Darwin Initiative Annual Report

Important note: *To be completed with reference to the Reporting Guidance Notes for Project Leaders: it is expected that this report will be about 10 pages in length, excluding annexes*

Submission Deadline: 30 April

Darwin Project Information

Project Reference	20-023
Project Title	An integrated approach to enhancing socio-ecological resilience in coastal Mozambique
Host Country/ies	Mozambique
Contract Holder Institution	Zoological Society of London
Partner institutions	Associação do Meio Ambiente (AMA), Bioclimate, Research & Development Ltd. (Bioclimate), Coastal Oceans Research and Development in the Indian Ocean (CORDIO), Faculdade de Ciências Sociais e Humanas - Universidade Nova da Lisboa (FCSH-UNL), Universidade Lúrio (UniLúrio)
Darwin Grant Value	£327,643
Start/end dates of project	1st August 2013 – 31st July 2016
Reporting period (eg Apr 2013 – Mar 2014) and number (eg Annual Report 1, 2, 3)	Aug 2013 – Mar 2014
Project Leader name	Dr Nicholas Hill
Project website	
Report author(s) and date	Drs Nicholas Hill and Heather Koldewey, 30th April 2014

1. Project Rationale

The coastal area between Mocímboa da Praia and Rovuma River has some of the highest levels of marine biodiversity in East Africa, shows evidence of resilience to coral bleaching and has suffered less from anthropogenic impacts than other areas regionally. At the same time, its coastal communities are among the poorest in Mozambique, with high dependence on marine resources. Marine biodiversity and livelihoods are threatened by socioeconomic changes caused by growing populations, increasing linkages to markets for marine products, illegal and foreign commercial fishing, luxury tourism developments that are often poorly integrated with local communities, and most recently the exploitation and refining of natural gas. Little work seeking to integrate conservation and development is focused in this area, which contrasts starkly with the Quirimbas National Park area, 100km further south. Mozambique's legislation supports co-management but currently there is little capacity for implementing it. The project addresses the key challenges of building local capacity and resources for co-management, creating incentives for conservation and diversifying livelihoods. They are important for local communities, the Mozambican government and conservation organisations; and were identified by discussions between all partners informed by their extensive experience of working in the region, and with local communities and government.

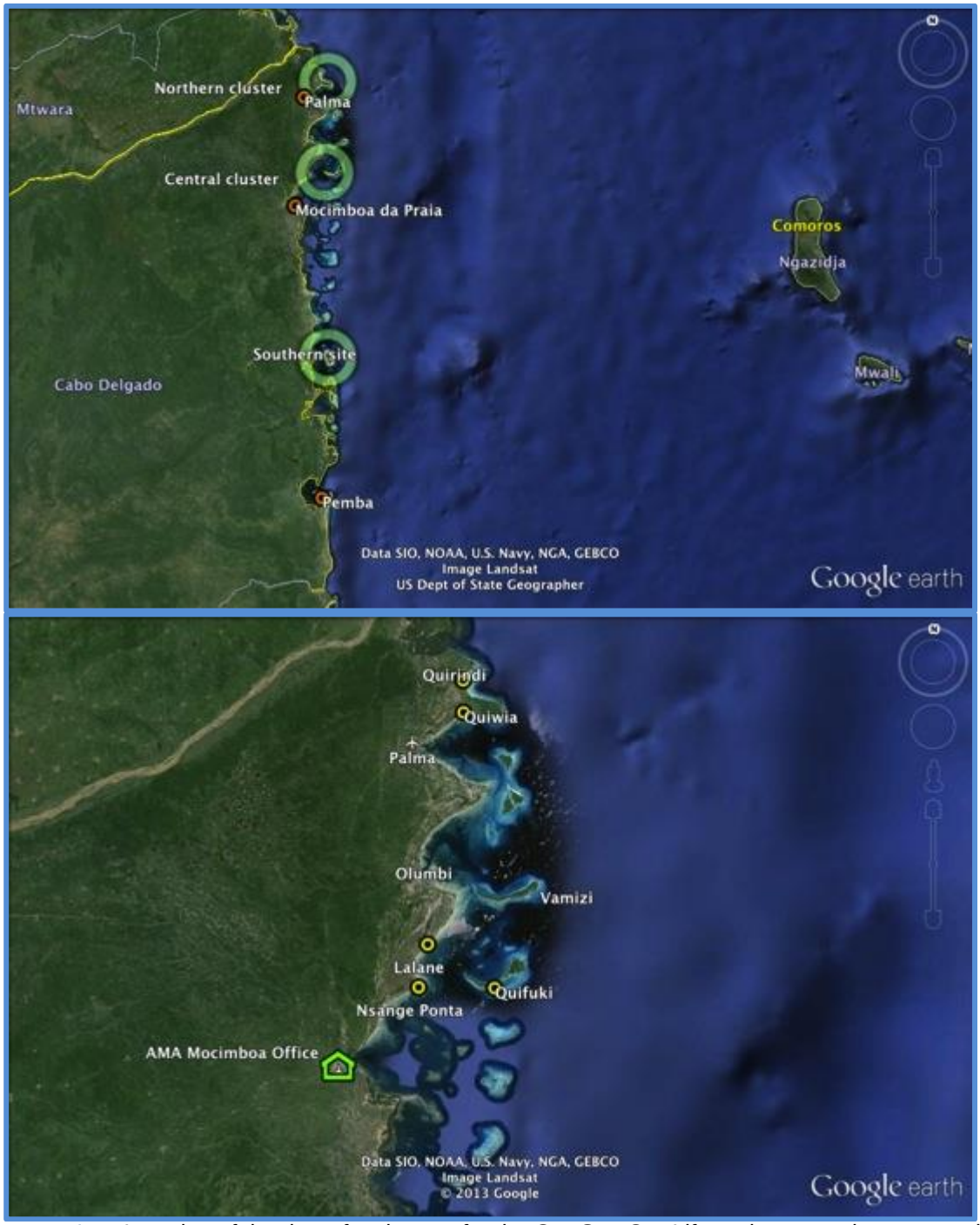

Figure 1: a) Location of the three focal areas for the Our Sea Our Life project – northern, central and southern - in Cabo Delgado Province; 1b) Location of the five villages included in the baseline surveys (Annex 4).

2. Project Partnerships

Achievements

This project has six partner organisations, including two in the host country of Mozambique, and is highly collaborative with a strong identity. This strength has come from previous experience and working relationships between a number of the project partners combined with the engagement, enthusiasm and active participation of the project partners in planning and decision making. During the project inception visit (August 2013), the team adopted a locally relevant and meaningful name for the project: "Nosso Mar, Nossa Vida" – which means "Our Sea Our Life" – and translates well into local languages e.g "Bary-eto nde maichy-eto" in Kimwani. This has subsequently developed into one of AMA's key programmatic areas, particularly with the addition of new funding that enabled expansion of the scope of the Darwin project. First, Bioclimate and AMA were awarded a DFID-GPAF grant for a project focused on improving the income of 540 female fishers in Mozambique. The Darwin project team were also successful in their application (as outlined in section 15c of our Darwin proposal) to the European Commission's (EC) call under the Thematic Programme for Environment and Sustainable Management of Natural Resources including Energy (ENRTP).

