

Applicant: **Smith, Paul**
Organisation: **Botanic Gardens Conservation International**
Funding Sought: **£326,530.00**
Funding Awarded: **£326,530.00**

DIR26S2\1034

27-016 Responsible exchange of plant genetic resources for research and development

Foresters, agronomists and plant conservationists in developing countries are prevented from exchanging plant material because of poor quality collections, incomplete data, poor knowledge of access and benefit sharing, biosafety, CITES and other compliance requirements, and uncertainty about how material is handled and tracked. Under this project, we will develop unique tools that enable researchers and practitioners to access and share plant material and data with international collaborators responsibly and safely, leading to positive impacts on biodiversity conservation and sustainable development.

PRIMARY APPLICANT DETAILS

Name	Paul
Surname	Smith
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Section 1 - Contact Details

PRIMARY APPLICANT DETAILS

Name Paul
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GMS ORGANISATION

Type	Organisation
Name	Botanic Gardens Conservation International
Phone (Work)	[REDACTED]
Email (Work)	[REDACTED]
Website (Work)	[REDACTED]
Address	[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]

Section 2 - Title, Dates & Budget Summary

Q3. Project title:

27-016 Responsible exchange of plant genetic resources for research and development

What was your Stage 1 reference number? e.g. DIR26S1\100123

DIR26S1\1121

Q4. Country(ies)

Which eligible country(ies) will your project be working in? Where there are more than 4 countries that your project will be working in, please add more boxes using the selection option below.

Country 1	Ethiopia	Country 2	Uganda
Country 3	No Response	Country 4	No Response

Do you require more fields?

No

Q5. Project dates

Start date:

01 April 2020

End date:

31 March 2023

Duration (e.g. 2 years, 3 months):

3 years

Q6. Budget summary

Year:	2020/21	2021/22	2022/23	Total request
Amount:	£108,742.00	£143,158.00	£74,630.00	£ 326,530.00

Q6a. Do you have matched funding arrangements?

Yes

What matched funding arrangements are proposed?

\$ [REDACTED] (£ [REDACTED]) has been secured from IMLS to support the PlantSearch elements of this work. In addition, BGCI will contribute in kind staff time estimated at £ [REDACTED] over the life of the project, and an additional £ [REDACTED] for website developments related to user interfaces. Total £ [REDACTED]. Further matched funding will be sought.

Q6b. Proposed (confirmed and unconfirmed) matched funding as % of total project cost (total cost is the Darwin request plus other funding required to run the project).

24%

Section 3 - Project Summary

Q7. Summary of project

Please provide a brief summary of your project, its aims, and the key activities you plan on undertaking. Please note that if you are successful, this wording may be used by Defra in communications e.g. as a short description of the project on GOV.UK.

Please write this summary for a non-technical audience.

Foresters, agronomists and plant conservationists in developing countries are prevented from exchanging plant material because of poor quality collections, incomplete data, poor knowledge of access and benefit sharing, biosafety, CITES and other compliance requirements, and uncertainty about how material is handled and tracked. Under this project, we will develop unique tools that enable researchers and practitioners to access and share plant material and data with international collaborators responsibly and safely, leading to positive impacts on biodiversity conservation and sustainable development.

Section 4 - Lead Organisation Summary

Q8. Lead organisation summary

Has your organisation been awarded a Darwin Initiative or IWT Challenge Fund award before (for the purposes of this question, being a partner does not count)?

Yes





If yes, please provide details of the most recent awards (up to 6 examples).


Reference No	Project Leader	Title
26017	Kirsty Shaw	Maximising Conservation and Community Benefits from Plants of Mount Mulanje
DARPP199	Joachim Gratzfeld	Building capacity for plant conservation in Preah Vihear, Cambodia
25020	Kirsty Shaw	Supply and Demand: Restoration in Uganda for people and biodiversity
23026	Paul Smith	Domestication of the Mulanje Cedar for improved livelihoods
23005	Suzanne Sharrock	Promoting the use of plant resources in research and development
<i>No Response</i>	<i>No Response</i>	<i>No Response</i>

Have you provided the requested signed audited/independently examined accounts? If you select "yes" you will be able to upload these. Note that this is not required from Government Agencies.

Yes

Please attach the requested signed audited/independently examined accounts.

 [2017 annual report and accounts](#)
 28/11/2019
 10:33:32
 pdf 1.2 MB

 [2018 annual report and accounts](#)
 28/11/2019
 10:33:21
 pdf 901.53 KB

Section 5 - Project Partners

Q9. Project partners

Please list all the partners involved (including the Lead Organisation) and explain their roles and responsibilities in the project. Describe the extent of their involvement at all stages, including project development.

This section should illustrate the capacity of partners to be involved in the project. Please provide Letters of Support for the Lead Organisation and each partner or explain why this has not been included.

N.B: There is a file upload button at the bottom of this page for the upload of a cover letter (if applicable) and all letters of support.

Lead Organisation name: Botanic Gardens Conservation International (BGCI)

Website address: <http://www.bgci.org>

Details (including roles and responsibilities and capacity to engage with the project): All the partners have been actively involved in preparing this project proposal through a combination of face to face meetings, Skype calls and email exchanges. BGCI will lead the project, and provide overall management of project activities. BGCI already provides secretariats for the European Consortium of Botanic Gardens and the African Botanic Garden Network (see details below), comprising key research and development institutes in this project. In addition, BGCI hosts PlantSearch, the only global database of living plant and seed collections held in the world's botanic gardens and arboreta, which will form the basis for exchange of plant material under this project. BGCI will manage consultant contracts, finance and reporting and ensure that partner activities are carried out in the project time frame. Regular contact will be made between BGCI and the project partners via email, phone calls and regular steering committee meetings

Have you included a Letter of Support from this organisation? Yes

Have you provided a cover letter to address your Stage 1 feedback? Yes

Do you have partners involved in the Project?

Yes

1. Partner Name: Addis Ababa University, Ethiopia

Website address: <http://www.aau.edu.et/>

Details (including roles and responsibilities and capacity to engage with the project): Addis Ababa University will host a consultation workshop in year 1 between European and African researchers designed to identify weaknesses and challenges associated with the exchange of plant material, and to develop specifications for a digital platform that will enable responsible exchange and tracking of plant data and material. They will also carry out a study on the use of plant diversity in sustainable development research and practice. In years 2 and 3, Addis Ababa University will be involved in testing the platform and agreeing an accreditation system, and they will host a training workshop in year 3.

Have you included a Letter of Support from this organisation? Yes

2. Partner Name: Makerere University, Uganda

Website address: <http://cns.mak.ac.ug>

Details (including roles and responsibilities and capacity to engage with the project): In year 1, Makerere University will carry out a baseline study on the extent and nature of plant material exchange between European and African plant research organisations. This survey will be repeated at the end of the project in year 3. Makerere University will also participate in the consultation workshop in Year 1 of the project, the testing of the digital platform and accreditation system in years 2 and 3, and the training activities in year 3.

Have you included a Letter of Support from this organisation? Yes

3. Partner Name: University of Vienna

Website address: <https://www.univie.ac.at/en/>

Details (including roles and responsibilities and capacity to engage with the project):

The University of Vienna will work with BGCI on the development of a digital platform for the responsible exchange of plant material. Specifically, the University of Vienna will provide input and expertise from Index Seminum, the European Seed Conservation Network (ENSCONET) and the International Plant Exchange Network (IPEN) in our discussions with African counterparts related to the exchange of plant material and data between botanical institutions in the north and south. In addition, they will provide liaison with CITES and Nagoya Protocol regulators in the EU.

Have you included a Letter of Support from this organisation?

Yes

4. Partner Name:

African Botanic Garden Network

Website address:

<https://www.bgci.org/our-work/where-we-work/africa/botanic-garden-networks-in-africa/>

Details (including roles and responsibilities and capacity to engage with the project):

The African Botanic Garden Network (ABGN) is a network of 198 botanical institutions in 46 countries, mainly comprising universities and forestry institutes. Representatives from the ABGN will attend the consultation workshop in Addis Ababa in year 1, and will contribute to the development and testing of the digital platform and accreditation system in years 2 and 3. Finally, in year 3, they will be the recipients of training in PGR data management for the purposes of the exchange of plant material. The project summary and methodology has been shared with the network, and support has been offered from Ethiopia and Uganda (see above). BGCI currently provides the secretariat for this group.

Have you included a Letter of Support from this organisation?

Yes

5. Partner Name:

European Consortium of Botanic Gardens

Website address:

<http://www.botanicgardens.eu/>

Details (including roles and responsibilities and capacity to engage with the project):

The European Consortium of Botanic Gardens (ECBG) is a network of ca. 700 botanical institutions in 27 countries – including universities, forestry and agronomy institutes. Representatives from the ECBG will attend the consultation workshop in Addis Ababa in year 1, and will contribute to the development and testing of the digital platform and accreditation system in years 2 and 3. The European Consortium will host African counterparts at its meeting in Hungary in year 2 of the project, and will support the training activities in year 3. The project summary and methodology have been shared with all Consortium member country representatives, and support has been offered from Austria, the UK, Denmark, Greece, the Netherlands, France, Lithuania, Czech Republic, Germany, Poland, Norway, Hungary, Finland and Portugal. BGCI currently provides the secretariat for this group.

Have you included a Letter of Support from this organisation? Yes

6. Partner Name: *No Response*

Website address: *No Response*

Details (including roles and responsibilities and capacity to engage with the project): *No Response*


Have you included a Letter of Support from this organisation? Yes
 No


If you require more space to enter details regarding Partners involved in the project, please use the text field below.

No Response

Please provide a cover letter responding to feedback received at Stage 1 if applicable and a combined PDF of all letters of support.


 [Combined Letters of Support](#)


 29/11/2019

 12:58:29

 pdf 2.2 MB

 [1121 Stage 1 feedback response letter](#)

 29/11/2019

 12:57:42

 pdf 479.04 KB

Section 6 - Project Staff

Q10. Key project staff

Please identify the key project personnel on this project, their role and what % of their time they will be working on the project.

Please provide 1 page CVs for these staff, or a 1 page job description or Terms of Reference for roles yet to be filled. These should match the names and roles in the budget spreadsheet.

If your team is larger than 12 people please review if they are core staff, or whether you can merge roles (e.g. 'admin and finance support') below, but provide a full table based on this template in the pdf of CVs you provide.

Name (First name, Surname)	Role	% time on project	1 page CV or job description attached?
Paul Smith	Project Leader	15	Checked
Meirion Jones	Database manager	15	Checked
Sebsebe Demissew	Project manager (Ethiopia)	10	Checked
James Kalema	Project manager (Uganda)	18	Checked

Do you require more fields?


Yes

Name (First name, Surname)	Role	% time on project	1 page CV or job description attached?
Michael Kiehn	Project manager (IPEN & Index Seminum)	5	Checked
<i>No Response</i>	<i>No Response</i>	0	Unchecked
<i>No Response</i>	<i>No Response</i>	0	Unchecked
<i>No Response</i>	<i>No Response</i>	0	Unchecked
<i>No Response</i>	<i>No Response</i>	0	Unchecked
<i>No Response</i>	<i>No Response</i>	0	Unchecked
<i>No Response</i>	<i>No Response</i>	0	Unchecked
<i>No Response</i>	<i>No Response</i>	0	Unchecked


Please provide 1 page CVs (or job description if yet to be recruited) for the project staff listed above

as a combined PDF.

Ensure the file is named clearly, consistent with the named individual and role above.

 [CVs combined](#)

 28/11/2019

 12:33:52

 pdf 583.27 KB

Have you attached all project staff CVs?

Yes

Section 7 - Problem Statement & Conventions

Q11. Problem the project is trying to address

Please describe the problem your project is trying to address in terms of biodiversity and its relationship with poverty. For example, what are the drivers of loss of biodiversity that the project will attempt to address? Why are they relevant, for whom? How did you identify these problems?

Responsible and effective exchange of plant material and data is essential to support collaborative research and practice supporting biodiversity conservation and sustainable development (see Sections 12b and 12d).

BGCI recently completed Darwin Initiative project 3319 in which Ethiopian plant scientists identified low quality germplasm, inadequate research facilities/technology and poor plant collections as major constraints to their work. In addition, they identified the main impediment to international collaboration as the lack of assurances that plant data and material will be managed, shared and tracked in compliance with national and international ABS regulations. These factors create a major disadvantage for researchers in developing countries who need to access training opportunities, skills and resources located in northern institutions, and who need to share material for research and trial purposes. Similarly, uncertainty about biosafety (e.g. invasiveness, pest or disease host/vector) and other compliance requirements (e.g. CITES) are an impediment to sharing of plants in both developing and developed countries.

Although digital tools for exchange of non-crop plants already exist (e.g. BGCI's PlantSearch with 45,000 records of plant exchange since 2008; Index Seminum with >200 participating institutions exchanging thousands of seed collections each year), none of these tools flag or track ABS/biosafety regulations and compliance. Under this project, we will develop these widely used tools into a single, user-friendly, multi-lingual, web-based platform that enables researchers and practitioners in developing and developed countries to:

- (1) Access and share plant material and associated data;
- (2) Identify and flag material that is subject to ABS, biosafety and CITES regulations;
- (3) Identify institutions that are applying best practice with ABS, biosafety and CITES regulations, including tracking of material supplied to third parties.

The result will be greatly facilitated access to, and responsible acquisition of, plant material for biodiversity and development researchers not just in project countries but worldwide.

Q12. Biodiversity Conventions, Treaties and Agreements

Q12a. Your project must support the objectives of one or more of the agreements listed below.

Please indicate which agreement(s) will be supported and describe which objectives your project will address and how.

- Convention on Biological Diversity (CBD)
- Nagoya Protocol on Access and Benefit Sharing (ABS)
- Convention on International Trade in Endangered Species (CITES)
- Global Goals for Sustainable Development (SDGs)

Q12b. Biodiversity Conventions

Please detail how your project will contribute to the objectives of the agreement(s) your project is targeting. You should refer to Articles or Programmes of work here.

This project supports the goals and targets of the CBD by supporting sustainable use (Strategic Goal B), improving the status of biodiversity by safeguarding ecosystems, species and genetic diversity (Strategic Goal C), enhancing the benefits to all from biodiversity and ecosystem services (Strategic Goal D) and enhancing implementation through participatory planning, knowledge management and capacity building (Strategic Goal E). The project particularly addresses Aichi Target 19 'By 2020, knowledge, the science base and technologies relating to biodiversity, its values, functioning, status and trends, and the consequences of its loss, are improved, widely shared and transferred, and applied.'

This project has a strong focus on the implementation of the Nagoya Protocol, by ensuring that germplasm and data exchange complies with ABS laws and regulations. We will also work closely with organisations implementing the ITPGRFA, sharing lessons and approaches between the two communities. Finally, the main output of this project – a digital platform enabling the responsible exchange of plant material and data – will flag species listed under CITES, helping to ensure CITES compliance.

Q12c. Is any liaison proposed with the CBS / ABS / ITPGRFA / CITES / CMS / Ramsar / CCC focal point in the host country?

Yes

If yes, please give details.

The project partners have been in touch with their CBD and ABS focal points to alert them to this project. With the exception of BGCI, all of the partners in this project are government organisations, and all have close relationships with their respective Focal Points, and permitting authorities. Project consultation and implementation activities will include CBD and ABS focal points from Europe and Africa as well as representatives from: the National Agricultural Research Organisation (NARO), the National Environment Management Authority (NEMA) and Uganda National Council for Science and Technology (UNCST) in Uganda; and the Ethiopian Biodiversity Institute in Ethiopia.

Q12d. Global Goals for Sustainable Development (SDGs)

Please detail how your project will contribute to the Global Goals for Sustainable Development (SDGs)

The project will have medium to long term impacts on the Sustainable Development Goals for which plants are essential. These include SDG1 (no poverty), SDG2 (zero hunger), SDG3 (good health and well-being), SDG6 (clean water and sanitation), SDG7 (affordable and clean energy), SDG9 (industry, innovation and

infrastructure), SDG11 (sustainable cities and communities), SDG 12 (responsible consumption and production), SDG13 (climate action), and SDG15 (life on land). In particular, this project supports the implementation of SDG17 (partnerships for the goals) and specifically Target 17.6 Enhance North-South, South-South and triangular regional and international cooperation on and access to science, technology and innovation and enhance knowledge-sharing on mutually agreed terms, including through improved coordination among existing mechanisms, in particular at the United Nations level, and through a global technology facilitation mechanism.

Finally, this project will promote SDG 5 (gender equality) by ensuring equal male/female representation in all project activities, including project management through the Steering Committee.

Section 8 - Method, Change Expected, Gender & Exit Strategy

Q13. Methodology

Describe the methods and approach you will use to achieve your intended Outcome and Impact.

Provide information on:

- How you have analysed historical and existing initiatives and are building on or taking work already done into account in project design. Please cite evidence where appropriate.
- The rationale for carrying out this work and a justification of your proposed methodology.
- How you will undertake the work (materials and methods).
- How you will manage the work (roles and responsibilities, project management tools, etc.).

The project outcome and outputs will be monitored and evaluated through a Steering Committee administered by BGCI, and which will include all project stakeholders. The project methodology comprises the following steps:

1. Studies of levels of exchange of plant data and material between African and European institutions carried out at the beginning and end of the project. Germplasm databases, such as PlantSearch, EURISCO, Index Seminum and the institutional databases of the European Consortium of Botanic Gardens and the African Botanic Garden Network will be assessed. This study will be repeated at the end of the project.
2. Constraints to material/data exchange understood, and mutually agreed mechanisms for efficient and responsible exchange agreed by African and European botanical institutions. An initial consultation workshop will be held in Ethiopia attended by European and African providers/users of plant material and policy makers to understand perspectives, constraints and opportunities regarding access to data and germplasm. Mutually agreed standards will be developed, and mechanisms for sharing of plant data and material will be agreed.
3. A user-friendly, multilingual digital platform for efficient and responsible exchange and tracking of plant data, based on BGCI's PlantSearch database, Index Seminum and other plant exchange tools designed, developed, tested and launched. Workshop outcomes will be used to design a plant material/data exchange platform that will incorporate high quality, accession-level plant data (i.e. provenance data, including scientific name, origin, date of collection etc.) and, uniquely, ABS, biosecurity and CITES compliance information. The platform will also incorporate the International Plant Exchange Network (IPEN), a mechanism that ensures traceability and tracking of plant material for ABS compliance. The platform will be developed and tested collaboratively in years 2 and 3 to ensure that participating researchers from Africa and Europe create and own the tool together.
4. A mutually agreed, peer-reviewed mechanism for recognising botanical research institutions that apply

best practice in ABS, biosafety and CITES procedures developed and launched. BGCI currently coordinates a peer-reviewed, global accreditation scheme, which is voluntary, free to use, and which assesses botanical institutions against a range of criteria, including collections management (see <https://www.bgci.org/our-work/services-for-botanic-gardens/bgci-accreditation-scheme/>). BGCI will work with project partners to develop these schemes further to explicitly recognise and flag ABS, biosafety and CITES compliance, incorporating use of the exchange platform. Recognition of trusted institutions through accreditation will be a strong incentive to use the tool.

5. In year 3, training in data management related to the exchange of material, use of the tool and how to gain accreditation will be offered through webinars and face-to-face training in Africa.

BGCI will ensure that all project activities include equal male-female participation. As a neutral, independent organisation, widely recognised globally for promoting professional standards in botanical institutions, BGCI is in a unique position to develop this tool, which will ensure responsible exchange of plant material and will assure researchers in developing countries that they are working with trusted, fully compliant institutions. In addition, because the tool is based on BGCI's existing PlantSearch platform, BGCI commits to maintain it long-term.

Q14. Raising awareness of the potential worth of biodiversity

If your project contains an element of communications, knowledge sharing and/or dissemination please provide a description of your intended audience, how you intend to engage them, what the expected products/materials will be and what you expect to achieve as a result.

For example, are you expecting to directly influence policy in your host country or is your project a community advocacy project to support better management of biodiversity?

This project is expected to raise awareness of the potential worth of biodiversity in Africa and Europe by:

- (1) Characterizing and quantifying the importance of plant diversity in sustainable development and biodiversity conservation
- (2) Highlighting the benefits of collaborative research and practice
- (3) Identifying constraints to collaborative research, particularly related to Nagoya, CITES and biosafety compliance, and;
- (4) Developing tools to help to address these constraints.

The key audiences for this project are researchers and policymakers/regulators. Currently there is insufficient awareness among policymakers particularly about the importance of biodiversity for sustainable development nor the importance of collaborative research for both sustainable development and biodiversity conservation. This audience will be engaged in the workshops in Africa and in Europe, and will be invited to participate in the process of identifying constraints to collaborative working, and developing mechanisms and tools to overcome these constraints. It is essential that the Nagoya Protocol evolves from being an impediment to development and conservation to being a facilitator of responsible collaboration and partnership.

In Europe, this project will directly address EU regulation no. 511/2014 (Nagoya Protocol) and EU regulation no. 2016/2031 related to plant health. In Uganda this project addresses National Environment Act Cap 153 (2005) and in Ethiopia it addresses Proclamation No.482/2006 and Regulation 169/2009.

In addition, the project studies documenting exchange of plant material between plant research institutions is expected to show the very wide range of uses of plant diversity in sustainable development and biodiversity conservation. For example, in 2013/14, plant material from Cambridge University Botanic

Garden supported research into plant evolution, pollination, bee pests, crop improvement, plant pests and diseases, herbivory, bioenergy, photosynthesis, plant-fungal associations, plant-insect interactions, bioremediation, carbon sequestration, plant biochemistry, ecology, tree shade cooling, the phytochemistry of vanilla and coffee, plant taxonomy & identification, ex situ conservation, and species reintroductions.

Q15. Capacity building

If your project will support capacity building at institutional or individual levels, please provide details of what form this will take and how this capacity will be secured for the future.

This is entirely a capacity building project, the main outcome of which is to increase sharing of knowledge, skills, facilities and plant material between institutions in the north and south, leading to improved impacts and capacity in plant conservation and natural resource management in developing countries.

The project includes a formal training component in years 1 and 2 in which two MSc students at Makerere University and Addis Ababa University will carry out research on exchange of plant material and data for biodiversity conservation and development between African and European institutions. In addition, in year 3, training will be given on data management for plant material exchange through webinars and face-to-face training in Africa.

However, the main focus of the project is to develop a digital platform for the exchange of plant material and data that will overcome current perceived and actual constraints to collaborative work. This exchange tool, together with a best practice compliance accreditation mechanism, will have major impacts on capacity in developing countries by encouraging mentoring and collaborative working. It will also strengthen measures to prevent the international trade in threatened species (CITES) and the introduction of pests, diseases and invasive species. It is important to note that this output will build capacity for all Darwin Initiative eligible countries, not just those directly involved in the project.

An additional capacity building benefit will be greater awareness among policymakers of the value of biodiversity in sustainable development, and the benefits of collaborative research.

Q16. Gender equality

All applicants must consider whether and how their project will contribute to reducing inequality between persons of different gender. Explain how your project will collect sex disaggregated data and what impact your project will have in promoting gender equality.

The project will ensure gender equality in all aspects of project participation. For example, workshop participation by researchers from African and European institutions will include equal male and female representation. Project participant data will be disaggregated by gender in reporting, and the Project Steering Committee will have equal gender representation.

Q17. Change expected

Detail the expected changes this work will deliver. You should identify what will change and who will benefit a) in the short-term (i.e. during the life of the project) and b) in the long-term (after the project has ended).

Please describe the changes for biodiversity and for people in developing countries, and how they

are linked. When talking about people, please remember to give details of who will benefit and the number of beneficiaries expected. The number of communities is insufficient detail - number of households should be the largest unit used. If possible, indicate the number of women who will be impacted.

Plant Genetic Resources (PGR) are the basis of human innovation, adaptation and resilience, and underpin natural resource management in the landscape. PGR are essential for long-term food security, sustainable utilisation of non-food products, plant conservation and adaptation to a changing climate. PGR research and development is dependent on the responsible and effective exchange of high quality plant material (e.g. seeds, plant tissue), data and expertise. Currently, there is no digital plant exchange platform for non-crop species that meets these needs and no mechanism in place for recognising and accrediting organizations that apply best practices in ABS/biosafety/CITES compliance. This project will address these gaps.

In the short term, the main beneficiaries of this project will be policymakers, natural resource researchers, managers and conservationists in developing countries who will be able to identify trusted partners with whom they can exchange high quality data and plant material. This will result in greater opportunity for collaboration, and access to funding, facilities and training. Similarly, this project will help plant conservationists and natural resource researchers in developed countries who are often unsure about national laws in developing countries related to ABS, making them reluctant to participate in collaborative work that involves transfer of plant material.

BGCI has maintained its PlantSearch database (the basis of the proposed exchange platform) for the last 20 years with support from its member botanical institutions, and will continue to do so in the future as long as we continue to exist. Our records indicate ca. 45,000 requests for exchange of material over the past decade, and our expectation is that by making this a more useful tool by combining it with IPEN and Index Seminum and providing additional compliance data, its use will grow exponentially.

In the long term, the beneficiaries will be biodiversity and poor people in developing countries through improved benefit-sharing, biosafety and biodiversity conservation but also improved capacity of conservationists and natural resource managers to carry out applied conservation and sustainable development activities. In particular, the research that this project supports will help to enable human innovation, adaptation and resilience, which will have the greatest impact on the poorest people.

The benefits to biodiversity and livelihoods are not as direct or immediate as many DI projects, and so it is impossible to estimate the numbers of beneficiaries let alone to disaggregate long term beneficiaries by gender. However, we believe that the impacts of this project will be far greater in the long term than a typical Darwin project because after the project ends, exchange of plant material and data between developed and developing countries will increase significantly as these project tools are adopted. The main project outputs will have global impact, not just an impact in the participating countries.

