



Department  
for Environment  
Food & Rural Affairs



Foreign &  
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Office



Department  
for International  
Development



DPLUS004

## Darwin Plus: Overseas Territories Environment and Climate Fund Project Application Form

Submit by Monday 7 January 2013

Please read the Guidance Notes before completing this form  
Information to be extracted to the database is highlighted in blue

### Basic Data

<b>1. Project Title</b>	<b>Upgrade and revision of reef survey resource</b>
<b>2. OT(s) covered by proposal</b>	Anguilla, British Virgin islands, Bermuda, Cayman Islands, Montserrat, Turks & Caicos (ie all tropical Atlantic OTs)
<b>3. Start Date:</b>	April 2013
<b>4. End Date:</b>	End June 2013
<b>5. Duration of project (cannot be longer than 24 months)</b>	2 months

Summary of Costs	2013/14	2014/15	2015/16	Total
<b>6. Budget requested</b>	£8,000	0	0	£8,000
<b>7. Total value of Co-funding</b>	0			
<b>8. Total Project Budget (all funders)</b>	£8,000			£8,000
<b>9. Names of Co-funders</b>				

<b>10. Lead applicant organisation (who will be responsible for delivering outputs, reporting and managing funds)</b>	Private individual
<b>11. Project Leader name</b>	Professor Charles Sheppard
<b>12. Email address</b>	
<b>13. Postal address</b>	School of Life Sciences, University of Warwick, CV4 7AL
<b>14. Contact details: Phone/Fax/Skype</b>	

<b>15. Type of organisation of Lead applicant. Place an x in the relevant box.</b>								
OT GOVT	UK GOVT	UK NGO	Local NGO	International NGO	Commercial Company	Other (e.g. Academic)	X	

16. Principals in project. Please identify and provide a one page CV for each of these named individuals. You may copy and paste this table if you need to provide details of more personnel or more than one main, or other, project partner.

Details	Project Leader	Project Partner 1 - Main	Project Partner 2
Surname	Sheppard	Widman	
Forename(s)	Charles	Elizabeth	
Post held	Professor, Warwick University, UK	Post-doc Scholar	
Institution (if different to above)			
Department	School of Life Sciences	School of Life Sciences	
Telephone/Skype			
Email			

17. Has your organisation received funding under the Darwin Initiative before? If so, please provide details of the most recent (up to 3 examples).

Reference No	Project Leader	Title
Current 2012-2014	John Turner Charles Sheppard Heather Koldewey	Strengthening the world's largest MPA – Chagos Archipelago, British Indian Ocean Territory
5128	Charles Sheppard	Habitat and Diversity Mapping in Sri Lanka's Coastal and Marine Zone

18. If your answer to question 17 was no, provide details of 3 contracts previously held by your institution that demonstrate your credibility as an implementing organisation. These contracts should have been held in the last 5 years and be of a similar size to the grant requested in this application.

## Project Details

**19. Project Outcome Statement:** Describe what the project aims to achieve and what will change as a result. (100 words max)

Taxonomic update and software upgrade of a 2006 OTEP project (**XOT407 Identification guide to major Caribbean reef species**), concerning identification of benthic reef species to aid reef survey work.

This project was extraordinarily successful (see later) and for 6 years has been the foundation of uncounted reef and field surveys in all Caribbean OTs, and many other Caribbean countries. It fills a need, making reef survey and conservation work easier, but new DNA-based taxonomies have changed many of the names now used. This resource needs substantial updating to help ensure reef survey work is up to date and consistent between countries.

**20. Background:** (What is the current situation and the problem that the project will address? How will it address this problem? What key themes will it address? (200 words max)

In 2006, OTEP funded *Coralpedia* a cd guide to Caribbean Territory reef species because much work was, and still is, wasted in that region due to inaccurate identification of marine life and lack of cross-comparisons.

*Coralpedia* was assisted by several Caribbean taxonomists, and became astonishingly successful. Two hundred cds were quickly requested, and many more then downloaded from an ftp server. It was adopted by both science and reef survey institutes and NGOs.

Demand remained so high that a web version was created ([www.coralpedia.bio.warwick.ac.uk](http://www.coralpedia.bio.warwick.ac.uk), privately funded) in 2007. Since then, the site receives nearly 100 visits per day, totalling 800,000 page views, from 90,000 visitors, so far. This use is steady and increasing. 33% of visitors are repeat users, not simply browsers (Google Analytics data). A Spanish option was added for broader Caribbean use, and this is now 25% of the total. Demand remains (as need increases) and it is being incorporated into international monitoring protocols.

Problem 1: The on line version is clunky compared to the cd, and needs revising.

Problem 2: Substantial changes to taxonomy have arisen due to new DNA work.

This proposal is for funds to professionalise the online version and update the taxonomy.

**21. Methodology:** Describe the methods and approach you will use to achieve your intended outcomes and impact. Provide information on how you will undertake the work (materials and methods) and how you will manage the work (roles and responsibilities, project management tools etc). Give details of any innovative techniques or methods. (500 words max)

This simple project will (a) update the several fairly profound taxonomic changes resulting from molecular taxonomy (which is significant in the Caribbean region), and (b) prepare a smoother and better web version of the software. It is not proposed that a cd is issued because there will be no ongoing ability to despatch numerous cds per day.

(a) Several taxonomists and biologists were consulted for the first cd. These will be consulted again, along with some new experts. Some taxonomists differ in views and such divergences will be incorporated. One or two other websites have tried to mimic *Coralpedia* for specialist groups and collaboration will be developed with these. The range of species will be expanded slightly (e.g. to more Bermudan species. Distributions of species will be clarified. When the new (DNA based) genera and species are revised, reference will be made to the 'old' and now corrected taxonomy.

(b) The software will be improved. