits, wealth generation, and the separation of production from consumption. **Inequalities** between stakeholders often impacts who benefits from the use of biodiversity, and who bears the cost.

Biodiversity loss and degradation tends to be less in areas managed by **indigenous and local communities**, but these are facing escalating external pressures from resource extraction, commodity production, mining, and transport and energy infrastructure, impacting not only biodiversity but also the livelihoods and wellbeing of these same communities.

1.2 Barriers to addressing the challenge

The direct and indirect drivers of biodiversity degradation and loss need to be addressed to halt and reverse current trends. As the Dasgupta review on the Economics of Biodiversity highlights, action is needed to ensure biodiversity considerations are more effectively embedded in decision-making and institutions. Barriers include:

Market failures: biodiversity is an externality or public good that private actors will not necessarily account for in their private behaviour.

Government or governance failures: ability of policymakers to take a sustainable approach to political and economic priorities and the management of biodiversity assets; capable institutions and the requisite biodiversity knowledge to guide effective action form the enabling conditions to change this.

Information gaps: lack of awareness of biodiversity, understanding impacts of activities, and options to managing biodiversity limits the effectiveness of policymakers, communities, and private agents.

Inequalities: economic, political, and social inequalities exacerbate the market and governance failures; more equitable representation of marginalised groups (e.g. indigenous and local communities, women, ethnicity, age, poor) in decision-making is needed.

2 What kind of projects can be supported by the Darwin Initiative?

The Darwin Initiative is one of Defra's Biodiversity Challenge Funds, competitively awarding grants for biodiversity-poverty reduction activities in eligible countries, helping these countries meet their commitments under the Multilateral Environment Agreements¹, Sustainable Development Goals, and national policy.

2.1 The Aim of the Darwin Initiative

The intended impact of the Initiative is:

The rates of biodiversity loss and degradation are slowed, halted or reversed, and poverty reduced in developing countries.

The Darwin Initiative will support and influence stakeholders to incorporate biodiversity considerations in achieving poverty reduction, through evidence and best practices, and targeting the outcome: **Local communities and stakeholders, including governments, demonstrate sustained improvement in policy and practice that results in gains for biodiversity and reduced poverty.**

Elements of successful Darwin Initiative projects are likely to include clear outputs along these lines:

- Enhancing the **Capability and Capacity** of national and local stakeholders, to help ensure its long-term legacy of the project after the it ends.
- Delivering outputs that will achieve **biodiversity-poverty reduction** win-win.
- Strengthen the adoption or use of **evidence and refined best practices**.

In achieving the outputs, cross-cutting co-benefits can be realised, including **climate change** mitigation and adaptation, and **public health** improvements such as, reducing the risks of zoonotic disease pandemics. Darwin projects are expected to co-opt and leverage other finance wherever possible.

2.2 Capability and Capacity

Enhancing the **Capability and Capacity** of national and local stakeholders, to deliver biodiversity-poverty reduction outcomes is a proven approach to sustained impact after projects complete.

This can be achieved through a wide range of activities and approached including but not limited to structured training, work placements, mentoring and the opportunity to deliver projects in partnership with more experienced organisations.

All Darwin Initiative projects **are expected to include activities and/or structures that will enhance and strengthen the capability and capacity** of identified stakeholders during its lifetime. The approach adopted is for the partners to formulate and justify in the application. The proportion of the project outputs focussed on capability and capacity will vary according to the type of grant.

¹ Convention on Biological Diversity (CBD), Ramsar Convention on Wetlands, the Nagoya Protocol on Access and Benefit Sharing (ABS), the Convention on International Trade in Endangered Species (CITES), the Convention on the Conservation of Migratory Species (CMS), the UN Framework Convention on Climate Change (UNFCCC), and the International Treaty on Plant Genetic Resources for Food and Agriculture (ITPGRFA)

2.3 Biodiversity Conservation and Poverty Reduction

The most vulnerable people rely on biodiversity to manage risks (food security, environmental hazards, climate change, and health) and meet their everyday needs, including:

- **>3bn people depend** on marine and coastal biodiversity; **>1.6bn people rely** on forests and non-timber products.
- **Loss of crop biodiversity**, and subsequent reliance on agrochemicals to compensate for lowered plant resilience and poor soil, exposes biodiversity and people to health-damaging pollutants.
- **Agricultural systems' resilience and capacity to adapt to climate change** depends on maintaining diversity in cropping systems, crop varieties, and animal breeds, without which future productivity levels are at risk, impacting the small-scale farmers the hardest.
- **Declines in the diversity of fish species** are strongly associated with lower catches, decreased resilience to exploitation, and higher incidence of stock collapse. Over 90% of global marine fish stocks are now fully exploited or overfished.

Low income countries are **proportionally more reliant on natural capital**, leveraging this to build infrastructure and human capital but placing natural capital under pressure.

Over the last decades, biodiversity loss has been linked to **outbreaks of fatal vector-borne and infectious zoonotic diseases**, including (HIV/AIDS), malaria, avian influenza, Ebola, and Severe acute respiratory syndrome (SARS).

Poverty is multi-dimensional and not solely about a lack of money; encompassing a range of issues to fulfil basic needs and better one's life with dignity.

There are **many different ways** of defining and approaching a project's contribution to poverty reduction; The Sustainable Development Goals can be useful in defining and understanding this.

Darwin Initiative projects are expected to contribute to poverty reduction in one or more of the following ways:

- **directly** e.g. through activities that help secure increased income or access to other important assets for local communities whilst helping them to protect and improve biodiversity
- **indirectly** e.g. through safeguarding traditional rights, cultural values and increasing the voice of marginalised communities, while seeking to increase equality within communities, or through safeguarding plant genetic resources for improved food security, climate resilience, and sustainable agricultural development
- **through practice orientated research** e.g. activities that expand the local knowledge base on biodiversity and the interaction with poverty reduction, for example, the fair and equitable sharing of benefits arising from the utilisation of biodiversity

Projects should look systematically at the relationship between poverty and biodiversity. Designs should explicitly consider how planned project activities **relate to poverty** or to the efforts of people and/or states to **reduce poverty**; with **clearly identified beneficiaries**.

The involvement of development specialists is encouraged to understand and design poverty reduction aspects of your project. It is critical that potential negative development impacts and safeguarding issues are identified and mitigated against early in the design process, to avoid unintentional harm.

A recent information note, called [Poverty and the Darwin Initiative](#), might help you understand the multiple dimensions of poverty and how biodiversity projects can meaningfully contribute to economic development and welfare of people in developing countries.

The anticipated impact on poverty should be reflected in the logframe, see the Monitoring, Evaluation and Learning Guidance for further details.

2.4 Evidence and refined best practices

The Darwin Initiative aims to support new ways of reducing poverty and the rates of biodiversity loss and degradation.

Evidence ranges in format, quality and relevance and includes, documented and undocumented experiences, data, studies, policies, best practices etc. In the context of Darwin Initiative, we are particularly interested in the strengthening, promotion and use of documented evidence and refined best practices that can be shared to inform others of options that might or might not work.

The role of **evidence is valued by the Darwin Initiative** in identifying which proposals have the greatest likelihood of succeeding. Evidence helps support us to understand the risks and opportunities involved with different options including doing nothing. If we can improve the quality, accessibility and use of this evidence, then decisions in Darwin Initiative and beyond should lead to **more effective solutions and refined best practices**.

At the project level the role of **local knowledge and evidence held by indigenous groups and local communities** can be vital to biodiversity conservation-poverty reduction gains. However, it is important that all evidence gathering, and use is conducted within a robust ethics framework that respects the prior informed consent of and benefit sharing with the owners of such evidence.

Noting the ethical considerations, all projects should consider the role and application of evidence throughout the project in developing the idea and approach, strengthening the application, to the formulation and uptake of new evidence to help secure the project's legacy.

2.5 Scalable Approaches

The resources available to meet the biodiversity conservation-poverty reduction challenge are globally limited.

The Darwin Initiative is particularly interested in supporting projects which, if proven successful, **can be scaled to deliver greater impact** either through larger grants or through uptake by stakeholders or other mechanisms. The application will ask applicants to set out their vision to scale their work in any of the following ways:

- **Landscape scaling:** test an approach and then apply it more broadly at the landscape/seascape level.
- **Replication scaling:** test an approach and apply it in another geography.
- **Systems change scaling:** support system changes (e.g. legislation) that have impacts beyond their original scale.
- **Capacitation scaling:** leaving a legacy of higher capacity to achieve change, e.g. through improving the capacity of organisations, key individuals, or regionally (e.g. geographic clusters of projects, combining to build capacity and momentum).

For these reasons, new and innovative approaches, supported by evidence (where possible), that have the potential to scale are more likely to succeed under the Darwin Initiative. Proposals that can leverage additional finance are also more likely to be supported.

2.6 Opportunities and Gaps

The Darwin Initiative welcomes a wide range of applications that meet the criteria and objectives (biodiversity conservation-poverty reduction, capability and capacity, scalable, and evidence producing) of the fund and the needs of the country.

However, we are interested to receive high quality eligible applications in areas that are underrepresented or considered a high biodiversity conservation-poverty reduction opportunity. For example only, we would encourage applications that focus on taxonomic groups, ecosystems approaches, or issues that are currently under-represented in the Darwin Initiative portfolio. For example, under-represented:

- **groups** such as fungi, small mammals, invertebrates;
- **ecosystems** such as freshwater, grasslands;
- **approaches** such as agro-biodiversity enhancement, public health-conservation interactions, stewardship of natural assets through sustainable use;
- **issues** such as equitable sharing of benefits.

2.7 Eligible Countries

Darwin Initiative is entirely **Official Development Assistance (ODA) funded**, and therefore activities must promote the economic development and welfare of developing countries, and the eligible countries listed in Annex A are all on the current OECD Development Assistance Committee (DAC) List. However, given wider policy on UK ODA, projects will in practice be expected to be mostly focused on Low income and lower middle income countries.

Upper-middle income countries (UMICs) are eligible, however, projects applying to work in a UMIC must clearly **demonstrate a stronger case** for support. This includes operating in areas of high importance for biodiversity and a clear poverty reduction need. Such applications must also clearly demonstrate that they will:

- advance knowledge, evidence and impact in **Least Developed or Low-Income Countries**, or
- contribute to the **global public good**, for example by advancing understanding and/or strengthening the knowledge base related to biodiversity conservation/sustainable use and poverty reduction, or
- contribute to **serious and unique advancements** on a critical issue as a result of specific circumstances of the upper-middle income country that could not be made elsewhere.

Available funding will be ring-fenced to ensure that **at least 70%** is allocated to projects in Low Income and Lower-Middle Income Countries.

3 Project Requirements

3.1 Lead Partner and Project Leader

Applications must be made by the Lead Partner (an organisation), not an individual, agreeing to the Terms and Conditions including managing the grant, its finances, reporting and governance.

Lead Partners can be based anywhere, and we strongly encourage projects to have in-country Lead Partners.

The **maximum annual value of funds** requested should not exceed 25% of the Lead Partner's average annual turnover/income for the previous 3 years.

There is no limit on the number of applications a Lead Partner may submit, but we would encourage internal co-ordination to ensure all submissions are competitive; Defra may consider the number of applications from a partner as part of their decision-making process.

The **Project Leader** is the individual with the necessary **authority, capability and capacity**, and a full understanding of their role and associated obligations to take **responsibility** for delivering value for money, managing risk and financial controls whilst fulfilling the terms and conditions of the grant.

3.2 Partners

Partnerships between organisations aligning their interests around a common vision, combining their complementary resources, experiences and competencies and sharing risk, can maximise impact in terms of scale, quality, sustainability and benefits.

All Darwin Initiative projects are expected to seek and work with in-country partners, with the meaningful and early engagement of in-country stakeholders.

Differing from Stakeholders, Partners have a **formal governance role** in the project (for example representation on a Project Board or Management Committee), and a **formal relationship** with the project that may involve staff costs and/or budget management responsibilities.

In contrast, **Stakeholders** would not have a budget management, or a formal governance role, within the project but are consulted, engaged and participate in project activities.

3.3 Gender Equality

Evidence from the *Ecosystem Services for Poverty Alleviation* (www.espa.ac.uk) programme demonstrates that **women and men use resources differently**. For example, due to gender differences in roles and responsibilities, women in rural communities are often the main collectors of wild plant food and firewood, with men focusing on timber, wild meat, and control access rights and tenure due to patriarchal structures. As a result, women and men develop knowledge about different species, their uses and their management.

To shape and inform all biodiversity conservation and poverty reduction actions, it is **vital to understand** gender-differentiated biodiversity practices, gendered knowledge acquisition and usage, as well as gender inequalities in control over resources.

All projects must consider how they will contribute to reducing inequality between genders, with activities is expected to generate net benefits for women and children. If this is not the case for your project, you will need to set out why in your application including how you will ensure that your project will not intentionally or unintentionally increase inequality.

