Darwin Initiative Main & Extra Annual Report

To be completed with reference to the "Project Reporting Information Note":
(https://www.darwininitiative.org.uk/resources/information-notes/)

It is expected that this report will be a **maximum of 20 pages** in length, excluding annexes)

Submission Deadline: 30th April 2025

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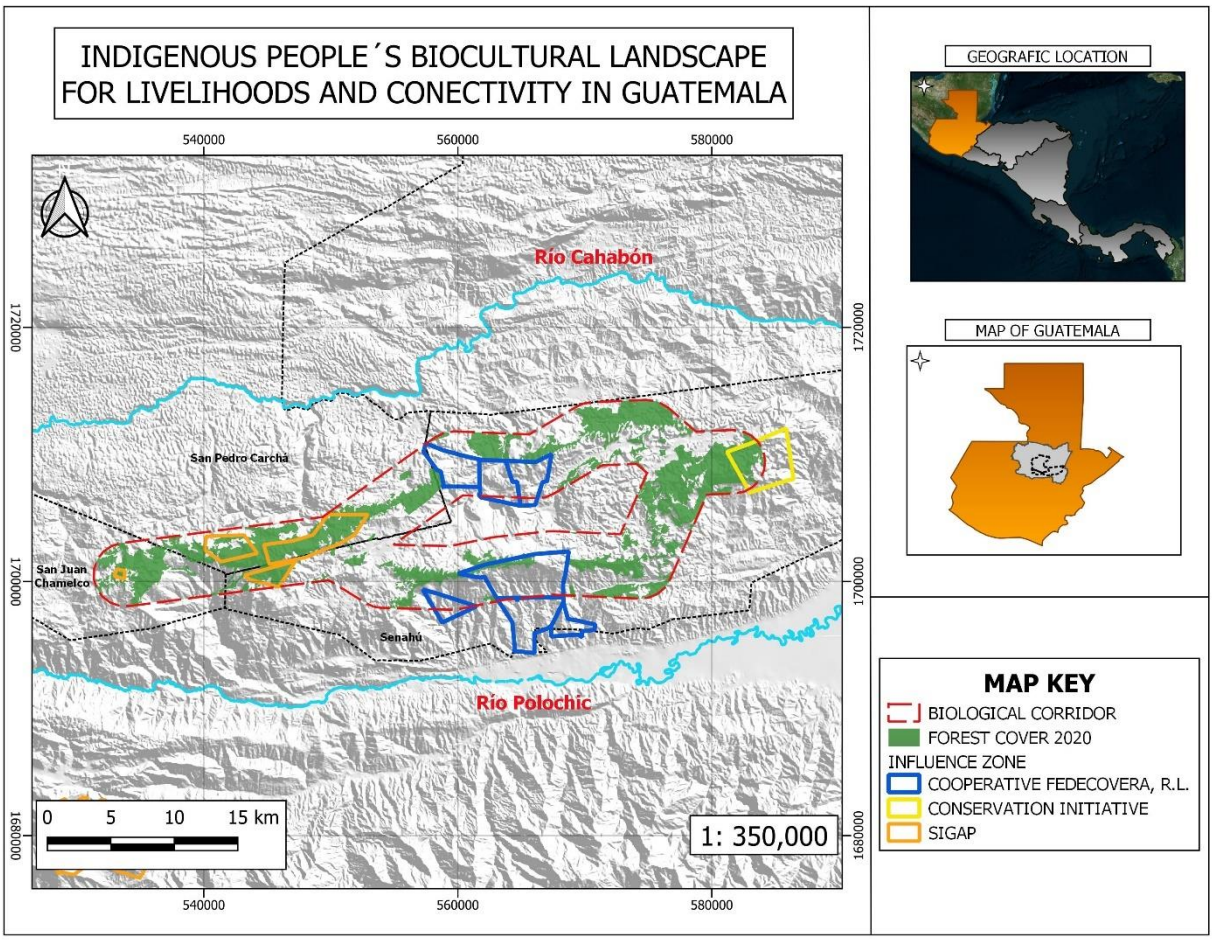
Darwin Initiative Project Information

Scheme (Main or Extra)	Main
Project reference	DI 29-019
Project title	Biocultural landscapes for livelihoods and connectivity in Verapaces, Guatemala.
Country/ies	Guatemala
Lead Organisation	University of Greenwich
Project partner(s)	Federation of Cooperatives of the Verapaces, FEDECOVERA, Association Private Nature Reserves of Guatemala, ARNPG
Darwin Initiative grant value	£560,799
Start/end dates of project	Start 01,09,22; end 30,08,25
Reporting period (e.g. Apr 2024 – Mar 2025) and number (e.g. Annual Report 1, 2, 3)	Apr 2024 – Mar 2023. Annual Report 3.
Project Leader name	Jeremy Haggar
Project website/blog/social media	
Report author(s) and date	Jeremy Haggar and Pamela Katic, UoG Benjamin Bol, FEDECOVERA Juan Zelada, ARNPG 3rd May 2025

1. Project summary

The cultural and biological megadiversity of Guatemala is vulnerable to forest fragmentation and climate extremes, isolating highland endemic species and increasing poverty though landslides cutting off communities from markets and taking lives. The aims of the proposal were identified by partners FEDECOVERA and ARNPG, selecting Sierra Yalijux as a key biodiversity area with indigenous cooperatives and private nature reserves members of the two organizations. Communities are affected by the need to generate livelihoods for their families that lead to land clearance contributing to landslides and recent water shortages. Both traditional knowledge about nature is being lost, and scientific recording of biodiversity is limited. FEDECOVERA wish to recover traditional knowledge and develop livelihoods that respect nature. Private nature reserves and associated communities need to generate income sources that enable them to continue conserving the remaining forest. Integrating registers of traditional knowledge, and biological monitoring will help identify priority areas for forest conservation, while agroforestry

and reforestation will improve landscape connectivity for biodiversity. At the same time there is recognition that producing and processes cardamon and coffee has environmental impacts and FEDECOVERA wish to assess how to reduce those impacts especially use of firewood and water in processing. Potential income sources from eco-tourism, forestry incentives and production of medicinal or other native plants will further support forest conservation. A biological corridor is proposed as a potential co-management area between cooperatives and private nature reserves (SIGAP in map below).



2. Project stakeholders/ partners

The project is implemented by Guatemalan project partners FEDECOVERA and ARPNG working with the primary beneficiaries 10 indigenous cooperatives with 10,995 members from 4447 families, plus three private nature reserves one communal the others private farms. Nevertheless, the two organizations work as a team with ARPNG conducting biological monitoring and diagnosis of eco-tourism development in some of the cooperatives, and FEDECOVERA providing logistic and linguistic support for working with the private nature reserves, and qualified forestry staff for forest inventories. In addition, FEDECOVERA execute reforestation and agroforestry biocultural protocols of ancestral knowledge, production of medicinal herbs and general training on sustainable production with their member communities.