Q18. Pathway to change

Please outline your project's expected pathway to change. This should be an overview of the overall project logic and outline how you expect your Outputs to contribute towards your overall Outcome and, longer term, your expected Impact.

Responsible and effective exchange of PGR germplasm and data is essential to support biodiversity conservation and sustainable development research and practice. There is strong evidence to suggest that exchange of germplasm, data and expertise between developing countries and developed countries is hampered by poor data, lack of knowledge about ABS, biosafety and CITES regulations, inability to track exchanged material and low levels of trust between organisations. Although global platforms for exchange

of PGR already exist (BGCI's PlantSearch has records from >1000 botanical institutions of ca. 45,000 exchanges in the last decade), north-south exchanges are rare, and none of these platforms currently flag and track material.

Under this project, we will develop tools that enable researchers and practitioners in developing and developed countries to access and share PGR material/data, flag and track material subject to ABS/biosafety/CITES regulations, and identify 'trusted' institution carrying out best practice compliance with these conventions.

The impact of this project will be significantly more exchange of data and material, more north-south collaboration, and greater capacity to carry out research and development in developing countries. Long term, this will create benefits for biodiversity and poor people in areas such as agriculture, horticulture, forestry, biotechnology and plant conservation.

Q19. Exit Strategy

State whether or not the project will reach a stable and sustainable end point. If the project is not discrete, but is part of a progressive approach, give details of the exit strategy and show how relevant activities will be continued to secure the benefits from the project. Where individuals receive advanced training, for example, what will happen should that individual leave?

The main project outputs are:

- (1) a digital platform for efficient and responsible exchange of plant material and data, and;
- (2) a mutually agreed, peer-reviewed global mechanism for recognising botanical research institutions that apply best practice ABS and biosafety procedures.

Both of these outputs are stable and sustainable end points. Both will require continued maintenance and upgrading but they build on existing tools and processes, already widely adopted by the botanical community, and both will continue to be maintained by BGCI and its partner institutions as has been the case hitherto.

The face-to-face training is project dependent but BGCI will continue to maintain and improve the web-based training as it already does for its other training modules, and this should help to ensure a steady increase in the number of people trained in data management and exchange of material beyond the project and well into the future.

If necessary, please provide supporting documentation e.g. maps, diagrams, references etc., as a PDF using the File Upload below:

No Response

Section 9 - Existing works, Ethics & Safeguarding

Q20a. Harmonisation

Is this a new initiative or a development of existing work (funded through any source)?

Please give details.

As indicated in Q.19, the main project outputs build on existing tools and processes, already widely adopted by the botanical community. These are:

- (1) BGCI's PlantSearch database (used by >1100 botanical institutions globally)
- (2) Index Seminum (used by about 200 organisations)
- (3) International Plant Exchange Network (used by about 50 organisations)
- (4) BGCI's accreditation schemes (adopted by around 100 organisations but only launched last year)

PlantSearch and BGCI's accreditation scheme is funded by BGCI member subscriptions and occasional project funding (e.g. IMLS matched funding). Index Seminum is funded by participating institutions. IPEN is funded by the University of Vienna and occasional project funding.

However, the development of a global accessions level platform in which ABS, CITES and biosafety compliance is flagged is completely innovative as far as we are aware.

Q20b. Are you aware of any other individuals/organisations/projects carrying out or applying for funding for similar work?

No

Q21. Ethics

Outline your approach to meeting the Darwin Initiative's key principles for research ethics as outlined in the [Guidance](#).

This project is designed to meet all legal and ethical obligations of both the UK and the countries involved in the project. Specifically:

It focuses on including relevant access and benefit sharing legislation pertaining to the utilisation of genetic resources and associated traditional knowledge;

It includes strong leadership and participation from developing countries and the communities directly involved to enhance the chances that the perspectives, interests and well-being of those directly affected by the project are properly addressed

It recognises the potential value and relevance of traditional knowledge and utilizes it where appropriate, alongside international scientific approaches and methods

It will respect the rights, privacy, and safety of people who are the subject of research and other project activities or other intended beneficiaries, whether direct or indirect.

It is based on Prior Informed Consent (PIC) principles with partner countries and communities.

It will protect the health and safety of all staff working full and part time on the project

It will uphold the credibility of any research and other findings.

Q22. Corruption

Explain how you have considered any risk of corruption that may affect the success of this project, and how you plan to manage this.

It is BGCI's policy to conduct all of our business in an honest and ethical manner. We take a zero-tolerance approach to bribery and corruption and are committed to acting professionally, fairly and with integrity in all our business dealings and relationships wherever we operate, and implementing and enforcing effective

systems to counter bribery.

BGCI is committed to upholding all laws relevant to countering bribery and corruption in all the jurisdictions in which we conduct business, including in the UK, by adhering to the principles of the Bribery Act 2010 which applies to conduct both in the UK and abroad.

This policy applies to all individuals working for or on behalf of BGCI at all levels and grades, whether permanent, fixed term or temporary, and wherever located, including consultants, contractors and partner organisations.

Q23. Safeguarding

Projects funded through the Darwin Initiative must fully protect vulnerable people all of the time, wherever they work. In order to provide assurance of this, projects are required to have appropriate safeguarding policies in place. Please confirm the lead organisation has the following policies in place and that these can be available on request:

We 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	Checked
We keep a detailed register of safeguarding issues raised and how they were dealt with	Checked
We 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	Checked
We have shared our safeguarding policy with downstream partners	Checked
We have a whistle-blowing policy which protects whistle blowers from reprisals and includes clear processes for dealing with concerns raised	Checked
We have a Code of Conduct in place for staff and volunteers that sets out clear expectations of behaviours - inside and outside the work place - and make clear what will happen in the event of non-compliance or breach of these standards	Checked

Section 10 - Funding and Budget

Q24. Funding and budget





Please complete the appropriate Excel spreadsheet, which provides the Budget for this application. Some of the questions earlier and below refer to the information in this spreadsheet. Note that there are different templates for projects requesting over and under £100,000 from the Darwin budget.

- [Budget form for projects under £100,000](#)
- [Budget form for projects over £100,000](#)

-
Please refer to the [Finance for Darwin/IWT Guidance](#) for more information.

N.B: Please state all costs by financial year (1 April to 31 March) and in GBP. The Darwin Initiative cannot agree any increase in grants once awarded.

Please upload your completed Darwin Budget Form Excel spreadsheet using the field below.