The approach taken to **Gender Equality** will be assessed at the proposal stage, with projects able to demonstrate a strong **understanding of gender**, with it **integrated throughout its design** likely to **score more highly**.

All projects are expected to report **indicators disaggregated by gender** where possible.

Some questions to consider early on:

- What are the prevailing gender norms in the host country in relation to division of labour, access and control of resources, and ability to participate in decision making?
- How do these prevailing norms affect the project, in terms of what it can achieve, how will it engage with stakeholders and how it needs to be designed?
- How will the project impact (positively and negatively) girls, boys, women and men in their domestic, economic and community roles and responsibilities and in term of access to and control over assets?
- How will the project provide opportunities for girls, boys, women and men to influence and participate in decision making?
- Does the intervention address underlying barriers that prevent girls and women from accessing opportunities created?
- How will risks and unintended negative consequences be identified, avoided or mitigated against, and monitored?

Girls and women are not a homogenous group, with additional layers of diversity including ethnicity, caste, age, religion, sexuality and disability status that need to be considered. Further resources include:

- [Convention on Biological Diversity – Gender in the conservation of protected areas](#)
- [IIED – Gender and Biodiversity](#)
- [Nature – Gender in conservation and climate policy](#)
- [UN Environment Programme – Why gender is important for biodiversity conservation](#)
- [WWF – Gender and Conservation](#)

3.4 Value for Money

Projects must demonstrate good Value for Money in terms of the scale and legacy of the expected impact relative to cost.

Value for Money is delivered through a combination of:

- strong budget forecasting and management
- efficient and effective use of funding to deliver the desired outputs
- sustainability of the intervention
- equitable distribution of any results

For further guidance, see Finance Guidance.

Funded Projects should not significantly cut across or duplicate work, especially those being funded through other environment and development or research programmes.

Projects should secure matched funding to help meet the total cost of the project, including public and private sources, as well as quantified in-kind contributions as far as possible.

Projects should consider evidence from relevant historical and existing initiatives, and reflect this in project design, incorporating lessons learnt, to maximise the chance of success.

Projects must deliver new and additional activity, above and beyond what might otherwise have occurred without the project.

Funding is for distinct projects with a clear end date and specific, measurable results, although they can be an identifiable project within a larger programme if it is made clear in the application.

The Darwin Initiative will not fund ongoing organisational running costs.

3.5 Ethics

Projects are expected to meet the **key principles of good ethical practice**, and demonstrate this in your application. All projects must:

- meet **all legal and ethical obligations** of all countries involved in the project, including relevant access and benefit sharing legislation pertaining to the utilisation of genetic resources and associated traditional knowledge;
- include the following of an **institutional ethics review** process;
- follow **access and benefit sharing best practice** where legislation is incomplete or absent;
- include strong **leadership and participation from developing countries** and the communities involved to enhance the incorporation of their perspectives, interests and knowledge, in addressing the wellbeing of those directly impacted by the project;
- recognise the value and importance of **traditional knowledge**, alongside international scientific approaches, and methods;
- respect the **rights, privacy, and safety of people** who are impacted directly and indirectly by project activities;
- use **Prior Informed Consent (PIC)** principles with communities;
- protect the **health and safety** of all project staff;
- uphold the **credibility of evidence**, research and other findings.

Funding may be frozen or withdrawn in the event that these principles are not met.

Staff involved in the design or conduct of research should maintain the independence and integrity of the process, including intellectual detachment from personal convictions relating to the topic.

3.6 Safeguarding

Defra believes that everyone involved in delivering ODA funded projects, regardless of age, gender identity, disability, sexual orientation or ethnic origin has the right to be protected from all forms of harm, abuse, neglect and exploitation. **Defra will not tolerate abuse and/or exploitation by staff or associated personnel involved in Defra-funded ODA projects.**

It is the responsibility of the lead partner to have appropriate and proportionate safeguarding policies and procedures in place, to protect not only direct and indirect beneficiaries but also employees and associated personnel of any partners.

Safeguarding can be addressed through the four pillars of **prevent, listen, respond and learn**.

In order to receive funding, the lead partner must:

- have a **safeguarding policy**, which includes a statement of your commitment to safeguarding and a zero-tolerance statement on bullying, harassment and sexual exploitation and abuse;

- keep a detailed **register of safeguarding issues** raised and how they were dealt with;
- have **clear investigation and disciplinary procedures** to use when allegations and complaints are made, and have clear processes in place for when a disclosure is made;
- share your safeguarding policies with downstream partners;
- have a **whistle-blowing policy** which protects whistle blowers from reprisals and includes clear processes for dealing with concerns raised;
- have in place a **Code of Conduct** for staff and volunteers that sets out clear expectations of behaviours - inside and outside the workplace - and make clear what will happen in the event of non-compliance or breach of these standards.

3.7 Working with UK Embassies and British High Commissions

All applicants are encouraged to make contact with UK Embassies and British High Commissions in the project country; a list of these can be found on GOV.UK: <https://www.gov.uk/world/embassies>

The purpose of this is to ensure that relevant UK Embassies or High Commissions **are aware of proposed work**, although we recognise that capacity to support or engage with projects is varied. Applicants will not be penalised if they are unable submit comments from the Embassy or High Commission alongside their application, provided they have made an attempt to contact in sufficient time to allow engagement.

All applications may be shared with other UK Government Departments including the Foreign, Commonwealth and Development Office (FCDO); and their views may be taken into account in the assessment process.

If your application is successful, the relevant UK Embassies or High Commissions will be informed and may seek to publicise the award, or be involved in any formal launch, and may wish to develop a relationship with the project during delivery (depending on their resource levels).

If you need advice on any security or political sensitivities, or if the UK Embassy or High Commission needs to be aware of sensitivities before making any announcement, please tick the relevant box on the application form.

3.8 Communications

Projects are funded from UK Official Development Assistance (ODA).

It is important to be able to clearly communicate how ODA funding is being utilised. Each applicant is asked to provide a very short, plain English summary of what the project will do, which if successful will be used in communication activities. This summary should be written for a non-technical audience with little or no prior knowledge of the issue, and clearly describe the project plan and intended outcome.

During delivery, successful projects will be engaged to support wider communications and awareness raising activities.

3.8.1 Open access policy and data sharing

The UK Government is committed to “push for a global transparency revolution” in the availability and use of data to improve accountability, decision making, and to help deliver sustainable development outcomes to people living in poverty.

Projects are likely to generate significant outputs including datasets, best practices, peer-reviewed journal articles and technical reports which will be of value to other countries and stakeholders. All outputs should be made **available online and free to users**, unless there are particular sensitivities involved. This includes all derived and raw data on species, land cover and land use, through appropriate national, regional and global databases.