An overarching MoU has been developed for the project, as well as individual MoUs between ZSL (as the lead organisation) and each partner. A combined budget has been developed that includes the new funds and responds to the management and reporting requirements of each of the funding sources. A more detailed contract is in the final stages of completion as required by the EC funding.

In addition to individual organisational visits to deliver specific project activities, all project partners have convened in Mozambique on three occasions since the project began:

1. August 2013 – Pemba and project sites (scoping) - project initiation, site visits, discussion with local authorities, training and project planning.
2. October 2013 – Maputo, Pemba and project sites – meetings with national government agencies, presentations and workshops at the WIOMSA symposium (see sections 9 and 10), project management and administration, staff training.
3. February 2014 – Pemba and project sites – project management and administration, biological and socioeconomic surveys.

We have developed good relationships with the government's Institute for the Development of Small Scale Fisheries (IDPPE) and Fisheries Research Institute (IIP), who are actively engaging with us and interested in the model we are aiming to develop, and also with the managers of the Quirimbas National Park. We have developed a strong regional network, including developing linkages and exchanging information with other organisations working in the region, notably WWF, FFI and IUCN. We have also positively explored closer engagement with a research project run by the Stockholm Resilience Centre and the University of Exeter – the Ecosystem Services for Poverty Alleviation (ESPA)-funded SPACES project. This exciting opportunity offers potential to strengthen the socioeconomic research underpinning our activities and we will be developing these ideas further over the next year.

Lessons

One of the main findings from our preliminary site visits was the rapidly changing landscape with regards to the oil and gas developments in Cabo Delgado, involving the movement of significant numbers of people (from relocation) between villages. This led us to the conclusion that there was a need to cluster neighbouring villages into management units, and that it would be very hard to have impact on two villages if we were to focus on these two villages alone. The positive funding news provided an opportunity for us to plan accordingly to these findings. Within these clusters (Figure 1), two villages (Lalane and Nsangue Ponta, Palma District) are receiving the full set of interventions planned under Darwin, and others will receive the subset of interventions planned by DFID-GPAF for female intertidal fishers. The EC funding is now starting to expand the Darwin interventions to the other villages within these clusters, and add on the additional work packages that are included in the ENRTP proposal.

Local authorities have given their backing to the project, and project staff have been recruited and have now settled into these villages and engaged with communities. There are still some

logistical challenges as we have not yet secured affordable office space and accommodation for project staff both in the field and in Pemba, owing to the rapid increase in rental prices accompanying the rapid expansion of the oil and gas industries in the area. As a result, and through the EC funding support, we have initiated the construction of an office with accommodation, which will enable us to control our accommodation costs within budgeted levels over the course of the Darwin project for both the Mozambican project staff and the international visitors.

Strengths

The project partners have very clear roles in the project which has quickly built respect and appreciation of the complementary skills each partner brings. The team combines strong research and management skills, combined with local experience and networks. This is also offering additional opportunities to build capacity within the team.

The response to the project has been positive at all levels, from communities to national government. We have also identified a number of positive collaborative opportunities with NGOs and research institutions working in Mozambique which could help maximise the potential and required outcomes of the Darwin grant (detailed later).

Challenges

We have undergone a number of staff changes within AMA since the project began. The most significant of these was that the Executive Coordinator (equivalent to director), Vivaldino Banze, left AMA shortly after we received notification of the Darwin award. Tomas Langa replaced Vivaldino in July, resulting in the late start of the Darwin project (agreed in the change request) while the organisation went through some restructuring. Capacity of technical staff in Mozambique is relatively low and some of the initial hires proved to be unsuitable for the required tasks within the Darwin project. Due to the additional funding and projects, there were also some moves of personnel among sites and funding streams. We are now confident we have a strong and stable Darwin project team, with training needs identified and plans being put in place to address these.

Unprecedented bad weather hit the project area at the beginning of 2014 which has affected our project. The only road bridge between Pemba and our project sites was washed away and the excessive rains caused a major outbreak of malaria which affected a number of the project staff and/or their families. This obviously impacted access to project sites and the staffing levels to complete activities.

3. Project Progress

3.1 Progress in carrying out project activities

In general project activities are on target, or have been slightly delayed by poor weather and staffing. However, all delayed activities are scheduled into the first quarter of year 2 of the project, so we do not see these delays having major negative impacts on the project.

Output 1*. CCPs with three user groups and integrating women formally established in two pilot villages and supported to develop and implement co-management plans through (a) the delivery of training courses targeting CCP members and supporting institutions (AMA, IDPPE, District Service of Economic Activities – DSEA) and (b) the collection and feedback of relevant biological and socioeconomic data.*

Sites have been selected – Lalane and Nsangue Ponta (both in the District of Palma, Province of Cabo Delgado). As the process of establishing VSLAs is closely linked to the process of CCP establishment, both initiatives are underway. This process was held up by the logistical challenges associated with floods, washing away of bridges, and the training and induction of project staff and their engagement with the communities. We anticipate that we will have the basis for a functional CCP in place this year. Formalisation of this group at the level of the authorities tends to be slow, so we are developing good relationships with relevant authorities who remain closely engaged with the project.

Baseline socioeconomic and biological (including fisheries) assessments have been completed and are detailed in Annex 4. This has informed the formation of resource user groups, which is now underway in connection with the establishment of VSLAs and CCPs.

Cross-visits to other sites with CCPs to learn lessons and share experiences has already happened. Workshop and training-of-trainers slightly delayed due to weather events and due to happen in first quarter of year 2 of the project.

Participatory resource maps completed with habitat and resource mapping under way. Participatory development of co-management plans to be undertaken in first quarter of year 2.

Output 2. *Equitable and robust Community-PES schemes reinforcing the implementation of co-management plans in the two pilot villages, and supported by local authorities and private sector actors.*

These activities will start to move ahead in the next quarter of the project. Due to the delayed start to the project we were not able to overlap with IUCN Fair Coasts. However, we are in discussion with IUCN about Fair Coasts 2 in order to coordinate this workshop. We are also exploring other routes to connect with the oil and gas industry in the region through project partners and collaborators.

Output 3. *VSLAs established and Village Agents trained in two pilot villages, increasing the capacity of villagers to manage income from PES and improve living conditions, and supporting investment in new sustainable enterprises.*

The socioeconomic baselines have been established through the collection, analysis and feedback of data from household surveys and participatory rural appraisal. The full socioeconomic reports are provided in Annex 4. VSLA training of the relevant project staff has also been completed and those technicians are now starting to implement VLSAs in the two project villages.