 [PlantSearch Darwin 1034](#)
 29/11/2019
 13:20:47
 xls 117.5 KB

Q25. Value for Money

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

To ensure value for money BGCI finance procedures will be applied, including:

- Timesheets tracking input.
- Procurement procedures that include the requirement for at least 3 tenders for contracts above £5,000
- Consultancy contracts in place before work commences and payment dependent on timely provision of deliverables to the proscribed quality.
- BGCI will request that members supplying expertise do so on a cost-recovery basis only, i.e. do not charge full consultancy rates.
- Each individual event/workshop will have a detailed budget prepared in advance. More than one quote will be obtained for material items.
- Quarterly finance reports from the African and European partners will be reviewed by the BGCI Project Leader.

In line with current BGCI practice, the Project Manager will have quarterly meetings with BGCI's Head of Finance. In meetings, management accounts for the quarter are reviewed, variations against budget investigated and any remedial steps agreed. 'Costs to complete' are also considered to identify any project variations or potential overspends so that appropriate action can be taken.

BGCI has a reputation as an efficient organisation, achieving high impact for its size. Part of this comes from a flat management structure with swift decision making, while maintaining appropriate levels of control.

In-kind staff contributions are committed from BGCI .

The budget was prepared using a 3% inflation factor for years 2 and 3 for salaries.

Q26. Capital items

If you plan to purchase capital items with Darwin funding, please indicate what you anticipate will happen to the items following project end.

There are no capital items in this project.

Q27. Match funding (co-financing)

Are you proposing co-financing?

Yes

Q27a. Secured

Provide details of all funding successfully levered (and identified in the Budget) towards the costs of the project, including any income from other public bodies, private sponsorship, donations, trusts, fees or trading activity, as well as any your own organisation(s) will be committing.

Donor Organisation	Amount	Currency code	Comments
IMLS	██████	USD	3 year funding 2020-2023 to support developments of PlantSearch
BGCI	██████	GBP	Funding from member subscriptions budgeted for website improvements related to PlantSearch
BGCI	██████	GBP	In kind staff time
<i>No Response</i>	0	<i>No Response</i>	<i>No Response</i>

Q27b. Unsecured

Provide details of any matched funding where an application has been submitted, or that you intend applying for during the course of the project. This could include matched funding from the private sector, charitable organisations or other public sector schemes. This should also include any additional funds required where a donor has not yet been identified.

Date applied for	Donor Organisation	Amount	Currency code	Comments
<i>No Response</i>	<i>No Response</i>	0	<i>No Response</i>	<i>No Response</i>
<i>No Response</i>	<i>No Response</i>	0	<i>No Response</i>	<i>No Response</i>
<i>No Response</i>	<i>No Response</i>	0	<i>No Response</i>	<i>No Response</i>
<i>No Response</i>	<i>No Response</i>	0	<i>No Response</i>	<i>No Response</i>

Do you require more fields?

No

Section 11 - Open Access and Financial Risk Management

Q28. Outputs of the project and Open Access

Please describe the project's Open Access plan and detail any specific funds you are seeking from Darwin to fund this.

All datasets, articles and technical reports from the project will be free and open access, and will be made available for publication on the Darwin Initiative website as appropriate. They will also be published on BGCI's websites on specific project pages that will be developed at the expense of BGCI.

Peer-reviewed publications and technical reports resulting from project output 1 will be published in open-access journals at the expense of the partner institutions.

Most importantly of all, the digital plant exchange tool and accreditation scheme that form the major outputs of this project will be open access and free for all to use.

Q29. Financial Risk Management

Explain how you have considered the risks and threats that may be relevant to the success of this project, including the risks of fraud or bribery.

BGCI's financial control procedures are outlined in Q.25, including our procurement procedures and how we minimise the risks of fraud or bribery.

The major external outlay for this project is a digital tool for the exchange of plant material and data. This element of the project accounts for 25% of the Darwin funds requested, and nearly all of the matched funding. This will require the hiring of the services of a suitable software development company that (a) has an excellent track record with developing bioinformatics tools, and (b) has a user-focus and can design a user friendly web-based interface. BGCI will put this contract out to tender following stringent procurement rules, including the requirement for at least three different quotes. We will follow up with references provided by the companies competing for this contract in order to minimise risk.

The second and third largest financial components of this project are the cost of travel and meetings in Ethiopia (25% of the budget combined). Here the biggest risk is political unrest disrupting these activities. We will mitigate this by planning for a contingency venue in a neighbouring country.

Section 12 - Logical Framework

Q30. Logical Framework

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

Impact:

Biodiversity conservation and the well-being and livelihoods of poor people in developing countries is

improved through increased north-south collaborative research in plant conservation and sustainable development.

Project summary

Measurable Indicators

Means of verification

**Important
Assumptions**

Outcome:

Improved capacity for biodiversity conservation and sustainable development in developing countries achieved through increased sharing of knowledge, facilities, data and plant material between institutions in the north and south

0.1 Baseline survey carried out on extent and nature of plant material and data exchange between European and African organisations by end of year 1. Survey repeated at end of project.

0.2 Consultation workshop held and specifications for a digital platform enabling responsible exchange and tracking of plant data and germplasm developed by the end of year 1.

0.3. Digital platform for germplasm/data exchange and tracking designed, developed and launched by end of year 2 results in increase in exchange of data and material between African and European institutions of at least 20% against the project baseline by end of project.

0.4. Accreditation methodology for recognising ABS, biosafety and CITES best practice agreed by the end of year 2, and scheme developed to assess and accredit organisations adhering to ABS, biosafety and CITES best practice launched and adopted by at least 20 organisations by the end of the project.

0.5. Training in data

0.1 Survey reports; MSc theses, peer-reviewed scientific paper

0.2 Meeting minutes and attendance records; specification document; inputs and agreement from project partners noted in correspondence/meeting minutes

0.3. Software developer job specs/contracts; collated ABS/Biosafety data; test site online; written feedback from researchers; digital platform launched online; platform user numbers; plant material exchange records.

0.4. Accreditation methodology published in report; inputs and agreement from ECBG and ABGN partners noted in correspondence/meeting minutes; accreditation scheme online; accreditation application records

0.5. Webinar available online; webinar use and completion records and certificates issued; training workshop attendance records; certificates issued.

University closures/strikes are not in place in Uganda and/or Ethiopia

The political situation in Ethiopia remains stable, and the country is safe to visit

National legislation or permitting procedures do not prevent the exchange of germplasm between some countries whatever the circumstances.

Consensus can be reached about how to measure compliance among users

management and use of the tool provided to at least 50 organisations through webinars and face to face meetings by the end of the project.

<p>Output 1: 1. Levels of plant material/data exchange between European and African PGR organisations characterized and quantified.</p>	<p>1.1. Baseline survey carried out on extent and nature of plant material exchange between European and African organisations by end of second quarter of year 1.</p> <p>1.2. At least one peer-reviewed paper published on the value of biodiversity for sustainable development, and impediments to its use by end of year 2</p> <p>1.3. Survey repeated at end of project in year 3.</p>	<p>1.1. Survey report; MSc theses</p> <p>1.2. Peer-reviewed scientific paper.</p> <p>1.3. Survey report; final project report</p>	<p>University closures/strikes in Uganda and/or Ethiopia are not in place (if this happens, there is the possibility of working with different universities or hiring an independent researcher)</p>
<p>Output 2: 2. Constraints to germplasm/data exchange identified and mutually agreed mechanisms for efficient and responsible exchange of plant data and material agreed by African and European PGR institutions</p>	<p>2.1. Consultation workshop held in Ethiopia and attended by at least 5 European and 5 African PGR institutions and policy makers from at least 5 countries with equal male/female representation by end of third quarter of year 1.</p> <p>2.2. Specifications for a digital platform enabling responsible exchange and tracking of plant data and germplasm developed by the end of year 1.</p>	<p>2.1. Meeting minutes and attendance records.</p> <p>2.2. Specification document; inputs and agreement from project partners noted in correspondence/meeting minutes.</p>	<p>The political situation in Ethiopia remains stable, and the country is safe to visit (If necessary, the venue can be shifted to Uganda or another neighbouring country)</p>

Output 3: 3. Digital platform for efficient and responsible exchange and tracking of plant data and material designed, developed, launched and used by the global research community	3.1. Digital platform for germplasm/data exchange designed by the end of year 1.	3.1. Software developer job specs/contracts; test site online; written feedback from researchers.	National legislation or permitting procedures do not prevent the exchange of germplasm between some countries. In some cases, procedures may continue to be prohibitive and/or slow to adapt regardless of project outcomes. However, this will be a minority of countries.
	3.2. Country by country data on ABS, biosafety and CITES compliance gathered by the 2nd quarter of year 2.	3.2. Database of ABS, biosafety and CITES compliance requirements assembled	
	3.3 Digital platform tested and launched by the end of year 2.	3.3. Digital platform available online	
	3.4. Platform results in an increase in annual exchange of plant material between African and European institutions of at least 20% against the project baseline by end of project.	3.4. Plant material exchange records	

Output 4: 4. A mutually agreed, peer-reviewed global mechanism for recognising botanical research institutions that apply best practice ABS and biosafety procedures is developed and launched	4.1. Accreditation methodology for recognising ABS, biosafety and CITES best practice agreed by the end of year 2	4.1. Accreditation methodology published in report; inputs and agreement from ECBG and ABGN partners noted in correspondence/ meeting minutes	Consensus can be reached about how to measure compliance amongst users (Many institutions already use BGCI's accreditation schemes and substantial consultation has already taken place)
	4.2. Accreditation scheme developed to assess and accredit organisations adhering to ABS, biosafety and CITES best practice by end of 2nd quarter in year 3, and launched and adopted by at least 20 organisations by the end of the project.	4.2. Accreditation scheme online; application records; accreditations awarded	

Output 5:

5. Researchers trained in data management and the use of the digital platform.

5.1. Online training content developed, and webinar training module launched by the second quarter of year 3, and used by at least 50 researchers with equal by the end of the project.

5.2. Face-to-face training in Ethiopia provided to at least 30 African researchers (equal male/female representation) by the end of the 3rd quarter in year 3

5.1. Webinar available online; webinar use and completion records; certificates issued.

5.2. Attendance records; certificates issued.

The political situation in Ethiopia remains stable, and the country is safe to visit (If necessary, the venue can be shifted to Uganda or another neighbouring country)

Do you require more Output fields?

It is advised to have less than 6 Outputs since this level of detail can be provided at the Activity level.

No

Activities

Each activity is numbered according to the Output that it will contribute towards, for example, 1.1, 1.2, 1.3 are contributing to Output 1.

Output 1

Activity 1.1. Two MSc studies carried out on the extent and nature of plant material exchange for biodiversity conservation and sustainable development (years 1 and 2)

Activity 1.2. At least one peer reviewed paper published on the value of biodiversity for sustainable development, and impediments to its use by end of year 2

Activity 1.3. Survey on extent and nature of plant material exchange repeated by end of year 3

Output 2

Activity 2.1. Consultation workshop on constraints to plant material/data exchange and development of digital exchange platform held in Ethiopia by end of 3rd quarter, year 1

Activity 2.2. Specifications for a digital platform agreed and software company engaged by end of 3rd quarter, year 1

Activity 2.2. Software company engaged to develop digital platform by end of 3rd quarter, year 1

Output 3

Activity 3.1. Digital platform for germplasm/data exchange designed by end of year 1

Activity 3.2. Country by country data on ABS, biosafety and CITES compliance regulations gathered and incorporated into the digital platform by the end of the 2nd quarter year 2

Activity 3.3. Digital platform tested and launched by the end of year 2

Activity 3.4. Digital platform promoted to European and African botanical institutions, and worldwide.

Output 4

Activity 4.1. Side-meetings held at Eurogard Conference in Hungary to test digital platform and to discuss accreditation methodology for recognising ABS and biosafety best practice by end of 2nd quarter year 2

Activity 4.1. Accreditation scheme consultation carried out, and scheme agreed by end of year 2

Activity 4.2. Online accreditation scheme developed by end of 2nd quarter year 3

Activity 4.2. Online accreditation scheme tested and launched by end of the project

Output 5

Activity 5.1. Online training content on data management and use of the digital platform developed and webinar training module launched online by the 2nd quarter of year 3

Activity 5.2. Training workshop on data management and use of the digital platform held in Ethiopia by the end of the 3rd quarter year 3





Section 13 - Implementation Timetable

Q31. Provide a project implementation timetable that shows the key milestones in project activities

Provide a project implementation timetable that shows the key milestones in project activities. Complete the Excel spreadsheet template as appropriate to describe the intended workplan for your project.

Implementation Timetable Template

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

 [Darwin R26 - Stage 2 - Implementation Time table project 1034 FINAL \(1\)](#)
 29/11/2019
 15:02:05
 xlsx 15.24 KB

Section 14 - Monitoring and Evaluation

Q32. Monitoring and evaluation (M&E) plan

Describe, referring to the Indicators above, how the progress of the project will be monitored and evaluated, making reference to who is responsible for the project's M&E.