In your application, please consider the project outputs you expect to produce and how this information can be shared widely and freely. You may include appropriate costs in your budget for to support open access publishing but be realistic about when articles will be published. It is likely that dates will fall outside the formal project, so it is worth considering matched funding for these costs.

Further information on open and enhanced access can be found on [GOV.UK](https://www.gov.uk).

3.8.2 Transparency

In order to support understanding of ODA spend, and in line with the aim of the Challenge Fund, successful project **applications**, along with subsequent **reporting, will be published** on the Challenge Fund website and elsewhere.

If there are **any sensitivities** within any of these, for example detailed species location data that would increase threats, please bring this to our attention and these can be considered for **redaction prior to publication**.

3.9 Monitoring and Evaluation

Robust monitoring framework supports both the efficient delivery of the project as well the capability to demonstrate the impact and value for money achieved.

Further guidance is given in the Monitoring, Evaluation and Learning Guidance.

3.10 Terms and Conditions

Successful applicants will be issued a grant award letter with the Terms and Conditions that will apply to the grant, including the grant purpose, value, period, and reporting and financial arrangements.

Copies of the Terms and Conditions are available (see Page 1), and you should understand these before making an application to ensure compliance will not be an issue. Defra retains the right to amend these conditions at any time.

4 Funding Rounds

4.1 Types of Grant

4.1.1 Darwin Initiative Capability & Capacity

- Grant: £50,000 - £200,000
- Application Stages: Single
- Duration: 1 – 2 years
- **Opened to applications October 2021 – see Darwin Initiative Capability & Capacity Supplemental Guidance for further details (available on the Forms and Guidance Portal)**

Competitive grants to support the capability and capacity within civil society, research institutes and organisations of eligible countries to develop and deliver effective and successful poverty-

biodiversity projects. They can include structured training, organisational development, network-building and evidence gathering elements. Grants are expected to be primarily deployed in country and not in the UK.

Structured training elements should seek to support locally based future and existing environmental leaders to grow professionally and technically, ideally building lasting positive relationships with the UK, and their ability to draw on UK professional and technical expertise in the fields of biodiversity and sustainable development.

As such, grants can support justified travel between the UK and recipient country, either to the UK or for UK-based experts to be posted overseas.

The structured training, including fellowships (see Annex D), should link to the practical application of biodiversity conservation and poverty reduction activities in country to embed new skills and knowledge. Training on its own, without a practical in-country element, will no longer be supported.

By combining individual and organisational capability and capacity needs, the grant should seek to strengthen the ability of recipient country and organisations to successfully bid for Darwin Initiative grants in the future.

4.1.2 Darwin Initiative Innovation

- Grant: £10,000 - £200,000
- Application Stages: Single
- Duration: 1 – 2 years
- **Opened to applications October 2021 – see Darwin Initiative Innovation Supplemental Guidance for further details (available on the Forms and Guidance Portal)**

Competitive grants for testing new approaches and developing a stronger understanding of barriers to scaling.

The available evidence to support the approach may be weak, or come from a different sector beyond biodiversity conservation-poverty reduction.

Capability and capacity building activities should form a core role within the approach, to underpin the legacy of the grant. This can be delivered through structure training, fellowships (see Annex D), and/or through the design and delivery of the partnership with local partners being given stretching roles or receiving tailored mentoring/support to develop their capabilities.

Projects can take higher levels of risk, including operational, delivery and contextual risk, in order to test and pilot innovative ways to tackle the biodiversity conservation-poverty reduction challenge.

A higher appetite for these risks, whilst maintaining Darwin Initiative's low appetite for Safeguarding, Fiduciary and Reputational Risk, would be balanced with the potential to be transformational.

Projects will be assessed on their evidence on the capability to manage risks, scenario analysis to map the probability of different outcomes, and a clear theory of change that maximises the likelihood of scaling the model and outcomes. Amongst others, proposals are encouraged that might

seek the application of new economic/financial, technological (hardware or data focussed), policy approaches or the application of a model that has worked in areas unrelated to biodiversity.

4.1.3 Darwin Initiative Main

- Grant: £100,000 - £600,000
- Application Stages: Two
- Duration: 1 – 3 years
- Operating between 1st June 2022 – 31st March 2025

Darwin Main Projects must demonstrate through the use of evidence how they intend to address the loss and degradation of biodiversity, and deliver poverty reduction benefits. The available evidence is expected to be stronger than that required for Innovation Grants, including building on the successes and lessons learnt from elsewhere.

Capability and capacity building activities should form a core role within the approach, to underpin the legacy of the grant. This can be delivered through structured training, fellowships (see Annex D), and/or through the design and delivery of the partnership with local partners being given stretching roles or receiving tailored mentoring/support to develop their capabilities.

In addition to presenting evidence how the approach will deliver outputs within the project lifespan, evidence should also indicate the potential to scale the approach if it is proven successful. All Darwin Initiative Main projects should articulate their ambition and vision to scale their approach through uptake by stakeholders or via a larger grant.

4.1.4 Darwin Initiative Extra

- Grant: £600,000 - £5,000,000
- Application Stages: One
- Duration: 2 – 5 years
- **Opened to applications October 2021 – see Darwin Initiative Extra Supplemental Guidance for further details (available on the Forms and Guidance Portal)**

Darwin Initiative Extra projects demonstrate the potential to scale further after completion and successfully secure large-scale support from elsewhere including:

- UK's ODA portfolio, or
- multilateral funds supported by the UK (e.g. Green Climate Fund, Global Environment Facility, Climate Investment Funds, NAMA Facility), or
- produce market-ready solutions or
- enable widespread stakeholder uptake.

Capability and capacity building activities should form a core role within the approach, to underpin the legacy of the grant. This can be delivered through structured training, fellowships (see Annex D), and/or through the design and delivery of the partnership with local partners being given stretching roles or receiving tailored mentoring/support to develop their capabilities.

Active Darwin Initiative Main projects are able to apply prior to completion in order to allow, if successful, a scaling of activities under Darwin Initiative Extra.

As with Darwin Initiative Main, projects will be expected to provide clear and strong evidence on the potential to scale and deliver a just transition; with a corresponding higher ambition, significance of outputs and quality of proposal to match the scale of finance and opportunity.

4.2 Size of projects

An application **will not score more highly if it is a large project** seeking a grant towards the maximum available finance or duration. Smaller projects, seeking smaller grants or running for shorter periods of time (within those eligible for the type of grant applied for), are also encouraged.