The University of Greenwich as lead provides methodological support and training to FEDECOVERA on biocultural protocols, carbon foot-printing and sequestration estimation, and on biodiversity monitoring to ARNPG, as well as general project management. Virtual meetings are held monthly where partners report on progress against workplans. In person meetings between partners are held approximately every 8-10 months to report progress against log-frame output indicators, assess progress towards outcomes, and plan for the following year.

Project advances, plans and areas of collaboration are shared with stakeholders (local government institutions, municipalities, beneficiary representatives) approximately every 6 months (see activity 1.1). Practical coordination with these actors includes promotion of

ecotourism through Institute of Tourism, review and approval of management plans with the Council for Protected Areas, advice and review of applications for incentives from the Institute of Forests, and training on waste management from Ministry of Environment.

On at least an annual basis we provide updates (virtual or in person) on the project to the British Embassy including the Defra staff member and Ambassador when available. The last update to the Ambassador was on 6th February 2025 when we met in person.

3. Project progress

3.1 Progress in carrying out project Activities

1.1 Meetings were held with the Council for Protected Areas central office on 19th August to present the project to the new Executive Secretary Igor de la Roca, the Director of Protected Areas System, and the Office for Indigenous Communities. CONAP confirmed their support for the project and to continue collaborating in various project activities. A further meeting was held on 27th January with the new Director of the Protected Areas System to discuss the process for co-management plans.

1.2 FEDECOVERA continued to plan with cooperatives and their members the location of areas for reforestation results of which are reported under 3.1 below. As the areas of biological importance to reforest (along the hill-tops between remanent forest patches) are under individual use for agriculture the reforestation strategy was adjusted to plant trees into existing cardamon plantations as an agroforestry system as opposed to pure reforestation. Otherwise, farmers would not have been willing to assign land for tree planting.

1.3 Two updated private nature reserve management plans (for Chelemha and Kanti-sul) have been submitted to CONAP for approval. Feed-back has been received from CONAP and additions are being made in response. We do not foresee a third updated management plan as the other two reserves in the area have been effectively abandoned.

1.4 Two co-management plans to conserve remnant forest have been agreed in principle: the Cerro Sejum between three cooperatives (Las Nubes, Actela, and Vista del Valle), and for Cerro Qawa Siyab in Santa Monico cooperative. We are waiting for an updated procedure from CONAP as to the new process for documenting co-management plans.

1.5 Two multi-stakeholder workshops have been between cooperatives, private nature reserve representatives, and regional delegations of national institutions – specifically CONAP, Institute for Forests, Institute for Tourism, Ministry of Environment and Ministry of Agriculture. In the workshops project updates are provided, areas of inter-institutional collaboration discussed, and an interinstitutional landscape plan for conservation of the Sierra Yalijux initiated. Examples are given under section 2 above. Subsequently a bilateral discussion was held with Mario Abel Diaz Anzueto of Ministry of Environment about the multi-institutional process to form a biological corridor for the Sierra Yalijux.

2.1 Seven additional cooperatives completed the participatory exercises to document their biocultural protocols. This involved participation from 672 women and 258 men from across these cooperatives. These have been presented in the annual assembly of coop members and approved by their Councils. Additionally for the three cooperatives who completed their protocols in 2023, they have held events to socialise and update the contents with participation from 500 women and 157 men.

2.2/2.3 Between November 2024 and February 2025 “winter” season monitoring of birds, reptiles and amphibians and mammals was completed in three cooperatives (Las Nubes, Vista del Valle and Santa Rosita) and one private farm Senimla Chooch by ARNPG. The private farm represents an important intact forest area of about 50 ha adjacent to the forest fragments within the cooperatives enhancing the viability of a potential biological corridor along the ridge-line of Cerro Sejum / Cerro San Juan.

2.4 ARNPG provided feedback and training on conservation and bird-watching to 34 members across the three cooperatives where biological monitoring was conducted (summaries attached). Additionally, educational materials have been developed presenting the main

species of amphibians, birds and mammals found in the cooperatives to increase awareness of the importance of this critical group.

2.5 Discussions with cooperatives have focused on how to conserve the remaining forest fragments in the cooperative, including the option of having co-management plan with CONAP (see 1.4). Independently as a result of the strong dry season in early 2024 leading to lack of water and a forest fire, three of the project cooperatives (Las Nubes, Vista del Valle and Acetela) lobbied two non-project cooperatives to collectively agree to prohibit burning in an approx. 50 m buffer through the remaining forest along the Cerro Sejum ridge line each side of the border between the cooperatives. A fine of about £1000 was agreed for anyone contravening this agreement. Additionally, training was given to 33 people from across 4 cooperatives on combating forest fires.

3.1 A total of 98,356 trees were planted across 243 ha of land, much of this as reforestation of previously unshaded cardamon plantations, which are the dominant land cover. Of this area 125 ha were on individual land benefiting 153 men and 32 women, the remainder was on cooperatively managed land. Additionally 48 ha of coffee and cardamon agroforestry were established (trees and crop components) across the land of 311 farmers (122 women). Additionally, the Camelias established 2.25 ha of coffee agroforestry on cooperative land. In addition, as an estimated 30% of trees from 2023 died during the drought in early 2024, cooperatives have been supported to develop their own small nurseries to raise replacement plants. Thus, we hope that the areas reforested will be maintained.

3.2/3.3 Training and inventory plots were established in 2023. Have now been analysed to estimate carbon stocks in cardamon and coffee agroforestry systems (see carbon footprint report).

3.4 Two cooperatives have submitted their 2023 reforestation for incentives from Institute for Forests, but because of high plant mortality during extreme dry season they are required to replant lost plants before they are eligible to receive incentives.

3.5 Reforestation areas have been mapped (see examples in annex), pending analysis once complete.

4.1/.4.2/4.3 Installation, training in and operation of cardamon driers and coffee mill completed 2023. Monitoring of firewood use by driers and water by coffee mill continued through 2024/25. Overall 26% reduction in firewood use, and 14% reduction in water use.

4.4./4.5/4.6 Four FEDECOVERA staff trained in collection and entering data in the Cool Farm Tool carbon footprint on-line tool. Outputs were reviewed by University of Greenwich specialists in C-footprinting. We were recommended to use a new version of the CFT called Cool Farm Platform that is designed to model perennial crops such a coffee (the standard version only makes annual assessments). However, we found several points of inconsistency in the new platform. This was particularly the case for the estimates of carbon sequestration, but also in the management of pruning residues, coffee pulp and firewood. The UoG C-footprinting specialists therefore decided to make their own assessments following standard life cycle analysis procedures, and data from the coffee and cardamon tree inventories. We have concluded that while the Cool Farm Tool estimates are generally reliable for most standard agronomic emissions, it does not differentiate between different firewood sources, treatment of coffee pulp nor generally reliably estimate carbon sequestration in the trees. Our own estimates of carbon sequestration from the inventories are also uncertain as to have a reliable estimate you need two measurements a few years apart. We have a base-line from 2023, and as part of a new project we will remeasure in 2025/26, only then will we be able to make a more reliable estimate of sequestration. From the current estimates of carbon emissions from coffee and cardamon production we have been able to highlight some major GHG emissions and management practices that could reduce emissions. Tentatively it appears that for cardamon C-sequestration by the shade trees is substantially greater than emissions from production. For coffee the trend is less clear with estimates for some coops showing a positive balance and others a negative one. Additionally, we have made an estimate of the C-footprint from the industrial processing (drying and grading) of coffee and cardamon conducted by FEDECOVERA prior to export.