Darwin Initiative projects are expected to be adaptive and you should detail how the monitoring and evaluation will feed into the delivery of the project including its management. M&E is expected to be built into the project and not an 'add' on. It is as important to measure for negative impacts as it is for positive impact. Additionally, please indicate an approximate budget and level of effort (person days) to be spent on M&E (see [Finance Guidance for Darwin/IWT](#)).

Monitoring and Evaluation (M&E) will be a core part of BGCI and partner staff time on the project. The Project Leader from BGCI will spend 10% of his time on M&E each year (£██████ per annum, 20 person days and 50% BGCI travel costs/year). The other project managers will spend approximately a quarter of their time on project monitoring and evaluation. The estimated total budget spent on M & E is ca. £54K (12.5% of the total budget).

The Project Steering Committee (SC) will be primarily responsible for M&E throughout the project. The SC will further develop the indicators identified in the logframe and performance standards for each output will be identified. For example, for stakeholder engagement, this might include standards for the number of people involved and the ways in which gender issues are addressed. These standards will provide the baseline against which performance will be measured.

The SC will review progress at six-monthly meetings (by video-conferencing and face to face). During meetings the following will be reviewed:

- Progress against the project implementation timetable - If delays have occurred, steps will be identified to ensure such delays do not occur again and activities re-scheduled accordingly within the overall project framework
- Comparison of ongoing and completed activities against performance standards - If standards are not being met, the reasons for this will be investigated and remedial action taken.
- Expenditure against project budget - If there is an under- or over-spend against the project budget, the reasons for this will be understood and if necessary steps taken to address the issues.
- Identification of new potential risks and mitigating measures.

A report will be prepared after each meeting to provide documentary evidence of project progress and to record any steps taken (adaptive management), or changes made to the implementation timetable. Meetings of the SC will be synchronised with Darwin Initiative reporting requirements.

The project has also built strong baseline, mid-term and final surveys into its methodology. These include: Output 1: Baseline and end of project studies carried out on the extent and nature of plant material exchange for biodiversity conservation and sustainable development between organisations in the north

and south

Outputs 2 and 3: Use of the digital platform for plant material/data exchange developed by the project

Output 4: Uptake of the accreditation scheme recognising best practice in ABS/biosafety compliance developed by the project

Output 5: Number of people trained in data management and use of the digital platform tool

Total project budget for M&E in GBP (this may include Staff, Travel and Subsistence costs)

£ [REDACTED]

Number of days planned for M&E

114

Percentage of total project budget set aside for M&E (%)

12

Section 15 - FCO Notifications

Q33. FCO Notifications

Please state whether there are sensitivities that the Foreign and Commonwealth Office will need to be aware of should they want to publicise the project's success in the Darwin competition in the host country.

No

Please indicate whether you have contacted your Foreign Ministry or the local embassy or High Commission (or equivalent) directly to discuss security issues (see [Guidance Notes](#)) and attach details of any advice you have received from them.

No

If no, why not?

BGCI already has projects in Ethiopia and Uganda, and we are well known to the British High Commissions. In addition, none of the activities in this project will take place in places that the FCO advises against travel to.

Section 16 - Certification

Q34. Certification

On behalf of the

Trustees

of

Botanic Gardens Conservation International

I apply for a grant of





£326,530.00

I certify that, to the best of our knowledge and belief, the statements made by us in this application are true and the information provided is correct. I am aware that this application form will form the basis of the project schedule should this application be successful.

(This form should be signed by an individual authorised by the applicant institution to submit applications and sign contracts on their behalf.)

- I have enclosed CVs for key project personnel, letters of support, budget and project implementation timetable (uploaded at appropriate points in application).
- Our last two sets of signed audited/independently verified accounts and annual report are also enclosed.

Checked

Name	Paul Smith
Position in the organisation	Secretary General (CEO)
Signature (please upload e-signature)	 PS signature  29/11/2019  15:35:21  jpg 25.71 KB
Date	29 November 2019

Section 17 - Submission Checklist

Checklist for submission

	Check
I have read the Guidance, including "Guidance Notes for Applicants" and "Finance Guidance".	Checked
I have read, and can meet, the current Terms and Conditions for this fund.	Checked
I have provided actual start and end dates for the project.	Checked
I have provided my budget based on UK government financial years i.e. 1 April - 31 March and in GBP.	Checked
I have checked that our budget is complete, correctly adds up and I have included the correct final total at the start of the application.	Checked
The application been signed by a suitably authorised individual (clear electronic or scanned signatures are acceptable).	Checked

I have included a 1 page CV or job description for all the key project personnel identified at Question 10, including the Project Leader, or provided an explanation of why not.	Checked
I have included a letter of support from the the Lead Organisation and main partner organisation(s) identified at Question 9, or an explanation of why not.	Checked
I have included a cover letter from the Lead Organisation, outlining how any feedback received at Stage 1 has been addressed where relevant.	Checked
I have been in contact with the FCO in the project country/ies and have included any evidence of this. If not, I have provided an explanation of why not.	Checked
I have included a signed copy of the last 2 annual report and accounts for the Lead Organisation, or provided an explanation if not.	Checked
I have checked the Darwin website immediately prior to submission to ensure there are no late updates.	Checked
I have read and understood the Privacy Notice on GOV.UK.	Checked

We would like to keep in touch!

Please check this box if you would be happy for the lead applicant (Flexi-Grant Account Holder) and project leader (if different) to be added to our mailing list. Through our mailing list we share updates on upcoming and current application rounds under the Darwin Initiative and our sister grant scheme, the IWT Challenge Fund. We also provide occasional updates on other UK Government activities related to biodiversity conservation and share our quarterly project newsletter. You are free to unsubscribe at any time.

Checked

Data protection and use of personal data

Information supplied in this application form, including personal data, will be used by Defra as set out in the latest copy of the Privacy Notice for Darwin, Darwin Plus and the Illegal Wildlife Trade Challenge Fund available [here](#). This Privacy Notice must be provided to all individuals whose personal data is supplied in the application form. Some information, but not personal data, may be used when publicising the Darwin Initiative including project details (usually title, lead organisation, location, and total grant value) on the GOV.UK and other websites.

Information relating to the project or its results may also be released on request, including under the 2004 Environmental Information Regulations and the Freedom of Information Act 2000. However, Defra will not permit any unwarranted breach of confidentiality nor will we act in contravention of our obligations under the General Data Protection Regulation (Regulation (EU) 2016/679).