The maximum annual value of funds requested should not exceed 25% of the Lead Partner's average annual turnover/income for the previous 3 years (see Financial Guidance for details).

The **value for money assessment** in terms of the scale and legacy of the expected impact relative to cost (see Finance Guidance), is a more important consideration than the absolute size of the project. Each project should have a realistic, and not an overly ambitious, budget and timeframe.

5 How to Apply to Darwin Initiative Main

5.1 Darwin Initiative Main Round 28 Timetable

The timetable for this round of Darwin Initiative Main funding for 2021-22 is as follows:

Stage 1 Applications (via Flexi-Grant only) Deadline – **23:59 BST (GMT +1:00) on Tuesday 28 September 2021**

Results of Stage 1 and invite to Stage 2, expected by **mid-December**

The Stage 2 application is accessed through the email confirming the Stage 1 result and is by invitation only.

Stage 2 Application (via Flexi-Grant only) Deadline – **23:59 GMT Monday 31 January 2022**
Results expected at the end of **April 2022 at the earliest**

Projects expected to start from **1 June 2022**

All applications will be acknowledged within 5 working days of the funding round close. If you have not heard after 5 days, please contact the Darwin Administration Team.

5.2 Completing the application form

All applications must be submitted:

- through Flexi-Grant, using approved templates where appropriate
- with fully answered questions, referencing evidence where possible, the word count indicates the level of detail required; if appropriate, n/a is acceptable.
- in English, and
- signed, with a PDF signature uploaded as part of the Flexi-Grant application.

Competition for funding is strong, applications which:

- are incorrect or incomplete
- do not match all published criteria, including eligible countries and dates
- are submitted using the incorrect template

will be rejected as ineligible.

5.3 Supporting Evidence

Only the supporting evidence that meets the guidance set out below should be submitted.

If the **required evidence** is not correctly submitted **with your application form**, submitted on a modified/incorrect template, or exceeds the required file or page limits, **it will be rejected as incomplete.**

The application form **provides sufficient space to make your case**, and the submission of unrequested material will significantly **detract from your application or result in its rejection.**

All material must be uploaded to Flexi-Grant as a **PDF** or **Excel** file (JPEG is only acceptable for application signature).

5.3.1 Cover Letter (Stage 1 & Stage 2)

Required: The cover letter (on headed paper) is an opportunity to support your application, introducing your organisation, the proposal and why they are a strong match for the fund, but it should be succinct and brief (2 sides maximum). The letter can help highlight and draw attention to certain aspects or values that you raise in your application, including the capability and status of the Lead Partner, but avoid repeating application text in the letter. The letter can also set out clearly how you have responded to feedback and/or stakeholder input provided during its design or from previous applications (including Stage 1 feedback). **Cover letters are required for all applications at all stages**, including single stage, Stage 1 and Stage 2.

The Cover Letter must be uploaded as a **single PDF file**.

5.3.2 Logframe (Stage 1 & Stage 2)

Required: Completed logframe must use the correct template provided (there are different templates for Stage 1 and Stage 2 Main projects) and be **uploaded as a single PDF file**.

5.3.3 Budget and Financial Evidence (Stage 2 only)

Required: Budget must be submitted using the correct Excel template and must be complete, and be fully compliant with the Finance Guidance.

See Finance Guidance for details of the financial evidence required to be submitted with your application to demonstrate Financial Capability and Capacity including audited or independently examined accounts for the last two years.

5.3.4 Project Timeline (Stage 2 only)

Required: Project timeline must be presented using the template provided, and uploaded as a **single PDF file**.

5.3.5 CVs and Job Descriptions (Stage 2 only)

Required: One-page CVs or job descriptions of all the key project staff **named in the application form**. If you cannot secure a CV from a named Project Staff member, please provide an explanation why, along with a summary of the skills and experience of the team member concerned.

These CVs/job descriptions should be merged and uploaded as a **single PDF file**.

5.3.6 Letters of support (Stage 2 only)

Required: Letters of support from all project partners (including the lead partner) should be on **headed paper and must be in English** (or with an English translation); letters of support from stakeholders are desired but not considered essential. Those written by high profile stakeholders or project partners are expected to be stronger, than from others, and act **as evidence of:**

- **support** for the application and the **importance** of the work to your organisation
- your **relationship** with partners and actors within the **project country**
- **support** for the need of the **proposed project** (including any proposed Fellows)
- your **ability** to achieve high **quality results** and productive **partnerships**

If it is not possible to obtain a letter of support from any of the project partners, please explain why.

These Letters of Support should be merged and uploaded as a **single PDF file**.

5.3.7 Safeguarding Policy (Stage 2 only)

Required: A copy of the Lead Partner safeguarding policy which includes a **statement of commitment to safeguarding** and a **zero-tolerance statement** on bullying, harassment and sexual exploitation and abuse, and must be submitted at Stage 2 as a **single PDF file**.

5.3.8 Risk Register

Submitted if awarded: A copy of the initial Risk Register, with Delivery Chain Risk Map, using the template provided. The Issue Log, included in the template, will only need to be edited once the first issue materialises during project delivery and therefore should be left blank at this stage.

5.3.9 Counter Fraud, Bribery and Corruption Policy

Available on request: A copy of your policy setting out how the Lead Partner complies with legislation and relating to anti-bribery and anti-corruption as covered in the Terms and Conditions **does not need to be submitted** but may be requested.

5.3.10 Ethics Policy

Available on request: Evidence that the Lead Partner will meet the **key principles of good ethical practice** (see 3.5) should be demonstrated in your response to the Ethics question in the application form. A copy of your ethics policy **does not need to be submitted** but may be requested.

5.3.11 Optional evidence

A **map, list of references** or a **Theory of Change** diagram can be **optionally** submitted a **single combined PDF** file to support your application; but these **must not exceed 5 sides of A4 in total**, or it will make your application ineligible.

Table 1: Summary of Required and Optional supporting evidence for Stage 1 and Stage 2.

Darwin Initiative Main		
	Stage 1	Stage 2
Cover Letter	Required (2 sides of A4 maximum)	Required (2 sides of A4 maximum)
Logframe	Required on Stage 1 template	Required on Stage 2 template
Budget and Financial Evidence	Only within Flexi-Grant application, no separate template or evidence required.	Required on correct Excel template. Audited or independently examined accounts for the last two years
Project Timeline	Not required	Required on Timeline template
Safeguarding Policy	Not required	Required
CVs and Job Descriptions	Not required	Required , one-page CVs or job descriptions of all the key project staff named in the application form.

Darwin Initiative Main		
	Stage 1	Stage 2
Letters of support	Not required	Required from all project partners, absence needs to be justified. Optional from key stakeholders.
Risk Register	Not required	Submitted if awarded, on Risk Framework Template, with Delivery Chain Mapping completed. Issues Log should not be completed.
Counter Fraud, Bribery and Corruption Policy	Not required	Not required, but available on request.
Ethics Policy	Not required	Not required, but available on request.
Map, List of references and Theory of Change diagram.	Optional, maximum of 5 sides of A4.	Optional, maximum of 5 sides of A4.

6 Assessment Process

All eligible applications that meet the required standard will be assessed by the **Darwin Expert Committee** (DEC), who are independent experts in biodiversity and sustainable development (see, www.darwininitiative.org.uk/about-us/).

DEC follows a strict code of practice: if any member has been involved in or is closely associated with an application, the applicant or a project partner, they **declare their interest** and play no role in its assessment or discussion at the Moderation Panel.

An overview of the process for assessment is:

- 1) **Initial Review:** Applications that are poor quality, incomplete or do not meet the essential eligibility criteria or standard will be rejected. You will be informed of the reasons for rejection.
- 2) **Independent Expert Review:** Applications are scored by at least three members of DEC, against the assessment criteria (0) to inform the discussion at the Moderating Panel.
- 3) **Moderating Panel:** DEC discusses comments and agrees the strongest applications to recommend for funding.
- 4) **Funding Decision:** Defra reviews DEC's recommendations and awards the grants.

Defra reserves the right to apply more stringent assessment at the Initial Review if the number of applications is high to ensure that the experts can robustly review those with the highest chance of being discussed at the Moderating Panel.

6.1 Results of applications

Once the Funding Decision has been made, **all Lead Applicants** (both successful and unsuccessful) **will receive notification** via email from Flexi-Grant.

If you are successful you will receive an offer of funding or, in the case of a Stage 1 proposal for a Darwin Initiative Main Project, an invitation to Stage 2.

The Darwin Initiative retains the **right to clarify any issues** raised during the application process or to award funding **subject to required amendments**. If the applicant is subsequently unable to meet the requirements of the award, Darwin Initiative retains the right to withdraw the offer.

Only unsuccessful applicants whose applications were competitive will receive feedback.

6.2 Resubmission of applications

If your application is unsuccessful, you may submit a revised application to a future round.

A resubmitted application will **only be accepted once**, unless there is prior agreement owing to exceptional circumstances or the proposed project is significantly different.

Any resubmission should include a **cover letter** with your application, outlining how you have responded to any feedback to strengthen your application.

6.3 Assessment Criteria

Applications are assessed by members of the Expert Committee against the criteria below. Unless noted, all benefits or impacts are in reference to the host country.

6.3.1 Darwin Initiative Main Assessment Criteria

The assessment of the proposal is based the following criteria; Assessors scores are added into a single score to inform the Moderation Discussion.

The **same criteria are used at Stage 1 and Stage 2**, acknowledging the differences between the two stages.

- At **Stage 1** the Assessors are looking for applicants and proposals that have the **potential to deliver a competitive proposal** at Stage 2.
- At **Stage 2**, Assessors are looking for **evidence** that proposals are **innovative and distinctive**, with a strong probability of **delivering sustainable benefits** and a **scalable approach**.

**Assessor Score = Score 1 Technical Merit of Proposed Project (0-6 points) +
Score 2 Biodiversity Impact of Project (0-6 points) +
Score 3 Poverty Reduction Benefits (0-6 points)**

Score 1: Technical Merit of Proposed Project (0-6 points)

- 1) The **methodology and budget** outlined is robust, clear and appropriate to meet the identified need and achieve the targeted outcome, with a well-defined exit strategy in place.
- 2) Demonstrates evidence of a highly **collaborative approach**, involving strong participation of **local partners, stakeholders, and communities**.
- 3) The project includes work that is **innovative and distinctive**, with targeted **Outputs and Outcomes** that are **new, additional, and measurable** (SMART), aligned to 2021 Monitoring Evaluation and Learning Guidance; it will not cut across or duplicate work already being funded or completed.
- 4) Provides a clear plan of how it will **make evidence** (including data, lessons learnt and best practices etc.) widely and publicly available.
- 5) Demonstrates how it will strengthen the **capability and capacity of local partners**.
- 6) Demonstrates **good value for money**, including the ability to **leverage** additional matched funding, in terms of the **scale** and **legacy** of the expected **impact relative to cost**.
- 7) **Risks** are identified, assessed and have **clear mitigation actions**.
- 8) The **Project Team** has the capability and capacity to deliver a high-quality biodiversity conservation-poverty reduction project as evidenced by the submitted CVs, and includes identified local partners.

Score 2: Biodiversity Impact of Project (0-6 points)

- 1) Will make a clear contribution to the biodiversity priorities identified in **national policy**, and in turn **Multilateral Environmental Agreements**.
- 2) Will raise **awareness and understanding** of the value of biodiversity and the services it provides in identified stakeholders.
- 3) Improves the conservation, restoration and sustainable use of biodiversity (including agrobiodiversity) at **genetic, species or landscape/seascape** scales.
- 4) Addresses how **environmental risks**, with a particular focus on biodiversity, will be appropriately assessed and managed
- 5) Clearly identifies **specific targeted biodiversity outputs and outcomes**, including how this will be monitoring and demonstrated.
- 6) **Integrates management** of land, water and living resources to promote conservation and sustainable use in an equitable way.
- 7) Strengthens how evidence of biodiversity and ecosystem services is **incorporated into poverty reduction objectives and economic decision making** at the local and/or national level.

Score 3: Poverty Reduction Benefits (0-6 points)

- 1) The project clearly demonstrates how it aims to **deliver lasting benefits via a clear poverty reduction objective** related to identified poor and/or vulnerable stakeholders.
- 2) Clearly identifies **specific targeted poverty reduction outputs and outcomes**, including how this will be monitoring and demonstrated.
- 3) **Upper-Middle Income Countries** projects also demonstrate that they will either:
 - have an impact in Least Developed or Low-Income Countries, or
 - contribute to the global public good, or
 - contribute to a critical issue that could not be made elsewhere.
- 4) In helping to **reduce poverty** of identified stakeholders, the project **also contributes** to the conservation and/or sustainable use of **biodiversity**.
- 5) Strong understanding of in-country Stakeholders through **evidence of engagement**, clearly identifying who, how many will benefit, and how they will benefit.
- 6) **Safeguarding and ethical issues** will be managed to a high standard.
- 7) **Gender inequality** is understood and reflected in the design, monitoring and evaluation of the project; intentional or unintentional increase inequality will be prevented.
- 8) Will deliver evidence to strengthen the **awareness and understanding** of the links between poverty reduction and biodiversity.

6.3.2 Assessment Scoring

Points	Description
6	<i>Strong Demonstration.</i> Substantial evidence presented that it meets all the of assessment criteria, with no concerns raised ; the majority of which are met to a high standard. There may be a few minor issues which if addressed may improve the project, but they are unlikely to be detrimental to the delivery of the project and should not prevent it from being funded without changes being made.
5	<i>Good Demonstration.</i> Good evidence presented that it meets most of the assessment criteria, no major concerns identified. The met criteria are mostly to a high standard. There are minor issues that could improve the project, but should not prevent it from being funded. It is likely to significantly contribute to the objectives of the Darwin Initiative.
4	<i>Acceptable Demonstration.</i> The proposed project meets most of the assessment criteria, no major concerns identified. The criteria it does meet are often to a good standard. There are a few minor issues that would improve this project which they would be advised to consider if funded. It is likely to contribute to the objectives of the Darwin Initiative.
3	<i>Moderate Demonstration</i> that the proposed project meets many of the assessment criteria, some concerns raised. Those met criteria are largely to an acceptable standard, and the concerns can be addressed. It has the potential to contribute to the objectives of the Darwin Initiative, if the issues are addressed to strengthen it.
2	<i>Weak Demonstration.</i> The project meets some of the assessment criteria, or has raised concerns. Those criteria it does meet are to a modest standard, but the application requires important changes to address the concerns and assessment criteria in order to make it competitive.
1	<i>Minimal demonstration.</i> The proposed project is unsatisfactory and meets only a few criteria, or raises important concerns. The proposal is likely to require significant revision.
0	<i>Not demonstrated.</i> The projects fails to meet any of the criteria outlined and raises serious concerns e.g. flawed approach, subject to serious technical difficulties or risks, unclearly written that it cannot be properly assessed, or is duplicative.

Annex A. Eligible Countries

Table 2 Eligible Countries

Low Income Countries	Lower Middle-Income Countries	Upper Middle-Income Countries
Afghanistan	Armenia	Algeria
Angola	Bolivia	Argentina
Bangladesh	Cabo Verde	Belize
Benin	Cameroon	Botswana
Bhutan	Congo	Brazil
Burkina Faso	Côte d'Ivoire	China (People's Republic of)
Burundi	Egypt	Colombia
Cambodia	El Salvador	Costa Rica
Central African Rep.	Eswatini	Cuba
Chad	Georgia	Dominica
Comoros	Ghana	Dominican Republic
Dem. People's Rep. of Korea	Guatemala	Ecuador
Dem. Rep. of the Congo	Honduras	Equatorial Guinea
Djibouti	India	Fiji
Eritrea	Indonesia	Gabon
Ethiopia	Jordan	Grenada
Gambia	Kenya	Guyana
Guinea	Kyrgyzstan	Iran
Guinea-Bissau	Micronesia	Iraq
Haiti	Mongolia	Jamaica
Kiribati	Morocco	Kazakhstan
Lao People's Dem. Rep.	Nicaragua	Lebanon
Lesotho	Nigeria	Libya
Liberia	Pakistan	Malaysia
Madagascar	Papua New Guinea	Maldives
Malawi	Philippines	Marshall Islands
Mali	Sri Lanka	Mauritius
Mauritania	Syrian Arab Republic	Mexico
Mozambique	Tajikistan	Namibia
Myanmar	Tunisia	Nauru
Nepal	Uzbekistan	Niue
Niger	Vanuatu	Paraguay
Rwanda	Viet Nam	Peru
Sao Tome and Principe	West Bank and Gaza Strip	Saint Lucia
Senegal		Saint Vincent and the Grenadines
Sierra Leone		Samoa
Solomon Islands		South Africa
Somalia		Suriname
South Sudan		Thailand
Sudan		Timor-Leste
Tanzania		Tonga
Timor-Leste		Turkey
Togo		Turkmenistan
Tuvalu		Venezuela
Uganda		
Yemen		
Zambia		
Zimbabwe		

Annex B. Project Team CV

All key project staff should be named in the application form and budget.

Key Project Staff includes those that make up the main project team, are critical to project success, but can be from any of the Project Partners.

You must provide a **one-page CV or job description** (if not yet recruited) for these named project staff, to demonstrate that the project will have the capability and capacity to deliver the outcome.

The table below provides a guide to relevant and useful CV information, and information that is less relevant or useful in providing the required assurance and evidence of the Project Team capability.

Useful information	What it demonstrates	How reviewers will use this
Previous roles/ positions on similar projects	Up to date and relevant expertise	If the roles listed are relevant to the proposed project, it will demonstrate appropriate experience leading or working on a similar type of project.
Skills and knowledge	Technical or Specialist skills and knowledge relevant to the proposed project role	Relevant skills and knowledge tailored to the project; it will provide evidence of the individual's match to the project
Country experience	This individual has recent experience of working in project environment (political, social, legislative etc.).	We do not expect all of the team to have worked in the host country but, we do expect some will have experience working in similar countries. This is especially valued in the senior project roles.
List and scale of project funding received	The individual is good at leading projects, managing the budgets and fulfilling reporting requirements.	Good evidence of an experienced project leader in running projects
Less useful information		
List of courses/ lectures given	The individual is a recognised teacher	Gives no indication of their ability in a non-academic setting.
List of job titles held	Range of experience	If this is a list of job titles i.e. lecturer, coordinator, researcher then it is unlikely this list will provide much useful detail.
List of published papers	Academic or scientific achievement but may not be relevant to the project	A list of all papers ever published is of little interest to reviewers. A tailored list of papers, relevant to the project, will demonstrate expertise in this area.
List of Post Graduate Students	This individual is a recognised research supervisor	Doesn't show that the individual is capable of undertaking project work, although may be relevant if the project involves significant mentoring of local students

Annex C. Awarded Grants

The **award is made to the Lead Partner**, not to an individual. The Project Leader will be the **first point of contact** for all aspects of project management (including financial management), and will be **responsible for the overall management of the project and accountability of the award**, on behalf of the institution they represent.

Contact details will be required for a **nominated individual from the finance section** of the institution to whom the award is made. This person may be identified once the grant has been offered.

Reporting Requirements

Projects must provide **Annual** and **Half Year** progress **reports** that are reviewed each year. These reports must provide robust reporting against intended objectives and include information on outputs and ethics and environmental impact.