5.2/5.3/5.4 Medicinal herb production areas and driers have been established in two cooperatives, Santa Maria and Santa Rosita. 105 women and 20 men have been trained in the production of creams including medicinal herbs for cuts and bruises. This was informed by four project staff completing a 13 month CPD training on medicinal plants (see diplomas in annex).

5.5/5.6/5.7 Two cooperatives and one community group (total 32 people, 4 women) have received training in attending tourists to prepare them for that eventuality. The Institute for Tourism visited the Chicanab community to discuss providing signs for tourists to arrive and promotion of the community. Discussions were held with Santa Monica and Chijolom cooperatives to define their tourist offer and route. Leaflets and signage are being designed.

3.2 Progress towards project Outputs

Output 1 Indicator 1.1 – reported and completed in previous annual reports.

1.2 Two private nature reserves management plans have received comments from CONAP to be responded to prior to approval, copies of official responses attached. Two co-management plans between cooperatives and CONAP are in progress. If achieved this will meet the target for 4 updated or new management plans.

1.4 Minutes of multi-stakeholder meeting in August 2024 and January 2025 attached plus the draft landscape management plan developed as basis for multi-institutional round-table for conservation of Sierra Yalijux. An amphibian conservation strategy, as a group of particular importance in the landscape, has been drafted for discussion with stakeholders.

Output 2

Indicator 2.1 Ten Biocultural protocols have been completed, presented to the cooperative assemblies and approved by the Council of directors. Photos of the frontispiece is below, but the documents themselves are the cultural patrimony of the communities and we have committed to not sharing it externally without their consent. The UK researchers have only seen a draft copy of the first protocol to provide feedback on content and process, and do not hold copies of any of the documents. Only the Qeq'chi staff on the project have seen the full content and have access to copies.

2.2 A data-base of biological records from monitoring of is attached, listing 157 birds species, 22 mammals, 21 amphibians and 16 reptiles. The group of greatest conservation concern are the amphibians most of which are regional endemics including one endangered species *Craugaster daryi*, four vulnerable species *Ptychohyla hypomykter, Craugaster xucanebi, Craugaster brochi,* and *Bolitoglossa helmrichi*, plus two Near Threatened *Bolitoglossa dofleini, Bolitoglossa odennelli.* While the endangered *Craugaster daryi* and vulnerable *Bolitoglossa odennelli* were found in high-altitude cloud forest of the private nature reserves, the remaining species were found in forest fragments in the cooperatives, showing the importance of conserving these fragments. Another highlight is that three cat species, Margay, Ocelot and Jaguarundi have been found not only in private nature reserves but also in forest fragments in the cooperatives.

2.3 Records from monitoring in the cooperatives have been annexed to the biocultural protocols of each cooperative. Educational materials have been developed including posters of the main species found, information on how to prevent the fungal infection of amphibians and other actions to promote their conservation (copies attached).

2.4 Biological monitoring comparing species richness between forest fragments and agroforestry systems is not yet complete but additional data in 2024/25 maintain the trend of higher amphibian species numbers in cardamon agroforestry than forest, similar bird species numbers and higher medium-large mammal species diversity in forest than agroforestry (see APRNG report). Most of the Vulnerable and Near Threatened amphibians were also found in the cardamon agroforestry at least when adjacent to streams as well as the forest fragments. Their ability to adapt to the cardamon plantations may have aided their persistence as this is one of the main land-uses. However, more detailed data analysis is required once monitoring is complete.

Output 3

3.1 243 ha of land reforested in 2024 plus 50.26 ha established in agroforestry. Added to areas from 2024 totals 343 ha reforested plus 99.26 ha of agroforestry. Although much of the reforested land is addition of trees to cardamon plantations, the total area is considerably greater than the 200 ha target, meets the critical of sustainable land management and enabled re-establishment of tree cover in priority corridors between or around forest fragments. A detailed breakdown is provided in the FEDECOVERA report attached, including example maps of areas reforested.

3.2 19,127 days of work were provided in the reforestation and agroforestry establishment in 2024, generating an income of about £95,600 for cooperative members (see FEDECOVERA annual report). The agroforestry establishment directly benefited 189 women and 122 men whose coffee or cardamon were renovated.

3.3. Carbon stocks have been estimated for the forestry inventory plots (see Carbon footprint report under Output 4).

3.4 Only 2 cooperatives have applied for forestry incentives. Participation is limited by low tree survival and some planting regimes (especially planting trees into existing crops) not being recognised by Institute for Forestry.

41./4.2 Completed and reported on in 2024.

4.3 Report on carbon balance and footprint of coffee and cardamon production has been drafted. (see attached).

4.4 Report will be presented to FEDECOVERA management in May 2025, for review and assess any strategic actions.

5.1 105 women and 20 men have been trained in management of herbs and preparation of simple creams using the herbs (see FEDECOVERA report). No products are being offered externally at present.

5.2 One community and two cooperatives preparing to receive tourist (see activities above)

5.3 Change in capacity from training to be evaluated and presented in final report

5.4 Publications will be developed on biocultural protocols and from biological monitoring (the later probably post-project due to delays in collection of data).

3.3 Progress towards the project Outcome

Outcome Indicator 1: Household survey of livelihoods across 10 cooperatives will be implemented in May-June 2025. Impacts of drought in 2024 are likely to affect livelihoods – see assumptions below.

Indicator 2: 343 ha of land reforested plus 99.26 ha established in agroforestry (sum of 2023 and 2024 planted areas), 428.26 ha total. Reported in FEDECOVERA report, georeferencing of area is almost complete. Potential additional area of forest conserved under co-management plans of 30-50 ha.

Indicator 3: Actions contribute to reduced carbon footprint include fuel efficient cardamon driers – 26% reduction and reduced water use in coffee processing – 14% reduction. Plus 329 ha reforested. Impacts of these actions on overall C-footprint will be assessed in final report.

Indicator 4: Assessment of changes on awareness and use of traditional knowledge is included in household survey for reporting in end of project report

Indicator 5: Ten biocultural protocols have been completed, presented in member assembly and approved by council of directors representing 10,995 members from 4447 families in ten cooperatives.

3.4 Monitoring of assumptions

Outcome 1 Assumption on climate extremes. During the first half of 2024 the study area which had normally has almost year round rain with just 1-2 month of dry season experienced the first

drought in living memory with minimal rain over a 4-5 month period and high temperatures. This had several impacts that affect our indicators. Firstly, FEDECOVERA estimate an 82% reduction in cardamon production and 50% reduction in coffee production, the two main income sources for the cooperatives and their members (see FEDECOVERA report). This will affect the household livelihood indicator 1 of the outcome statement, as families are likely to register as considerable fall in income compared to the base-line survey. A further impact is that the cooperatives had their first forest fire which destroyed about 40 ha of the largest remaining forest fragment of about 200 ha on Cerro Sejum, thus reducing the area we hoped to conserve affecting indicator 2. Also affecting indicator 2 is the high tree mortality of the seedlings planted in 2023 which is estimated at between 30-60%. To mitigate this the project has supported the cooperatives to develop their own nurseries to replant, and thus we hope the overall area reforested will not be affected.

Under Output 1, related to the second Assumption, we are delayed in the approval of updated management plans by CONAP due to the turnover in Directors of Protected Areas, and similarly delayed in proceeding with the co-management plan formulation because CONAP are changing the procedure.

Output 2, we had assumed that biological expertise would be available for monitoring across the three taxonomic groups, but in early 2024 the biologists contracted left to further their careers and it took almost 8 months to find new qualified biologists. This as delayed the monitoring but it will still be completed within the timescale of the project and has been in time to inform other activities such as management plans where needed.

Output 3 Access to government reforestation incentives has been limiting (second assumption), in part because the scheme most accessible to smallholders (PINPEP), is oversubscribed i.e. doesn't have enough funding to meet currently approved projects and so is not accepting more. The other scheme (PROBOSQUE) does not accept planting of trees within existing crops, such as cardamon, which is the most viable option for most farmers and cooperatives. Thus it is unlikely to achieve indicator 3.4.

Output 4: Rather than market demand the limitation has been the applicability of the assumptions in carbon-footprinting tools. Estimates of footprint and balance are highly dependent on the assumptions made, and applicability of models used to the local situation. After some extensive trials we decided we are not able to recommend the application of Cool Farm Tool and thus conducted our own bespoke assessments. Although some recommendations as to how to reduced the C-footprint are possible, assessment of overall carbon balance require more data.

Output 5: Access limitations (an aspect of personal security) to the communities the project is working with are a definite limitation to the communities establishing eco-turistic activities. The Chicanab community is the closest to Coban and the road to it had been recently renewed, but a storm mid-2024 damaged the road again limiting access to four-wheel drive vehicles once more. Nevertheless, we hope to conduct a trial tourist visit in mid 2025.

3.5 Impact: achievement of positive impact on biodiversity and multidimensional poverty reduction

Achievement of the project's expected impact "Indigenous people's managing their biocultural landscape generating sustainable equitable livelihoods, increased populations of endemic biodiversity from a landscape resilient to climate change" is dependent on institutional follow through from the actions initiated by the project.

The most significant impact of the project is likely to be the strengthening of environmental issues in the agenda of project partner FEDECOVERA. While FEDECOVERA as always promoted environmental sustainability through organic, fairtrade and FSC certification, plus has respect for nature as one of it's core principals, it has not to date taken an active role in promoting forest conservation among its members. While reforestation and agroforestry can play an important role in sustaining biodiversity in the landscape, conservation of patches of natural forest are critical to conserve the presence of many species – as seen in the presence of many mammal species only being found in those forest fragments. We hope that by demonstrating the potential of co-management agreements between cooperatives and CONAP

we can provide a model that FEDECOVERA can then apply across all 40 of its cooperative members. At the same time the project has highlighted the presence of endangered species present within the cooperative lands as well as high levels of biodiversity overall, both among cooperative members but also across FEDECOVERA. A national level discussions with the Council for Protected Areas show desire to promote co-management arrangements with communities and cooperatives to enable conservation of biodiversity outside of protected areas. However, so far there are few examples of such co-management agreements, the development of a successful example with FEDECOVERA would help promote this approach.

In terms of multi-dimensional poverty reduce the greatest impact of the project will hopefully be in the conservation of their water sources. The drought in early 2024 came as a wake-up call that even in this high rainfall area, they are vulnerable to drying up of water sources during extreme events. At the other extreme the access to the communities is frequently cut by landslides during tropical storms, and even loss of houses and lives. The reforestation being undertaken and forest conservation being promoted will hopefully help maintain the water supply and reduce landslides. Although we cannot evaluate this within this project, we are starting a new Defra/GCBC project that will assess the impacts of this reforestation on these hydrological services.

4. Project support to the Conventions, Treaties or Agreements

Meetings were held with the Council for Protected Areas – focal point for CBD - on 19th August to present the project to the new Executive Secretary Igor de la Roca, the Director of Protected Areas System, and the Office for Indigenous Communities. CONAP confirmed their support for the project and to continue collaborating in various project activities. The project committed to uploading the results of its biological monitoring to the Guatemala biodiversity data-base and invited CONAP to visit the communities to share their experience with biocultural protocols. A further meeting was held on 27th January with the new Director of the Protected Areas System to discuss the process for development of co-management plans. These areas of interaction respond to key indicators within the Guatemalan National Biodiversity Strategy including:

i. Monitoring the status of biological diversity

ii. Effective management of protected areas and other mechanisms for conservation of landscapes

iii. Existence of mechanisms to cooperate with local communities for the management of traditional knowledge

iv. Models for management of biocultural landscapes developed as pilot experiences.

5. Project support for multidimensional poverty reduction

The process of development of the biocultural protocols and their reception by the cooperatives and other local and national actors indicates that these may become effective mechanisms to reduce poverty in the long-term through the strengthening of community governance and increased awareness about biodiversity and its associated cultural values, knowledge and traditions. The biocultural protocols developed emphasise the cooperatives' customary rules and laws and their cultural heritage, while at the same time making visible and explicit their local norms. Thus, they hold great potential to become powerful tools for achieving substantive equity and procedural fairness in respect of access to biological resources and associated traditional knowledge.

Besides the impact of the protocols themselves on justice, the process of drafting the protocols following consensus-based decision- making can also be understood as an outcome of collective action. The in-depth discussions and debates about the protocols helped strengthen cooperative members' ties to one another in preparation for a time when pressure from outside actors for their consent would be more present. This process also gave momentum for the cooperatives to bolster their internal organisation, strengthen their internal understanding, and become a more unified collective actor. In other words, the protocols are helping strengthen the

cooperatives' capacities with a better understanding of the legal and political contexts they are in, and of the claims they hold most dear.

Examples of this may be seen in the response of the cooperatives to the drought and forest fire in early 2024 seeking alliance with adjacent cooperatives to agree a no-burn zone along the forested ridge that is the boundary between them. Consideration of their natural and cultural heritage has also informed the development of eco-tourism options and provided a founding knowledge base for the use of medicinal herbs. The biocultural protocols will also be given follow-up through the new GCBC/Defra financed project on nature-based solutions for climate resilience, bringing together scientific and ancestral knowledge to identify strategies for communities to increase their climate resilience.

For further context see Impact section.

6. Gender Equality and Social Inclusion (GESI)

GESI Scale	Description	Put X where you think your project is on the scale
Not yet sensitive	The GESI context may have been considered but the project isn't quite meeting the requirements of a 'sensitive' approach	
Sensitive	The GESI context has been considered and project activities take this into account in their design and implementation. The project addresses basic needs and vulnerabilities of women and marginalised groups and the project will not contribute to or create further inequalities.	
Empowering	The project has all the characteristics of a 'sensitive' approach whilst also increasing equal access to assets, resources and capabilities for women and marginalised groups	X
Transformative	The project has all the characteristics of an 'empowering' approach whilst also addressing unequal power relationships and seeking institutional and societal change	

First to note is that all project beneficiaries – approximately 4500 families, apart from the owners of the two private nature reserves, are indigenous Q'eqchi'.

The central GESI oriented action of the project is with respect to the facilitation of the Biocultural Protocols. Our approach to working with Indigenous communities is of a rights-based respectful collaboration. Only staff who are Q'eqchi' have access to the communities' biocultural protocols, and they can only use that information with authorization of the communities who have developed it. The content of the Biocultural protocols of Indigenous communities can only be accessed by community members for several important reasons:

1. Respect for Sovereignty and Self-Determination: Indigenous communities have the right to control how their knowledge, culture, and biological resources are shared and used (please refer to the UN's Declaration on the rights of Indigenous Peoples, specifically Articles 3, 4, 5, 23 and 31). Confidentiality ensures they maintain authority over their intellectual and cultural heritage.

2. Cultural Sensitivity and Sacredness: Many aspects of Indigenous knowledge and practices are considered sacred. Public exposure to outsiders is seen as disrespectful and harmful to the spiritual or cultural well-being of the community.
3. Internal Community Use: Biocultural protocols were designed by communities themselves as internal tools to help them manage their own resources and relationships with outsiders.

Understandably several organizations have requested access to the protocols, but we have only been able to share the methodology for their development. Sharing the content without express participation of community members may dilute their effectiveness and lead to misunderstandings. We have explained the reasons for this and hope this helps broaden the understanding of the rights of indigenous communities to manage their ancestral knowledge and values.

Participation in the development of the protocols was also carefully considered with participation of both women and men and youth, adults and elderly to ensure as broad a representation as possible. As can be seen under activity 2.1 generally more women have participated than men.

As regards, women's participation in other activities this has been variable. Women's participation in some of the productive activities such as reforestation is less than men's. Though the project has sought to balance this by promoting greater participation from women in support for establishment of agroforestry – where they receive crop planting material and not just trees, plus in the development of medicinal herb production and processing where predominantly women have participated. Nevertheless, men dominate the cooperative decision-making councils, and this may be why only men have participated in the discussions on eco-tourism. Although FEDECOVERA has a gender policy to encourage greater participation of women in the cooperative councils, the changes have been gradual.

7. Monitoring and evaluation

Progress against indicators at output level are reviewed at our six-month review and update meetings between all project partners and output and outcome level at annual planning meetings. Evidence required to monitor and demonstrate progress are identified and collated according to the partner responsible for that indicator for presentation with the annual report. Relevant products from the activities and outputs are shared at our six-monthly stakeholder meetings. In the final five months of the project April-August 2025, we will focus on collecting the supporting evidence for outcome indicators through household surveys on livelihoods and traditional knowledge, mapping the areas reforested or conserved to assess impact at a landscape level, and assessment of the carbon impacts from reforestation and from improvements to cardamon and coffee processing. Many of the potential impacts of the project will not be realised during the timeframe of the project as activities such reforestation will only improve conditions for biodiversity and stabilise water availability as trees grow over the coming years and decades. Similarly socioeconomic activities such as the biocultural protocols require time for communities to realise their potential value while potential income sources from eco-tourism and herbal products will be still be nascent activities at the closure of the project. However, follow-up to these opportunities will be given by FEDECOVERA as they have a permanent mandate in support of their cooperative members, but also by other stakeholders such as government institutions whose roles go beyond the timeframe of the project.

8. Lessons learnt

It has been a challenge to engage with the Chicanab community who are not part of FEDECOVERA but have conserved forest in their community including one small private nature reserve. The community lacks consistent leadership and many male members migrate to earn a living. Although we still hope to reactivate the eco-tourism offer they had previously, any future project would need to dedicate more resources and particularly direct financial support to achieve significant change.

As noted previously there is a challenge of absentee ownership of private nature reserves, and even for those who are present there is often conflict with local communities over land ownership. Any future actions would need to programme resources to support sustainable development alternatives for those communities in exchange for respecting the forest reserves.

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

Responses to reviewer's comments are as follow:

Lessons learnt were included in the half-yearly report after being omitted in the annual report and are explored above.

Cooperative based income and overall household income are detailed in the base-line. In general income levels are not low, but have come at the expense of clearance of almost all forest cover. The challenge lies in reducing the environmental impact of the expansion of cardamon production – through reducing firewood demand and increasing use of shade trees (that the project has done), plus exploring livelihood alternatives that do not require significant land areas – ecotourism and herbal plants. The later are medium term investments that the project as established the basis for. Realising income from these sources will require follow-up from FEDECOVERA, but both are within their strategic interests, and they have capacity to do so.

Addressing land invasion and governance is unfortunately beyond the capacity of the current project. As may be appreciated this also requires long-term investment through legal and social engagement that often cannot be completed within the timeframe of a project. Therefore, we have focussed our efforts within the cooperatives where we have an institutional frameworks through which conservation and development challenges and trade-offs can be discussed and solutions identified by mutual consent.

Sustainability of project actions has been addressed in the impact section. Several of the project activities have been in support of broader strategies of FEDECOVERA who have combined different funding sources to achieve a scale of impact. For example, the project financed two fuel wood efficient cardamon driers out of 26 installed across the cooperatives. As regards the water-efficient coffee mill, this is the first in the area; FEDECOVERA had aimed to install two more but these were dependent on USAID funds. As seen in the counterpart funding the 346 ha reforested by the project have been complemented with 387 ha financed by a different project. In these areas the project has contributed to pre-existing FEDECOVERA actions, as regards biocultural protocols, forest conservation, herbal plants and eco-tourism the project is investing in the first set of actions that FEDECOVERA will give follow-though to post-project.

10. Risk Management

Main risks and adaptations were:

i) Loss of biologist consultants and delays in finding qualified replacements causing delay in completion of biodiversity monitoring, and subsequent publication foreseen for end of project.

ii) Adoption of carbon footprinting application – Cool Farm Platform - that was not sufficiently validated leading to delays in carbon strategy into 2025/26.

11. Scalability and durability

Please see sections on Impacts and Response to reviewers. Additionally, some aspects of the projects work will be built upon through the new GCBC/Defra project on "Nature-based solutions for climate resilience of indigenous and local communities in Guatemala". Specific aspects include assessment of the likely impacts of FEDECOVERAs extensive reforestation programme on hydrological services, application of ancestral knowledge, and participation in multi-stakeholder planning for climate resilience. The more purely conservation aspects of the project we hope will be taken forward through the formalization of round table for the Sierra Yalijux Biological Corredor with support from the Ministry of Environment and participation of the multi-stakeholder group that has been associated with the project.

12. Darwin Initiative identity

All project materials use the DI logo, and it is used and recognised in all presentations of the project in multi-stakeholder or bilateral meetings in Guatemala. The project was presented as an example of a DI project in Latin America in a forum with British Foreign of Office representatives from the region.

Copies of promotional materials are attached to this submission.

Social media use has been limited. FEDECOVERA who are the main executing partner have a policy of not engaging in social media. University of Greenwich/Natural Resources Institute have promoted some key outcomes over LinkedIn and Facebook, including the Darwin Newsletter, especially as regards Indigenous knowledge.

13. Safeguarding

Project expenditure

Table 1: Project expenditure during the reporting period (1 April 2024 – 31 March 2025)

Project spend (indicative) since last Annual Report	2024/25 Grant (£)	2024/25 Total Darwin Costs (£)	Variance %	Comments (please explain significant variances)
Staff costs (see below)				
Consultancy costs				
Overhead Costs				
Travel and subsistence				
Operating Costs				
Capital items (see below)				
Others (see below)				
TOTAL				

Figures in the attached table are preliminary and under review with partners. The major part of the overspend (approx. £2000) is for University of Greenwich and will be adsorbed. This is primarily due to higher than expected flight costs, plus one additional trip cost-shared with another fund. A final financial report will be provided at the end of May.

Table 2: Project mobilised or matched funding during the reporting period (1 April 2024 – 31 March 2025)

	Secured to date	Expected by end of project	Sources
Matched funding leveraged by the partners to deliver the project (£)			Reduced overhead for University of Greenwich Salary counterpart for FEDECOVERA technical staff Cooperative beneficiaries counterpart labour costs
Total additional finance mobilised for new activities occurring outside of the project, building on evidence, best practices and the project (£)			Additional 387 ha agroforestry planted in the project cooperatives financed MasterCard Foundation between 2022-2023

14. Other comments on progress not covered elsewhere

15. OPTIONAL: Outstanding achievements or progress of your project so far (300-400 words maximum). This section may be used for publicity purposes.

I agree for the Biodiversity Challenge Funds to edit and use the following for various promotional purposes (please leave this line in to indicate your agreement to use any material you provide here).

Images of endangered amphibians and video of mammal species, including three wild cat species are available upon request.

Outstanding achievements will be outlined in end of project report due November 2025.

File Type (Image / Video / Graphic)	File Name or File Location	Caption including description, country and credit	Social media accounts and websites to be tagged (leave blank if none)	Consent of subjects received (delete as necessary)
				Yes / No
				Yes / No
				Yes / No
				Yes / No
				Yes / No

Annex 1: Report of progress and achievements against logframe for Financial Year 2024-2025

Project summary	Progress and Achievements April 2024 - March 2025	Actions required/planned for next period
Impact **Indigenous people's managing their biocultural landscape generating sustainable equitable livelihoods, increased populations of endemic biodiversity from a landscape resilient to climate change**	We have initiated the process of indigenous communities documenting their local knowledge and facilitating discussion on how to respect nature while supporting the livelihoods of their families.	
Outcome **Sierra Yalijux biocultural landscape providing equitable and improved livelihoods, greater connectivity for biodiversity, and mitigating climate change**		
Outcome indicator 0.1 4500 households reporting improved livelihoods equitable across ethnicity, generations and gender by 2025 (DI-D16)		Conduct household surveys to assess changes in livelihoods.
Outcome indicator 0.2 500 ha of additional land under sustainable management practices (reforestation, private nature reserves or community forest) in 2025 compared to 2020. (DI-D01)	343 ha of land reforested plus 99.26 ha established in agroforestry (sum of 2023 and 2024 planted areas), total 442.26 ha under sustainable management.	Estimate areas of forest protected under cooperative co-management agreements
0.3 20% change in greenhouse gas emissions – tonnes of GHG emissions reduced or avoided by 2025 as compared to 2020 baseline as a result of the project [ICF KPI 6 24] (DI-D06) .	Installation of more efficient coffee and cardamon processing reducing fuel use by 26% and water use by 14%. 442.26 ha of reforestation and agroforestry.	Convert efficiencies into changes in carbon footprint plus calculate carbon contribution of 442.26 ha of reforestation and agroforestry
0.4 Proportion of cooperative members who know traditional methods to derive value from biodiversity including the traditional language, songs, dances, stories and ceremonies associated with these practices increased by 20% compared to 2020 baseline by end of project		Conduct household surveys to assess changes in knowledge
0.5 Number of Indigenous Peoples and Local Communities (4500 households) with strengthened (recognised/clarified) rights over traditional knowledge (DI-B06)	Ten communities representing 4447 households (10,995 people) have completed their biocultural protocols and have been approved by their assembly.	
Output 1 Sustainable landscape management plan co-developed between Indigenous coops, private landowners, and local authorities		

Output indicator 1.1 Private nature reserve owners and Indigenous coops identify priority concerns and activities for nature (2023)	Concerns and challenges identified in year 1 workshops. Year 2 workshops bring actors together to collaborate and initiate support for conservation co-management, tourism and forestry incentives.	Minutes of meetings provided in previous report
Output indicator 1.2, One new and three improved management plans available and endorsed by CONAP by 2024 (DI-B01)	Two improved management plans submitted to CONAP, comments received and being addressed.	Two co-management plans in preparation between four indigenous communities and Council for Protected Area
1.3 Node established for co-management of landscape between private nature reserves, cooperatives and communities of Sierra Yalijux by 2025	Multi-stakeholder workshops review and develop collaboration plans for co-management of Sierra Yalijux landscape	Explore application of biological corridor in Sierra Yalijux with Ministry of Environment
Output 2. Indigenous Peoples' traditional knowledge, values and heritage about nature are registered in a community biocultural protocol complemented by monitoring of key biodiversity in the landscape		
Output indicator 2.1. Community biocultural protocol developed by Indigenous communities registering traditional knowledge and identifying priority activities for nature by 2023	Biocultural protocols completed in ten communities	
Output indicator 2.2. Register of bird, mammal and amphibian species on nature reserves and selected cooperatives by 2023	Register of 157 bird, 22 mammal and 21 amphibian species to date on three private reserves and five cooperatives.	Summer monitoring of taxa in 3 coops and 1 private farm.
2.3 Integrated sociocultural and biological registers of biodiversity and nature by 2024	Biological registers integrated into community biocultural protocols where available	
2.4 Proportion of oak-pine and montane forest restricted range species utilizing agroforestry and reforestation determined by 2024.	Seven endangered amphibian species recorded, five of which use agroforestry systems.	Biological monitoring needs to be completed to analyse final results.
Output 3. Forest restoration and agroforestry to mitigate climate change and generate income		
3.1 300 ha of improved sustainable agriculture practices (100 ha agroforestry and 200 ha reforestation) benefitting people to be more resilient to weather shocks and climate trends (DI-D10) by 2024	243 ha reforested within cardamon and coffee plantations, and maize fields in 2024 in addition to 100 ha reforestation in 2023. Total 343 ha. 50.26 ha of agroforestry coffee and cardamon established (crop plus shade trees) in 2024 in addition to 49 ha in 2023. Total 99.26 ha.	
3.2 3200 of people (including 500 youth) benefitting from improved sustainable agriculture practices and are more resilient to weather shocks and climate trends by 2024 (DI-D11)	19,127 days of employment provided in establishment of agroforestry and reforestation in 2024, in addition to 10,139 days in 2023. Total 29,226 days of employment for 2665 people including 478 women on cooperative land. Total individual	It has not been possible to separate data for youth – because cooperatives do not hold this information. It is only possible to disaggregate by gender

	farmers land reforested or agroforestry 275 men, 221 women, 486 total.	
3.3 Inventory plots established and monitored of forest restoration and agroforestry for estimation carbon sequestration by 2024	105 inventory plots established and assessed, tree diversity and carbon stocks calculated	A second evaluation to be conducted later in 2025 as part of a new project.
3.4 10 cooperatives registered to receive reforestation and forest conservation payments for their 9000 associates by 2025	Two cooperatives in have submitted applications for reforestation payments	Eligibility requirements mean incentives not available to all, plus need to replant after losses in drought of early 2024 to be eligible.
Output 4 Carbon footprint of coffee and cardamom production assessed and reduced		
4.1 Installation of energy efficient cardamom driers in 2 coops by 2023	Installed in 2023, acts of receipt in previous report	
4.2 Installation of ecological coffee mill by 2023	Installed in 2023, act of receipt in previous report	
4.3 Carbon footprint assessed by 2024	Cool Farm Tool and bespoke C footprints assessed but considerable variance in estimates.	
4.4 Strategy for carbon neutrality developed by 2025.	Hot spots of emissions identified and actions for reduction proposed.	Strategies for reduction of emissions are feasible but carbon neutrality not possible to assess due to high variance in estimates
Output 5 Capacity developed for inclusive and sustainable livelihood options		
5.1 350 women reporting adoption of livelihood improvement practices as a result of project activities by 2025 (DI-B10)	Two herbal gardens established and training on processing provided to 105 women and 20 men	Assess adoption of practices among participants
5.2 Eco-tourism established in at least one additional private nature reserve or cooperative by 2024	Training and promotion of eco-tourism in two communities	Assess results of eco-tourism promotion
5.3 Number of people (50) reporting that they are applying new capabilities (skills and knowledge) 6 (or more) months after training (DI-A04)		Assess application of different training activities in household surveys
5.4 Two of unique papers submitted for publication in peer reviewed journals by 2025 (DI-C17)		Draft one paper on Biocultural protocols and second on biodiversity monitoring

Annex 2: Project's full current logframe as presented in the application form (unless changes have been agreed)

Project Summary	SMART Indicators	Means of Verification	Important Assumptions
Impact: **Indigenous people's managing their biocultural landscape generating sustainable equitable livelihoods, increased populations of endemic biodiversity from a landscape resilient to climate change** (Max 30 words)			
Outcome: (Max 30 words) **Sierra Yalijux biocultural landscape providing equitable and improved livelihoods, greater connectivity for biodiversity, and mitigating climate change**	0.1 4500 households reporting improved livelihoods equitable across ethnicity, generations and gender by 2025 (DI-D16) 0.2 500 ha of additional land under sustainable management practices (reforestation, private nature reserves or community forest) in 2025 compared to 2020. (DI-D01) 0.3 20% change in greenhouse gas emissions – tonnes of GHG emissions reduced or avoided by 2025 as compared to 2020 baseline as a result of the project [ICF KPI 6 24] (DI-D06) . 0.4 Proportion of cooperative members who know traditional methods to derive value from biodiversity including the traditional language, songs, dances, stories and ceremonies associated with these practices increased by 20% compared to 2020 baseline by end of project. 0.5 Number of Indigenous Peoples and Local Communities (4500 households) with strengthened (recognised/clarified) rights over traditional knowledge (DI-B06)	0.1 Household survey of 5% of cooperative members on income sources 0.2 Monitoring of forest cover and georeferencing of reforestation, private nature reserves and community forest designations. 0.3 Carbon footprint analysis incorporating fuel efficient driers, ecological coffee mill and carbon capture from agroforestry 0.4 Household survey of 5% of cooperative members on the use and transmission of methods, knowledge, language, ceremonies, dances, prayers, oral histories, stories and songs related to traditional knowledge of biodiversity, as well as in relevant cultural/ceremonial practices 0.5 Records of cooperative assembly meetings approving biocultural protocols and implementation strategies.	International markets for coffee and spices do not experience extreme fluctuation in price or demand No or mild impact of extreme climate events such as hurricanes or drought Reasonable political stability and functioning government

Outputs: **1**. Sustainable landscape management plan co-developed between Indigenous coops, private landowners, and local authorities	1.1 Private nature reserve owners and Indigenous coops identify priority concerns and activities for nature (2023) 1.2 One new and three improved management plans available and endorsed by CONAP by 2024 (DI-B01) 1.4 Node established for co-management of landscape between private nature reserves, cooperatives and communities of Sierra Yalijux by 2025	1.1 Recordings and minutes of meetings within and between cooperatives and private landowners and local authorities. 1.2. Updated management plan documents for 3 nature reserves and submission of documents for nature reserve to CONAP 1.4 Minutes of meetings between stakeholders in co-management of Sierra Yalijux	Members of Indigenous and ladino communities are willing to meet and discuss areas of common interest. CONAP continue to register new reserves and review documents There are no land nor governance conflicts in the territory that impede participation of stakeholders
2. Indigenous Peoples' traditional knowledge, values and heritage about nature are registered in a community biocultural protocol complemented by monitoring of key biodiversity in the landscape	2.1 Community biocultural protocol developed by Indigenous communities registering traditional knowledge and identifying priority activities for nature by 2023 2.2 Register of bird, mammal and amphibian species on nature reserves and selected cooperatives by 2023 2.3 Integrated sociocultural and biological registers of biodiversity and nature by 2024 2.4 Proportion of oak-pine and montane forest restricted range species utilizing agroforestry and reforestation determined by 2024.	2.1 Community protocols setting out Indigenous Peoples' customary values, rights and rules about biocultural heritage recognising the experience and holistic worldviews of Indigenous Peoples 2.2 Report and photo records of birds, mammals and amphibians on private nature reserves and their sociocultural significance 2.3 Work flows for data collection and inventory integrating biodiversity surveys, geographical information systems, historical research and participant observation 2.4 Report on use of existing agroforestry and reforestation areas by restricted range species.	Members of Indigenous communities are capable and willing to engage and lead a process of development of biocultural protocols, which set the terms under which they share their traditional knowledge Climate extremes or security don't impede biodiversity monitoring There are no land nor governance conflicts in the territory that impede participation of stakeholders
3. Forest restoration and agroforestry to mitigate climate change and generate income	3.1 300 ha of improved sustainable agriculture practices (100 ha agroforestry and 200 ha reforestation) benefitting people to be more resilient to weather shocks and climate trends (DI-D10) by 2024	3.1 GPS monitoring of reforestation and agroforestry areas and integration into land-cover maps 3.2 Coop records of employment in reforestation and agroforestry plantations.	Cooperative members remain willing to dedicate land to reforestation and agroforestry systems Guatemalan government assigns sufficient budget for the payment of reforestation incentives.

	3.2 3200 of people (including 500 youth) benefitting from improved sustainable agriculture practices and are more resilient to weather shocks and climate trends by 2024 (DI-D11) 3.3 Inventory plots established and monitored of forest restoration and agroforestry for estimation carbon sequestration by 2024 3.4 10 cooperatives registered to receive reforestation and forest conservation payments for their 9000 associates by 2025.	3.3 GPS locations and database of estimated carbon stocks. 3.4 Submission of management plans to PROBOSQUES/INAB for reforestation payments	
4. Carbon footprint of coffee and cardamom production assessed and reduced	4.1 Installation of energy efficient cardamom driers in 2 coops by 2023 4.2 Installation of ecological coffee mill and driers by 2023 4.3 Carbon footprint assessed by 2024 4.4 Strategy for carbon neutrality developed by 2025.	4.1 Contract for purchase and installation of driers 4.2 Monitoring of firewood use at drying plants. 4.3 Report from carbon foot-print study 4.4 Strategy document for carbon neutrality	Acceptance and good maintenance of energy efficient driers Markets demand for coffee and spices maintained without extreme variations. EU import requirements to demonstrate carbon foot printing and market demand for carbon neutral products maintained
5. Capacity developed for inclusive and sustainable livelihood options	5.1 350 women reporting adoption of livelihood improvement practices as a result of project activities by 2025 (DI-B10) 5.2 Eco-tourism established in at least one additional private nature reserve or cooperative by 2024 5.3 Number of people (50) reporting that they are applying new capabilities (skills and knowledge) 6 (or more) months after training (DI-A04) 5.4 Two of unique papers submitted for publication in peer reviewed journals by 2025 (DI-C17)	5.1 Survey of adoption of biocultural restoration strategies and contribution to women's livelihoods 5.2 Report detailing additional eco-tourism services offered by private nature reserves. 5.3 Standard survey of those who received training in different themes conducted 6 months after event or programme completed. 5.4 E-mail receipts of submission of papers for publication.	Youth maintain interest in rural employment Existing commitments allow women to participate in biocultural restoration activities Personal security concerns don't affect tourists, and no disease related travel restrictions

Activities

1.1 Stakeholder meetings between local and national decision makers including National Protected Areas Council (CONAP), Institute for Forests (INAB), Private Nature Reserves association (ARNPG), municipalities, and FEDECOVERA
1.2 Workshop and field visits between cooperatives and private nature reserves in Sierra Yalijux to agree priority areas for reforestation.
1.3 Elaboration and updating of management plans for 3 private nature reserves.
1.4 Diagnostic field study, technical report written and submitted to CONAP for a new private nature reserve for FEDECOVERA
1.5 Workshops between local stakeholders for development of a “node” between private nature reserves, cooperatives and municipalities for maintenance of a biological corridor along the Sierra Yalijux.
2.1 Indigenous men, women and youth from 10 coops develop community biocultural protocols, under which they register traditional knowledge, cosmovision of nature, identify and map the distribution of culturally significant plants and animals and identify priority activities for cultural and natural heritage conservation.
2.2 Bird, mammal and amphibian species monitored in forest of private nature reserves and forest fragments in cooperatives
2.3 Bird, mammal and amphibian species monitored in reforestation and agroforestry areas that are potential biological corridors
2.4 Participatory workshop to recognise the interconnected dynamics of cultural and natural heritage related to biodiversity within a joint monitoring protocol.
2.5 Workshop to co-develop a plan for landscape biodiversity conservation between private nature reserves, Indigenous cooperatives and local authorities.
3.1 Planting of 200 ha of reforestation, 60 ha of cardamon agroforestry and 40 ha of coffee agroforestry across 10 cooperatives
3.2 Training in use of tool for estimation of carbon stocks in reforestation and agroforestry and establishment of monitoring plots.
3.3 Measurement of carbon stocks in reforestation and agroforestry and estimation of carbon sequestration.
3.4 Elaboration of management plans for forest conservation, reforestation, agroforestry and forest remnants for application for forestry incentives from PROBOSQUES
3.5 Mapping of forest remnants and reforestation to estimate effects on connectivity
4.1 Purchase and installation of cardamon drying plants in 2 cooperatives
4.2 Purchase and installation of ecological coffee mill and solar dryers.
4.3 Training of cooperatives in management and use of processing plants.
4.4 Training in use of tool for estimation of carbon footprint in production and processing of coffee and cardamom for FEDECOVERA.
4.5 Assessment of carbon footprint presented to and discussed with FEDECOVERA
4.6 Options identified for the reduction in the carbon footprint of coffee and cardamom of FEDECOVERA
5.1 Baseline and end of project survey of contribution of sustainable activities to Indigenous Peoples’ livelihoods
5.2 Training and capacity building among women in production and sale of biocultural products, identified in 2.1.
5.3 Establishment of production areas by women for biocultural products e.g. medicinal plants.
5.4 Establishment of production preparation and sales areas by women for biocultural products.
5.5 Diagnostic of tourism potential and plan for eco and ethnic tourism among private nature reserves in Sierra Yalijux
5.6 Training of private nature reserve members in development of eco-tourism offer (trail development, attention to tourists, estimating costs and charges etc)
5.7 Strategy for promotion of Sierra Yalijux reserves as part of touristic offer of the Cloud Forest Biological Corridor Association implemented through website offer, leaflets and signage.

Checklist for submission

	Check
Different reporting templates have different questions, and it is important you use the correct one. Have you checked you have used the **correct template** (checking fund, scheme, type of report (i.e. Annual or Final), and year) and **deleted the blue guidance text** before submission?	
Is the report less than 10MB? If so, please email to BCF-Reports@niras.com putting the project number in the Subject line.	
Is your report more than 10MB? If so, please consider the best way to submit. One zipped file, or a download option, is recommended. We can work with most online options and will be in touch if we have a problem accessing material. If unsure, please discuss with BCF-Reports@niras.com about the best way to deliver the report, putting the project number in the Subject line.	
Have you included means of verification? You should not submit every project document, but the main outputs and a selection of the others would strengthen the report.	
Have you provided an updated risk register? If you have an existing risk register you should provide an updated version alongside your report. If your project was funded prior to this being a requirement, you are encouraged to develop a risk register.	
If you are submitting photos for publicity purposes, do these meet the outlined requirements (see Section 16)?	
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.	