Ouput 4. *New sustainable enterprises developed through the provision of training and linking to relevant markets, increasing levels of livelihood diversification.*

This has partly been progressed through the socioeconomic surveys (Annex 4). Discussion with Ocean Sole (formerly The FlipFlop Recycling Company), tourism operators and other market actors has also been initiated.

3.2 Progress towards project outputs

Overall, we are on target to meet the project outputs and in general the indicators seem appropriate. The socioeconomic and biological reports (Annex 4) are substantial contributions to the project and have effectively set the baseline information we needed. This has enabled us to set these figures in the logframe as requested by Darwin (see Annex 1) and to understand the communities better.

Establishing CCPs at a community level is progressing, but the governmental processes of getting the Statutes approved are highly bureaucratic and may take longer than initially anticipated. We are building relationships with the appropriate government agencies to help us understand that process and make it as efficient as possible. As this is a paperwork process, an indicator that more accurately reflects local approval of the CCP and the effective functioning of the CCP would relate to the CCP's development of management plans.

The VSLA training has happened and the technicians are already discussing these with the local communities and identifying potential members. No VSLAs have yet been formed due to the delayed start to the project.

During the socioeconomic surveys and early stages of the project team are getting to know the villagers and understanding their needs and aspirations. Some early progress has occurred in the form of small groups developing with the support of the technicians with the intention to improve particular aspects of their livelihoods, including a group of women that aim to pool resources in order purchase a small area that they can use for matt weaving. The main thrust of this work will start in the next few months once VSLAs and resource user groups are formed. However, based on the recent socioeconomic survey work, we now know that the average

dependency on fishing for income (measured as a percent score contribution of fishing to income) is 57.4% for Lalane and 63.4% for Nsangue Ponta. Therefore, indicators 3 and 4 should be amended to “achieve a reduction in the percent score of fishing as a proxy for reduction of dependency on fishing for income from 57.4 for Lalane and 63.4 for Nsangue Ponta”.

3.3 Progress towards the project Purpose/Outcome

The Purpose/Outcome was defined in the final revised and approved version of the application as: The project will develop the mechanisms and capacity [an approach] for incentivising and sustaining co-management of marine and coastal areas in northern Mozambique in a way that involves women and diversifies the livelihood base of coastal communities that are dependent on marine resources. Immediate beneficiaries will be two pilot coastal villages between the Rovuma River and Mocímboa da Praia, Mozambique, where wellbeing will be enhanced due to increased livelihood security and an improvement in the condition of marine biodiversity. Other key beneficiaries will be local NGOs and government authorities who will have the mechanisms and capacity to replicate this co-management approach.

Based on the project team’s experiences to date, these remain useful and appropriate indicators and we remain on track to meet the project outcome.

We have identified two villages (Lalane and Nsangue Ponta, Palma District, Province of Cabo Delgado) and two technicians are now based full time in these villages. Within the communities, we have already started engaging women in the development of CCPs and management through the socioeconomic and biological baselines which involved engaging women to identify their fishing grounds and understand more about the species they fish.

Biological surveys have enabled us to set baselines for the biomass of key fisheries species and key biodiversity metrics quantified during the baseline surveys for coral reef areas surrounding the target sites (see the biological baseline report, Annex 4). Of concern was that the abundance and biomass of fish surveyed in February 2014 was low, indicating high fishing pressure. In addition, species richness had declined since a previous survey in the area carried out by CORDIO in 2009 from 110-135 to 99-111, likely due to a combination of fishing pressure and reef degradation, possibly from post-bleaching collapse. Richness of corals in the study area is the highest in the WIO region (Obura 2012). However richness at the site level varies tremendously, and earlier work (Obura unpubl. 2011) shows sites with very high and relatively low diversity, depending on the habitat and level of fishing and bleaching impacts locally. Any increase in diversity that may result from management during the project will be monitored by tracking species richness per site over time. Fishery surveys were completed that provided catch per unit effort figures for monitoring and the fishing methods documented. Technicians have been trained in the collection of fish catch data.

Socioeconomic surveys also enabled baselines to be set for the project sites (Annex 4). The averages for locally-defined food insecurity indicators is 42.15% for Lalane and 45.8% for Nsangue Ponta. Additionally, 23.5% of households in Lalane and 22% of households in Nsangue Ponta consumed three or less food groups per day (defined as the limit for Poor Dietary Diversity). The levels of perceived poor quality of life are high, particularly in Lalane where 62.7% of respondents considered themselves slightly unsatisfied and not at all satisfied with their current lives (30% in Nsangue Ponta). For material style of life, (i) the percentage of dwellings with zinc roofs is 10% in Lalane nad 0% in Nsangue Ponta; (ii) percentage of households owning a sleeping mattress is 18% in both communities; (iii) percentage of households owning a solar panel is 4% in Lalane and 0% in Nsangue Ponta. See the baseline socioeconomic report for more detail.

In terms of livelihoods, the average number of non-fishing occupations for fishing households in Lalane is 1.2 and for Nsangue Ponta is 1.1. Therefore, this indicator should be changed to “Increase the average number of non-fishing occupations for at least 150 fishing households to 2 from 1.2 (Lalane) and 1.1 (Nsangue Ponta)”. Currently, fishing is the main source of income for 62% of households in Nsangue Ponta and 54.9% in Lalane.

3.4 Goal/ Impact: achievement of positive impact on biodiversity and poverty alleviation

Our application set a desired impact of: 'Social and ecological resilience is improved for Mozambique's coastal poor communities, including women, as a result of marine biodiversity conservation through co-management and increased livelihood security'.

In the relatively early days of the project, the social and ecological data collected has set the baseline to know how the project interventions that are now underway will make an impact.

4. Project support to the Conventions (CBD, CMS and/or CITES)

This project aims to support the CBD. The institution responsible for oversight of the NBSAP is the Ministry for the Coordination of Environmental Affairs (MICOA). A preliminary meeting was held with the Director of MICOA in Maputo by some of the Darwin team (AMA, CORDIO, Bioclimate) on 2nd November 2013 to introduce the project.

Of the activities to date, consultation with communities and engagement in baseline setting (see Annex 4 for livelihood surveys) in the two project villages contributes to Mozambique's National Biodiversity Strategy and Action Plan (NBSAP) and the CBD by complementing efforts to involve coastal communities in the management and benefit-sharing from the sustainable use of biological diversity.

5. Project support to poverty alleviation

Mozambique is one of the poorest countries in sub-Saharan Africa, and is classified by OECD as a least developed country. Coastal communities in the area between Rovuma River and Mocímboa da Praia have some of the highest levels of chronic malnutrition in the country, and average daily incomes of less than US$1 per capita. Our baseline socioeconomic surveys in focal communities in the region confirmed low levels of wellbeing, high food insecurity and few livelihood options with a heavy reliance on fishing. Biological surveys suggest these fisheries resources are in rapid decline and indicative of a heavily overfished system. These findings reinforce the value of the project and the urgency of providing social and environmental interventions before the marine resources are further depleted, further exacerbating local poverty.

