

DARWIN INITIATIVE FOR THE SURVIVAL OF SPECIES

ANNUAL MONITORING FORM

Project Details

Project Reference No. 162/8/048

Project Title Conservation & cultivation of
medicinal plants in Ghana

Institution World Conservation Monitoring
Centre

Round 1 (please tick)

2

3

4

PROJECT IMPLEMENTATION TIMETABLE

a) **Outline progress over the last year (1999/2000) against the agreed baseline timetable for the project. If some milestones have not been achieved or have slipped, explain reasons for this.**

- **Initial planning workshop was held in Ghana:** Fiona Dennis (BGCI) attended the planning workshop. Visits were made to the three collaborating institutions and, following this visit, Letters of Agreement were drawn up between WCMC and Aburi Botanic Gardens, University of Ghana at Legon, RSAU, and University of Ghana at Legon, Botany Department.
- **Development of the medicinal plant garden at Aburi:** Progress has been made in the 136 acres of the garden site. To date, the paths and boundaries of more than 100 one-acre plots have been cut out of the bush. These have been mapped and numbered. (Further details of the plant garden can be found in the Six Monthly Monitoring Form.)
- **Ethnobotanical survey started:** Fiona Dennis (BGCI) continues to review literature on Ghana's medicinal plants. The University of Ghana at Legon has a bookshop that has provided additional valuable information. Project partner Linda Afriyie Damankah, previously compiled a booklet, listing Ghanaian medicinal plants and their uses and this has been used as a primary working list for the ethnobotanical survey.
- **Training Workshop and Database Installation:** Harriet Gillett (WCMC), Julie Reay (WCMC), Kerry Walter (RBGE) and Fiona Dennis (BGCI) travelled to Ghana in January 2000 to carry out the 5-day training workshop. The workshop was held for 15 participants from Aburi Botanic Garden and the Department of Botany, University of Ghana at Legon and was highly successful. The participants of the workshop were enthusiastic and keen to learn. Kerry Walter carried out the database installation simultaneously.
- **Data Entry:** As a result of the training workshop, data entry is on-going at Aburi Botanic Gardens and Department of Botany, University of Ghana at Legon.

b) **What progress has the project made in achieving its objectives over the last year? Is the project still expected to achieve all the original objectives which were specified? Explain any problems/difficulties which have been encountered to date in achieving the objectives of the project (or any which you envisage may be encountered in the future).**

All objectives have been reached to date over the past year. All original objectives remain as stated in the proposal.

c) What lessons can be learnt from your experiences (both good and bad) over the last year?

The provision of money to provide the computer hardware, including the uninterruptible power supply, was crucial for the success of the project.

The genuine enthusiasm and readiness to learn from all of the participants in the workshop was unexpected.

The provision of a free flight from British Airways allowed Julie Reay, the Project Administrator, to attend the workshop. This was a great bonus, as it allowed Harriet Gillett, the Project Leader, to concentrate full-time on the training workshop.

d) If the project timetable has slipped or changed, provide an updated project implementation timetable for the remainder of the project. *(Please note that projects are expected to adhere to their original timetable and that the timely completion of projects is an important factor taken into account by the Department when assessing project performance. However, from time to time projects may be delayed unavoidably due to circumstance beyond their control. Where a project is falling behind schedule, details on the revised programme of work should be provided below. This will need to be passed to the Department for approval)*

Originally the training workshop was scheduled for October 1999. Due to the ill health of Harriet Gillett, the Project Leader, the workshop was re-scheduled for January 2000.

The mid-term visit for 2000 is currently planned to take place in July 2000.

The review workshop, originally planned for October 2000, is now scheduled for late January/early February 2001 to suit the organisations in Ghana.

e) What is the estimated completion date for the project?

30 March 2002

f) Is this different to the completion date set out in the original application form?

Yes (please tick)

No 3

PROJECT OUTPUTS

- a) What outputs have been achieved by the project over the last year (1999/2000)? We would like you to work through the list of standard output measures which have been agreed for the Darwin Initiative and to report on those which are relevant to your project. All information provided should be referenced clearly to the appropriate project output reference number, and should provide the level of detail required (requirements are specified in the Guidance Note on Output Definitions which accompanies the List of Standard Output Measures).

Please note you are not expected to report against all the output measures which are listed. We only expect you to report on the outputs which were agreed for your project. However, if further outputs have been generated which relate to one or more of the standard output measures, these should also be reported below. Further outputs which do not fit easily into any of the standard output categories should be reported later in the section (see sub-section b).

Output Ref. No.	Description / Commentary
-----------------	--------------------------

- | | |
|----|---|
| 6 | One week training course for 15 participants from Aburi Botanic Gardens and the Department of Botany, University of Ghana at Legon |
| 20 | Database installation of computer hardware and software, which was handed over to the Ghanaian organisations after the workshop (above) |

b) Please provide details on any further outputs generated by the project over the last year which do not fit easily into the standard output categories for the Darwin Initiative.

N/A

c) Explain any problem encountered to date in achieving the output targets specified for this project or any problems you envisage in achieving these outputs in the future.

N/A

d) If the project timetable has slipped or changed, provide an updated output timetable for the remainder of the project. *(Please note that projects are expected to adhere to the original output timetable which was agreed with the Department and this is taken into account when assessing project performance. However, some projects may be delayed unavoidably. Where a project is falling behind schedule a revised output timetable should be provided below. This will need to be passed to the department for approval).*

The review workshop will provisionally take place in July 2000 instead of April 2000.

By agreement with the Ghanaian organisations, the review workshop scheduled for October 2000 will take place in late January/early February 2001.

PROJECT EXPENDITURE

a)	1999/2000 Darwin Grant	£ 45,996
b)	Overall Darwin Grant	£119,983
c)	Grant expenditure 1999/2000	£ 45,169
d)	Grant expenditure to date	£ 45,169

e) **Please provide a breakdown of grant expenditure using the main expenditure headings in the original application form.**

Rents, etc.

Postage, etc.

Travel and subsistence

Conferences, seminars, etc.

Printing costs

Capital items

Running costs

Salaries

1999/2000

**Expenditure to Date
(if different to 1999/2000
expenditure)**

f) Explain any variations in expenditure (+/-10%) from the original application form.

WCMC salary totals were lower than forecast, as work forecast to be carried out by WCMC staff was completed by BGCi and the Herbarium. This also resulted in a decreased expenditure for *rents, rates, heating, lighting, cleaning* and for *postage, telephone and stationery* and *Running costs (depreciation on office and equipment)*, as they are charged as a percentage of WCMC staff time rates.

Expenditure for capital items was higher than expected as the *software support contract (for 5 years)* was originally expected in 2000/2001 but was paid in 1999/2000.

STAFF RESOURCES

a) Please provide details on the staff who have worked on the project over the last year (1999/2000).

Name	Institution	Grade/Position	Input During 1999/2000
G Smith	WCMC	Research Assistant	5%
H Gillett	WCMC	Project Leader	18%
J Reay/L Jackson	WCMC	Project Administrator	2%
F Dennis	BGCI	Training Support	16.5%
K Walter	RBGE	Technical support & training	1.7%
Aburi Botanic Garden	Aburi Botanic Garden	Garden curator & gardeners	50%
RSAU	University of Ghana at Legon	GIS technician	10%
Herbarium, Botany Dept.	University of Ghana at Legon	Herbarium curator	50%

b) Please explain any variations in the composition of the project team or in the inputs of key staff from the details provided in the original application form.