All projects are required to submit a **Final Report** at the end of the award.

To continue receiving funding from the Darwin Initiative **reports must be complete and within deadlines**. If you do not meet these requirements your funding can be stopped.

Project datasets

Data collection, analysis, management and storage **protocols** should be established to ensure the **integrity of research findings and their subsequent use** within the research team, Darwin Initiative and eventual wider public domain.

The application should demonstrate that the **publication of results and secure data storage** has been thought through, a plan exists, and appropriate resources are included.

We encourage that where possible and appropriate data is shared directly or indirectly with **Global Biodiversity Information Facility** (GBIF.org) for wider accessibility.

Data protection and use of personal data

Information supplied in the application form, including personal data, will be used by Defra as set out in the **Privacy Notice**, available from the [Forms and Guidance Portal](#).

This **Privacy Notice must be provided to all individuals** whose personal data is supplied in the application form. Some information may be used when publicising the Darwin Initiative including project details (usually title, lead partner, project leader, location, and total grant value).

Annex D. Fellowships

Previously, Fellowships were a standalone grant within the Darwin Initiative, and details of past awards can be found on the Darwin Initiative website.

Funding for Fellowships is now possible within any of the grants to strengthen the capability and capacity of eligible countries, if it is justified and demonstrates value for money.

Fellows can draw on UK or eligible country technical and scientific expertise in the fields of biodiversity and poverty reduction to broaden their knowledge and experience.

The supervising expert for the Fellow should have a proven track record (minimum of ten years of relevant experience) and be ideally at the forefront of their discipline(s).

The Lead Partner is responsible for directly supporting, or delegating this another Partner, the administration of the Fellow's travel and entry to the UK (if required) as well as subsistence payments. Please ensure you consider the support required to secure an appropriate visa – there is no pre-agreed visa scheme for this award.

Eligibility of the individual

Darwin Fellowships will support promising individuals who:

- are working in biodiversity or poverty reduction, and intend to continue to do so,
- have at least five years' relevant work experience, or a degree from a university/equivalent higher-education institution and at least two years' work experience in a relevant field,
- demonstrate the ability and willingness to train others and/or disseminate knowledge (including for policy development) and technology upon completion,
- provide evidence of support for their application from their government or organisation,
- have a good working knowledge of the English language (if based in the UK), and
- is a national of an eligible country.

What can be funded?

A Fellow can undertake the following activities:

- formal qualifications related to the objective of the wider project and where the course is no longer than a year (PhDs are not eligible)
- broadening experience of biodiversity or poverty reduction through appropriate related work experience; this can include technical and application writing or a period of mentoring/networking with partner organisations
- developing policy skills for example, through national or international engagement

Projects should demonstrate how the Fellows' skills and knowledge acquired will be applied in the project or country.

English language training

If the proposed Fellow does not have an adequate working knowledge of English it is strongly recommended that they consider taking an English language course early, especially if they intend to undertake training in the UK.

Annex E. Biome, Action and Threat Typologies

To support analysis, projects should indicate in the application between 1 to 3:

- **biomes** that are of focus using the [IUCN Global Ecosystem Typology 2.0](#) (see Table 3) and
- **actions** that characterise their approach using the [IUCN – CMP Unified Classifications of Conservation Actions Needed \(Version 2.0\)](#) (see Table 4).
- **threats** you intend to mitigate as they placing pressure on biodiversity using [IUCN Threats Classification Scheme \(ver. 3.2\)](#) (see Table 5).

Please refer to the original IUCN publications for greater detail.

Table 3: Realms and Biomes of the IUCN Global Ecosystem Typology 2.0

<p>1. Terrestrial Realm</p> <p>1.1. Tropical-subtropical forests</p> <p>1.2. Temperate-boreal forests & woodlands</p> <p>1.3. Shrublands & shrubby woodlands</p> <p>1.4. Savannas and grasslands</p> <p>1.5. Deserts and semi-deserts</p> <p>1.6. Polar-alpine</p> <p>1.7. Intensive land-use systems</p> <p>2. Subterranean Realm</p> <p>2.1. Subterranean lithic systems</p> <p>2.2. Subterranean freshwaters</p> <p>2.3. Anthropogenic subterranean freshwaters</p> <p>2.4. Subterranean tidal systems</p> <p>3. Freshwater Terrestrial Realm</p> <p>3.1. Palustrine wetlands</p>	<p>4. Freshwater Realm</p> <p>4.1. Rivers and streams</p> <p>4.2. Lakes</p> <p>4.3. Artificial fresh waters</p> <p>5. Freshwater Marine Realm</p> <p>5.1. Semi-confined transitional waters</p> <p>6. Marine Realm</p> <p>6.1. Marine shelves</p> <p>6.2. Pelagic ocean waters</p> <p>6.3. Deep sea floors</p> <p>6.4. Anthropogenic marine systems</p> <p>7. Marine Terrestrial Realm</p> <p>7.1. Shoreline systems</p> <p>7.2. Supralittoral coastal systems</p> <p>7.3. Anthropogenic shorelines</p> <p>8. Freshwater Marine Terrestrial Realm</p> <p>8.1. Brackish tidal systems</p>
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Table 4: Level 2 Actions under the IUCN – CMP Unified Classifications of Conservation Actions Needed.

Level 2 Actions	Level 3 Actions
1. Land/water protection:	site protection, resource/habitat protection
2. Land/water management:	incl. invasive species control, and restoration
3. Species management:	species focused, incl. harvesting, trade, reintroductions, ex situ
4. Education & awareness:	formal and informal, training
5. Law & policy:	legislation, regulations, standards and codes, compliance and enforcement
6. Livelihood, economic & other incentives:	enterprises, substitutions, market tools, conservation payments and non-monetary values
7. External Capacity Building:	e.g. creating or providing non-financial support and capacity building, forming and facilitating partnerships, raising and providing funds for conservation work

Table 5: Level 1 under the IUCN Threats Classification Scheme (ver. 3.2)

Level 1 Threats
1. Residential & commercial (incl. tourism) development
2. Agriculture & aquaculture (incl. plantations)
3. Energy production & mining (incl. renewables)
4. Transportation & service corridors
5. Biological resource use (hunting, gathering, logging, fishing)
6. Human intrusions & disturbance (recreation, war)
7. Natural system modifications (fires, dams)
8. Invasive & other problematic species, genes & diseases
9. Pollution (domestic, commercial, agricultural)
10. Geological events
11. Climate change & severe weather
12. Other threats