6. Monitoring, evaluation and lessons

Progress against project activities is monitored through regular Skype meetings (weekly with AMA and monthly with the whole Darwin project team). Monthly written reports are submitted by each project partner and compiled into a combined project monthly report on ZSL's internal electronic database (the ZSL Projects Database). Trip reports are also completed by ZSL staff which document meetings and evaluate the project against a set of standard criteria, including health and safety. Poor communication infrastructure has hampered a number of the Skype and telephone calls, especially when multiple partners are joining the call from different locations/countries. The lack of internet at project sites also complicates communication and can delay reporting. We are actively exploring a variety of options to try and find more reliable communication approaches. The project team benefited from the face-to-face meetings during combined project visits in August, October/November and February. In addition, ZSL and Bioclimate have met twice at the ZSL offices in London and Nick Hill has also spent a day in planning meetings at the Bioclimate offices in Edinburgh.

Language has also complicated and/or slowed reporting, as some of the project team do not speak any English. This means that emails, meeting minutes and monthly reports often need translation or need to be written in both languages when they are important to share with the entire project team. Receipts and financial reports from AMA are all in Portuguese so also need translating before submission to ZSL's accounting and audit process as well as to Darwin. We have improved this through hiring an operational support team member at ZSL who is bilingual (under the EU grant). Comprehension is also critical when working in two languages to

effectively implement activities, so we are providing written support for key activities to avoid confusion or misunderstanding.

In terms of scientific monitoring and evaluation of the biodiversity and socioeconomic impacts of the project, we are performing on or above target. We are employing a Before-After-Control-Impact (BACI) design to monitor the biodiversity and socioeconomic indicators and evaluate impact. The reports in Annex 4 demonstrate the results of the 'Before' surveys and the quality of scientific data collection, with FCSH-UNL responsible for technical support and design of socioeconomic monitoring methods and CORDIO responsible for technical support and design of biodiversity monitoring methods. Due to the relatively low technical skills of some project staff, we are adding further training to ensure we also build national capacity through this project.

As proposed, we have also engaged local MSc students in the project through UniLúrio, and have secured independent funding for a PhD student starting in autumn 2014 through the Imperial College NERC London Doctoral Training Programme. This student will be co-supervised by Nick Hill and Sergio Rosendo. We are also exploring further research linkages through the ESPA-funded SPACES project run by the Stockholm Centre for Resilience and the University of Exeter.

7. Actions taken in response to previous reviews (if applicable)

Not applicable

8. Other comments on progress not covered elsewhere

Mozambique has experienced some political instability since the project began although this has not affected the project area. As part of normal safe operating procedure, we regularly monitor the FCO website guidance as well as using local networks through our in-country partners. Additional precautions were adopted in transiting the project vehicle from Maputo to Pemba i.e. it joined a military-escorted convoy though the Sofala Province. Nick Hill and Heather Koldewey met Shawn Cleary, the British High Commissioner to Mozambique while in Maputo in Oct/Nov 2013 to receive direct advice, as well as to introduce the project.

9. Sustainability

The team has worked hard to build the profile of the project nationally and to ensure it has the full support of the relevant government agencies which is a key factor determining long term sustainability. During the start-up visit in August 2013, meetings were held with the provincial officials of the Institute for the Development of Small-scale Fisheries (IDPPE) and Fisheries Research Institute (IIP) and a one page-project briefing (in Portuguese) was disseminated. In Oct/Nov 2013, the project was introduced at a national level, with representatives from the project team (including the national organisations) holding a series of briefing meetings and discussions with relevant government agencies, including the Ministry of Fisheries (ADNAP) - Simeo Lopes (Director General) and Claudia Tomas (Head of Fisheries Management Division) on 30th October 2013; EU Delegation to Mozambique on 1st November 2013; Sean Cleary (British High Commissioner to Mozambique, Foreign and Commonwealth Office) on 2nd November 2013. These meetings were followed up by Tomas Langa (AMA) with letters providing more information about the project and responding to any queries raised in the meeting.

In Oct/Nov 2013, the project was profiled nationally at the West Indian Ocean Marine Science Association (WIOMSA) biennial conference which took place in Maputo. The special session on Cabo Delgado (held 31st October 2013) enabled interested scientists and NGO representatives to meet and discuss conservation issues in the province and exchange information. The Darwin project was profiled and discussed during the special session and at a subsequent workshop (from 3 Mozambican universities) and NGO representatives with a smaller working group of national (AMA, UEM, UniLurio, CEPAM) and international organisations (Darwin project team, WWF, FFI, GIZ, Rare, Stockholm Resilience Centre).

10. Darwin Identity

From 21-27 October 2013, Nick Hill and Heather Koldewey attended the *3rd International Marine Protected Areas Congress (IMPAC3)* held in Marseilles, France. This event attracted 1,200 attendees from 90 countries, including Mozambique. The team attended presentations and workshops and were able to discuss the implementation and management of locally managed marine areas with a range of organisations. In addition, they met Paula Santana Afonso - National Director for IIP (Ministry of Fisheries, Mozambique) and were able to introduce the Darwin project.

The Darwin project was presented at the 8th West Indian Ocean Marine Science Association biennial conference which was held jointly with the Universidade of Eduardo Mondlane in Maputo, Mozambique from 28th October to 2nd November 2013. A special session on Cabo Delgado was included in the programme which was facilitated by Nick Hill and chaired by Heather Koldewey.

http://www.wiomsa.net/index.php?option=com_content&view=article&id=533&Itemid=395

The project has a clear identity of: “Nosso Mar, Nossa Vida” or “Our Sea Our Life”, which has now expanded beyond the Darwin project to encompass the wider remit of the GPAF and EC funds. We retain clear identity on the Darwin project components and deliverables and ensure that Darwin is acknowledged verbally, in writing or visually in meetings, reports and presentations.

There was little or no familiarity with the Darwin Initiative among the government agencies and communities within Mozambique at the start of the project, so we have taken time to explain both the project and the purpose of the Darwin Initiative.

11. Project Expenditure

Table 1 project expenditure <u>during the reporting period</u> (1 August 2013 – 31 March 2014)

Instead of starting in April 2013, the project was only able to get started with fieldwork in August 2013 owing to a combination of (a) the late date of notification of the award and (b) a change in the leadership at AMA and associated re-structuring of the organisation. This was agreed with Darwin and a formal change request was submitted and approved. Distribution of funds across the financial years: instead of being spread across three (3) financial years, to be spread across four (4) financial years from 2013/2014 to 2016/2017. This does not involve a change to the total quantity of grant requested (£327,643), nor to the amount of time for the fieldwork.

Current Year's Costs	**2013/14**	**2013/14**	**Variance**	**Comments (please explain any variance)**	**diff £**
	Grant	**Total actual Darwin Costs (£)**	**%**		
	(£)				
Staff costs				There has been a high level of staff changeover during project start up and after the EC project funds came online owing to the larger scope of that project. However, we now have a very good team in place that is much better settled.	
Consultancy costs				Owing to the worst weather on record for a long period of time, we were unable to purchase the project boat, and therefore we have not yet hired a Boat Captain. Additionally, because of the weather some of the research assistants planned to be used for the planned socioeconomic work between 23rd Feb and 10th Mar 2014 had to drop out at the last minute, and therefore the expenses were lower than anticipated	
Overhead Costs					

Travel and subsistence				Flight and accommodation costs in Mozambique are much higher than anticipated and are growing very rapidly. Following the success of the EC-ENRTP proposal we are now able to look at ways to keep these costs manageable, including being able to construct an office with accommodation in Mocimboa da Praia	
Operating Costs				Conference costs includes flights for Tomas Langa and Ercilio Chauque for VSLA and WIOMSA conferences	
Capital items (see section 7)				We have not been able to purchase the project boat as planned in Feb/Mar 2014 because of the weather problems which washed away the only road bridge between Pemba and our field sites	
Others (see section 8)				Through reducing access to the field sites we have not finished collecting the relevant information for developing the training materials, and have therefore not started producing them. This will happen in FY2 instead.	
	£75,016	£72,394.55	3.49%		£2,620.99

Capital items – description	**Capital items - location**	**Capital items – cost (£)**
Toyota Hilux	AMA, Pemba, Mozambique	Equivalent of £27,266.65 of which £4,936 funded by Darwin. Remainder funded through match funding sources.
Camera Canon G1X + case for CORDIO underwater surveys	CORDIO, Nairobi, Kenya	

2 x Acer netbooks, model 2HG, for field technicians 2 x Lenovo laptops, model 2181, for project technicians GoPro Hero 3 (for underwater video)	AMA, Pemba, Mozambique AMA, Pemba, Mozambique CORDIO, Nairobi, Kenya	

Other items – description	Other items – cost (£)
Petrol for all fieldwork Stationary and printing (excluding workshops and project documentation)	

We would like to request the carryover of £XXXX into the 2014/15 annual budget which would be allocated to the boat purchase. We have experienced unprecedented and extreme weather conditions in the last few months which caused unanticipated delays. Logistically this compromised project operations and caused delays, especially as the only road bridge between Pemba and our field sites was washed away and many of the team were adversely affected by the severe outbreak of malaria at the time. We hope these exceptional circumstances might justify the reallocation of this sum into the 2014/15 annual budget.

12. OPTIONAL: Outstanding achievements of your project during the reporting period (300-400 words maximum). This section may be used for publicity purposes

I agree for the Darwin Secretariat to publish the content of this section (please leave this line in to indicate your agreement to use any material you provide here)

Annex 1: Report of progress and achievements against Logical Framework for Financial Year 2013-2014

Project summary	Measurable Indicators	Progress and Achievements April 2013 - March 2014	Actions required/planned for next period
Goal/Impact Social and ecological resilience is improved for Mozambique's coastal poor communities, including women, as a result of marine biodiversity conservation through co-management and increased livelihood security.		Project activities in Mozambique started on 1st August 2013 as per the change request and half year report. Since that time, the main progress and achievements has been to establish the project in the target area (including site selection, establishment of biological and socioeconomic baselines and understanding local needs and enterprise opportunities, identification of resource user groups, and training staff in the implementation of VSLAs).	[redacted]
Purpose/Outcome (this is taken from the Response Letter dated 22nd March 2013) The project will develop the mechanisms and capacity [an approach] for incentivising and sustaining co-management of marine and coastal areas in northern Mozambique in a way that involves women and diversifies the livelihood base of coastal communities that are dependent on marine resources. Immediate beneficiaries will be two pilot coastal villages between the Rovuma River and Mocímboa da Praia, Mozambique, where wellbeing will be enhanced due to increased livelihood security and an improvement in the condition of marine biodiversity. Other key beneficiaries will be local NGOs and government authorities who will have the mechanisms and capacity	(taken from the Response Letter dated 22nd March 2013) Indicator 1: Community fisheries councils (CCPs) in two pilot villages (one CCP per village) have developed and are actively implementing co-management plans (from a baseline of 0) covering key fisheries species and at least 200 ha of marine and coastal areas by year 3. Indicator 2: At least 30% of the 25 members per CCP and elected officials in the two pilot villages are women (representing 500 intertidal harvesters) by year 3, from a baseline of 0%. Indicator 3: Decreasing trends in biomass of key fisheries species (as identified in co-management plans in year 1 with baselines set	Indicator 1: We have identified two villages (Lalane and Nsangue Ponta, Palma District, Province of Cabo Delgado) and two technicians are now based full time in these villages. Indicator 2: We have already started engaging women in the development of CCPs and management through the socioeconomic and biological baselines which involved engaging women to identify their fishing grounds and understand more about the species they fish. Indicator 3: Biomass of key fisheries species and key biodiversity metrics quantified during the baseline surveys for coral reef areas surrounding the target sites. Additionally, creel surveys completed resulting in catch per unit effort figures for monitoring (see the biological baseline report, Annex 4). Indicator 4: A preliminary list of species has been generated based on creel	Indicator 1: Establishment of CCPs, engaging IDPPE in the process and formalisation of the CCPs. IDPPE will be visiting the sites within the next few weeks (planned for March 2014 but delayed by floods and washing away of bridge). Identifying the key thought leaders and influential people within communities to engage in the CCPs. Indicator 2: Identifying the key leaders within women's fisheries based on surveys completed so far. Establishment of VSLAs for female intertidal fisheries consisting of people that will be engaged in the CCPs. Provide training in monitoring of intertidal fisheries. Indicator 3: Establishment of resource user groups within communities, which will be integrated with VSLAs and formalised within the CCPs. Continuation of fisheries monitoring work within the communities.

to replicate this co-management approach.	through underwater visual census in year 1) and key biodiversity metrics halted or reversed within pilot CCP management areas by year 3. Indicator 4: Increasing trends in populations of 5 flagship IUCN red list species within CCP management areas by year 3. Indicator 5: Set baseline in year 1 through household baseline surveys and achieve an average of at least 30% improvement in locally-defined food security indicators for the households (n=500 households) within the two pilot villages by year 3, including measures such as the number of meals taken with protein, expenditure on food, and number of meals skipped by mothers. Indicator 6: Set baselines in year 1 through household baseline surveys and achieve an average of at least 20% improvement in locally-defined wellbeing scores and material style of life indexes for households (n=500 households) within the two pilot villages by year 3. Wellbeing will be assessed using subjective quality of life approaches applied to fisheries (Britton and Coulthard, 2013, Coulthard et al 2011) and quantitative indicators e.g. the proportion of households with tin roofs (currently at around 20% for the area). Indicator 7: At least 150 fishing	surveys and underwater visual census (see biological baseline report, Annex 4). Technicians have been trained and continue to collect fish catch data. The final selection of species will be decided in 2014 based on a larger dataset. Indicator 5: Baselines set through socioeconomic surveys. The averages for locally-defined food insecurity indicators is 42.15% for Lalane and 45.8% for Nsangue Ponta. Additionally, 23.5% of households in Lalane and 22% of households in Nsangue Ponta consumed three or less food groups per day (defined as the limit for Poor Dietary Diversity). See the baseline socioeconomic report for more details. Indicator 6: Baselines set through socioeconomic surveys. The levels of perceived poor quality of life are high, particularly in Lalane where 62.7% of respondents considered themselves slightly unsatisfied and not at all satisfied with their current lives (30% in Nsangue Ponta). For material style of life, (i) the percentage of dwellings with zinc roofs is 10% in Lalane nad 0% in Nsangue Ponta; (ii) percentage of households owning a sleeping mattress is 18% in both communities; (iii) percentage of households owning a solar panel is 4% in Lalane and 0% in Nsangue Ponta. See the baseline socioeconomic report for more detail. Indicator 7: Baselines set through socioeconomic surveys. The average number of non-fishing occupations for fishing households in Lalane is 1.2 and for Nsangue Ponta is 1.1. Therefore, this indicator should be changed to “Increase the average number of non-	Indicator 4: Linked with indicator 3. Indicator 5: Based on the results of the socioeconomic surveys, explore opportunities for the establishment / enhancement of non-fishing income generating activities. Opportunities already being explored include building on handicraft opportunities (particularly the matt weaving and coco hemp products) and production of garden vegetables. During the next period we will bring relevant experts to the area to advise on feasibility and develop an outline business and training plan. Additionally this is linked to establishment of VSLAs (indicator 7). Indicator 6: Linked to indicator 5. Indicator 7: Linked to indicators 5&6. Indicator 8: VSLAs to be established and savings meetings to start within the next few months. Indicator 9: Continue engagement with IDPPE, IIP and Quirimbas National Park. Develop communications plan for the project within the broader programme linked to EC-ENRTP project.

	households from the pilot communities report an increase in the number of non-fishing occupations contributing income to the household from an average of 0 to 1 (agriculture is generally a non-monetary occupation within this area) by year 3. Indicator 8: At least 250 households (from a total of 500 households across pilot villages) engaged in VSLAs with an average of £17 each in savings by year 3, from a baseline of 0 households with any financial savings. Indicator 9: The project approach is voluntarily replicated at a minimum of one new site by local NGOs and local authorities by year 3, from a baseline of 0 sites in Mozambique that integrate Community-PES with co-management and livelihood development activities.	fishing occupations for at least 150 fishing households to 2 from 1.2 (Lalane) and 1.1 (Nsangue Ponta)". Currently, fishing is the main source of income for 62% of households in Nsangue Ponta and 54.9% in Lalane. See the baseline socioeconomic reports in Annex 4 for more detail. Indicator 8: AMA technicians have received training on establishing VSLAs, and have introduced the concept within the villages to start generating support and identifying potential members. Indicator 9: We have developed good relationships with the government's Institute for the Development of Small Scale Fisheries (IDPPE) and Fisheries Research Institute (IIP), who are actively engaging with us and interested in the model we're aiming to develop, and also with the managers of the Quirimbas National Park. We also presented the project at the annual symposium of the Western Indian Ocean Marine Science Association in Maputo in October/November 2013.	
Output 1. CCPs with three user groups and integrating women formally established in two pilot villages and supported to develop and implement co-management plans through (a) the delivery of training courses targeting CCP members and supporting institutions (AMA, IDPPE, District Service of Economic Activities – DSEA) and (b) the collection and feedback of relevant biological and	Indicator 1: Two pilot villages have CCP Statutes approved by government authorities and published by year 1. Indicator 2: Fishing review for the two pilot villages with biological and socioeconomic assessments produced and submitted in appropriate formats to CCPs, IDPPE and DSEAs for review (CCPs will require verbal and graphical formats due to low literacy rates, while IDPPE and DSEAs will	Indicator 1: Progress in establishing CCPs at a community level is going relatively well, although it has been held up by the floods. The process of getting Statutes approved and published may take longer owing to bureaucracies. An indicator that more accurately reflects local approval of the CCP and the function of CCP in terms of working to develop management plans may be more appropriate. Indicator 2: Biological and socioeconomic assessments completed. Next stage (still during year 1 of the project) is to present this information back to the communities and local authorities. Other indicators apply to future years. Based on experiences thus far, these remain useful and appropriate indicators.	

socioeconomic data.	require full written reports) by year 1. Indicator 3: Co-management plans established by CCPs through participatory planning with three user groups (intertidal, reef and pelagic fisheries) covering key fisheries species and at least 100 ha of marine and coastal habitat in each of the two pilot villages by year 2. Indicator 4: Intertidal user groups consist of women and represent at least 30% of CCP membership and officials by year 2. Indicator 5: Peer review paper submitted for publication on project achievements in halting or reversing the current declines in key biodiversity indicators and biomass of key fisheries species within the two pilot villages.	
Activity 1.1 Site selection and approvals, including CCP establishment and/or formalisation where necessary.		Sites have been selected – Lalane and Nsangue Ponta (both in the District of Palma, Province of Cabo Delgado). We're still going through the process of CCP establishment – which is closely linked to the process of establishing VSLAs. This process was held up by the logistical challenges associated with floods, washing away of bridges, and as project staff settle in, but we anticipate that we will have the basis for a functional CCP in place this year. Formalisation of this group at the level of the authorities may take longer, but we are developing good relationships with relevant authorities who remain closely engaged with the project.
Activity 1.2 Establishment of biological and fisheries baselines through collection, analysis and feedback of data from underwater visual censuses, creel surveys, community perception surveys and secondary sources.		Completed – with both socioeconomic and biological reports produced. Under the EC-ENRTP project, this work will be extended to other surrounding areas and additional habitat assessments will be undertaken.
Activity 1.3 Identification and formation of resource user groups, including intertidal resource harvesters consisting of women, and integration into		Identification of key fisheries and the people engaged in those fisheries through censuses and socioeconomic surveys completed. Formation of resource user

CCPs.		groups under way, and linked closely to establishment of VSLAs and CCPs.
Activity 1.4. Workshop, training-of-trainers and advocacy on community-based management approaches for CCPs, local NGOs, government agencies and the private sector, including cross-visits where relevant.		Cross-visits to other sites with CCPs to learn lessons and share experiences has already happened. Workshop and training-of-trainers slightly delayed due to weather events and due to happen in first quarter of year 2 of the project.
Activity 1.5. Participatory development of co-management plans for user groups and mapping of management areas		Participatory resource maps completed with habitat and resource mapping under way. Participatory development of co-management plans to be undertaken in first quarter of year 2.
Activity 1.6 Implementation of co-management plans (linked to output 2).		
Activity 1.7 Biological and fisheries impact assessments through collection, analysis and feedback of data from underwater visual censuses, creel surveys and community perception surveys.		
Activity 1.8 Reporting and preparation and submission of peer-reviewed paper.		
Output 2. Equitable and robust Community-PES schemes reinforcing the implementation of co-management plans in the two pilot villages, and supported by local authorities and private sector actors.	Indicator 1: PES-eligible management activities agreed and integrated into co-management plans of CCPs in the two pilot villages by year 2. Indicator 2: PES-eligible management activities agreed and integrated into co-management plans of CCPs in the two pilot villages by year 2. Indicator 3: Workshop on marine and coastal co-management and Community-PES held in partnership with the IUCN Fair Coasts Initiative and government authorities, and	Output 2 is generally due to start once resource user groups and CCPs are formed. Currently, the indicators still appear to be appropriate. Steps in the next few months include initial meetings with relevant local stakeholders. Due to the delayed start to the project, we were unable to overlap with the IUCN Fair Coasts Initiative (indicator 3). However, IUCN are developing Fair Coasts 2, and we are in discussion with them about coordinating on this workshop.

	attended by the private sector by year 2. Indicator 4: CCPs in the 2 pilot villages enter into PES contracts with AMA stating management activities and payment terms linked to monitoring outcomes by year 2. Indicator 5: CCPs in the 2 pilot villages earning and sharing PES payments worth £8,000 by year 2 and £16,000 by year 3 in accordance with benefit sharing agreements and benefiting all fishing households within the two villages. Indicator 6: MOUs signed with minimum of 2 private sector supporters of Community-PES (e.g. luxury tourism operators) by year 3. Indicator 7: Community-PES manual incorporating lessons learned produced and distributed to local NGOs and government authorities in northern Mozambique by year 3.	
Activity 2.1. Preparation and delivery of PES training course to two pilot villages and local partners (AMA, IDPPE, DSEA).		This will be happening within the next few months.
Activity 2.2. Agreement at village level and integration of PES-eligible management activities into co-management plans		Not yet.
Activity 2.3. Development of monitoring system for linking management activities and outcomes to PES		Not yet.

Activity 2.4. Development of PES benefit sharing arrangements with 2 CCPs.		Not yet.
Activity 2.5. Establishment of PES governance infrastructure and formation of PES Trust Fund and Committee		Not yet.
Activity 2.6. Participatory monitoring and delivery or commensurate PES payments to two CCPs.		Not yet.
Activity 2.7. Stakeholder engagement workshop in partnership with Fair Coasts Initiative and including government agencies and the private sector.		Due to the delayed start to the project we were not able to overlap with IUCN Fair Coasts. However, we are in discussion with IUCN about Fair Coasts 2 in order to coordinate this workshop.
Activity 2.8. Agreement MOUs with private sector supporters.		Not yet.
Activity 2.9. Monitoring of benefit sharing and evaluation of impacts of Community-PES		Not yet.
Activity 2.10. Document of results and preparation of Community-PES manuals for distribution to government authorities and partners.		Not yet.
Activity 2.11. Community-PES wrap-up workshop – lessons learned and results.		Not yet.
Output 3. VSLAs established and Village Agents trained in two pilot villages, increasing the capacity of villagers to manage income from PES and improve living conditions, and supporting investment in new sustainable enterprises.	Indicator 1: At least one VSLA with 20-25 members established through CCPs in each of the project sites by year 1. Indicator 2: At least two additional VSLAs established in each site through Village Agents by year 2, taking the total number of	VSLA training has happened, and the technicians are already discussing these with the local communities and identifying potential members. No VSLAs have yet been formed due to the delayed start to the project (currently in the final quarter of year 1). The indicators still appear to be appropriate.

	households engaged in VSLAs to 150. Indicator 3: Households involved in VSLAs see improvements in living conditions (measured through socioeconomic surveys as material style of life and locally defined wellbeing indicators that are identified during baseline socioeconomic/wellbeing assessment) by year 3 Indicator 4: Female household heads report reduced frequency in the use of food coping strategies, reflecting improved food security, by year 3. Indicator 5: Households engaged in VSLAs saving at least US$20 per year and investing 25% of savings and loans in new enterprises (non-capture fisheries and non-destructive) by year 3.	
Activity 3.1. Workshop and training-of-trainers on VSLAs		Completed and technicians trained.
Activity 3.2. Establishment of socioeconomic baselines through collection, analysis and feedback of data from household surveys and participatory rural appraisal		Completed, socioeconomic reports produced.

Activity 3.3. Establishment and fostering of first VSLAs in the two pilot villages.		Under way.
Activity 3.4. Replication of VSLAs through Village Agent model.		Not yet
Activity 3.5. Socioeconomic impact assessment through collection, analysis and feedback of data from household surveys and participatory rural appraisal.		Not yet
Activity 3.6. Reporting and preparation and submission of peer-reviewed paper.		Not yet
Ouput 4. New sustainable enterprises developed through the provision of training and linking to relevant markets, increasing levels of livelihood diversification.	Indicator 1: Two new enterprise opportunities in each of the two pilot villages by year 3. Indicator 2: 50% of fishing households engaged in an increased number of occupations per household (from 2 to 3 on average) by year 3. Indicator 3: 50% of fishing households report a decrease in the relative importance of capture fisheries to household income by year 3 (as identified by ranking the contribution made by all household occupations to household income). Indicator 4: 50% of fishing households report a decrease in the relative importance of capture fisheries to household food production by year 3 (as identified by ranking).	During the socioeconomic surveys and early stages of the project team are getting to know the villagers and understanding their needs and aspirations. Some early progress has occurred in the form of small groups developing with the support of the technicians with the intention to improve particular aspects of their livelihoods, including a group of women that aim to pool resources in order purchase a small area that they can use for matt weaving. The main thrust of this work will start in the next few months once VSLAs and resource user groups are formed. However, based on the recent socioeconomic survey work, we now know that the average dependency on fishing for income (measured as a percent score contribution of fishing to income) is 57.4% for Lalane and 63.4% for Nsangue Ponta. Therefore, indicators 3 and 4 should be amended to “achieve a reduction in the percent score of fishing as a proxy for reduction of dependency on fishing for income from 57.4 for Lalane and 63.4 for Nsangue Ponta”.

Activity 4.1. Participatory assessment of local needs and enterprise opportunities.		Partially completed within the socioeconomic survey.
Activity 4.2. Establishment of market linkages through identification and workshop with relevant market actors and experts (e.g. The FlipFlop Recycling Company, tourism operators).		Discussion with Ocean Sole (formerly The FlipFlop Recycling Company), tourism operators and other market actors has been initiated.
Activity 4.3. Training for identified enterprise opportunities.		Not yet
Activity 4.4. Trialling of new enterprise opportunities.		Not yet
Activity 4.5. Development of business models for new enterprise opportunities.		Not yet
Activity 4.6. Enterprise wrap-up workshop – lessons learned and results.		Not yet
Activity 4.7 Socioeconomic impact assessment (in combination with Activity 3.5).		Not yet

Annex 2 Project's full current logframe

The project "years" in this logframe start on 1st August.

	Activity	No of Months	Year 1				Year 2				Year 3			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Output 1	**CCPs with three user groups and integrating women formally established in two pilot villages and supported to develop and implement co-management plans**													
1.1	**Site selection and approvals, including CCP establishment and/or formalisation where necessary.**	6	X	X	X	X								
1.2	**Establishment of biological and fisheries baselines through collection, analysis and feedback of data from underwater visual censuses, creel surveys, community perception surveys and secondary sources.**	6		X	X	X								
1.3	**Identification and formation of resource user groups, including intertidal resource harvesters consisting of women, and integration into CCPs.**	2			X									
1.4	**Workshop, training-of-trainers and advocacy on community-based management approaches for CCPs, local NGOs, government agencies and the private sector, including cross-visits where relevant.**	2				X								
1.5	**Participatory development of co-management plans for user groups and mapping of management areas.**	6				X	X	X						
1.6	**Implementation of co-management plans (linked to output 2).**	18							X	X	X	X	X	X
1.7	**Biological and fisheries impact assessments through collection, analysis and feedback of data from underwater visual censuses, creel surveys and community perception surveys.**	6										X	X	
1.8	**Reporting and preparation and submission of peer-reviewed paper.**	6											X	X
Output 2	**Equitable and robust Community-PES schemes reinforcing the implementation of co-management**													

	plans in the two pilot villages, and supported by local authorities and private sector actors.													
2.1	**Preparation and delivery of PES training course to two pilot villages and local partners (AMA, IDPPE, DSEA).**	1				X								
2.2	**Agreement at village level and integration of PES-eligible management activities into co-management plans.**	6				X	X							
2.3	**Development of monitoring system for linking management activities and outcomes to PES.**	6					X	X						
2.4	**Development of PES benefit sharing arrangements with 2 CCPs.**	6					X	X						
2.5	**Establishment of PES governance infrastructure and formation of PES Trust Fund and Committee.**	6				X	X	X						
2.6	**Participatory monitoring and delivery or commensurate PES payments to two CCPs.**	18							X	X	X	X	X	X
2.7	**Stakeholder engagement workshop in partnership with Fair Coasts Initiative and including government agencies and the private sector.**	1		X										
2.8	**Agreement MOUs with private sector supporters.**	18							X	X	X	X	X	X
2.9	**Monitoring of benefit sharing and evaluation of impacts of Community-PES.**	12									X	X	X	X
2.10	**Document of results and preparation of Community-PES manuals for distribution to government authorities and partners.**	6										X	X	X
2.11	**Community-PES wrap-up workshop – lessons learned and results.**	1												X
Output 3	**VSLAs established and Village Agents trained in two pilot villages.**													
3.1	**Workshop and training-of-trainers on VSLAs.**	2			X									
3.2	**Establishment of socioeconomic baselines through collection, analysis and feedback of data from household surveys and participatory rural appraisal.**	6		X	X									

3.3	**Establishment and fostering of first VSLAs in the two pilot villages.**	12				X	X	X	X					
3.4	**Replication of VSLAs through Village Agent model.**	18							X	X	X	X	X	X
3.5	**Socioeconomic impact assessment through collection, analysis and feedback of data from household surveys and participatory rural appraisal.**	6										X	X	
3.6	**Reporting and preparation and submission of peer-reviewed paper.**	6											X	X
Output 4	**New sustainable enterprises developed.**													
4.1	**Participatory assessment of local needs and enterprise opportunities.**	9	X	X	X									
4.2	**Establishment of market linkages through identification and workshop with relevant market actors and experts (e.g. The FlipFlop Recycling Company, tourism operators).**	6			X	X	X							
4.3	**Training for identified enterprise opportunities.**	6					X	X	X					
4.4	**Trialling of new enterprise opportunities.**	24					X	X	X	X	X	X	X	X
4.5	**Development of business models for new enterprise opportunities.**	6									X	X		
4.6	**Enterprise wrap-up workshop – lessons learned and results.**	1												X
4.7	**Socioeconomic impact assessment (in combination with Activity 3.5).**	9										X	X	X

Annex 3 Standard Measures

Only non-zero output measures for the period of the project so far have been included.

Table 1 Project Standard Output Measures

Code No.	Description	Year 1 Total	Year 2 Total	Year 3 Total	Year 4 Total	Total to date	Number planned for reporting period	Total planned during the project
6A	The number of people trained in biological monitoring	5 (Mozambican staff and students)					3	15 (staff and students)
6A	The number of people trained in socioeconomic monitoring	4 (Mozambican staff and students)					4	10 (staff and students)
6A	The number of people trained in VSLAs	3 (currently just Mozambican staff)					3	150 (including villagers)
8	Number of weeks spent by technical foreign staff in host country	21					15 (over first 8 months)	69 (23 per year)
14B	Number of conferences attended at which findings from the Darwin work will be presented/ disseminated	2					2	6
20	Estimated value of physical assets to be handed over to host country	£28,186 (including car part-funded by Darwin)					£15,000 (prior to winning the EC-ENRTP grant, and including matched funding)	£35,000 (including matched funding sources).
23	Value of resources raised from other sources for project work							

Table 2 Publications

Type (eg journals, manual, CDs)	Detail (title, author, year)	Publishers (name, city)	Available from (eg contact address, website)	Cost £

Annex 4 Onwards – supplementary material (optional but encouraged as evidence of project achievement)

We have included the following reports that provide evidence of project achievement through detailing the methodology and results from the socioeconomic and biological assessments that have set the baselines for this project and are informing project activities.

1. Summary report from the Phase 1 livelihood baseline (Bioclimate)
2. Summary report from the Phase 2 livelihood baseline (Universidade Nova da Lisboa, FCSH-UNL)
3. Defining and measuring indicators related to biodiversity and fisheries (CORDIO)

Checklist for submission

	Check
Is the report less than 10MB? If so, please email to Darwin-Projects@ltsi.co.uk putting the project number in the Subject line.	√
Is your report more than 10MB? If so, please discuss with Darwin-Projects@ltsi.co.uk about the best way to deliver the report, putting the project number in the Subject line.	X
Have you included means of verification? You need not submit every project document, but the main outputs and a selection of the others would strengthen the report.	√
Do you have hard copies of material you want to submit with the report? If so, please make this clear in the covering email and ensure all material is marked with the project number.	X
Have you involved your partners in preparation of the report and named the main contributors	√
Have you completed the Project Expenditure table fully?	√
Do not include claim forms or other communications with this report.	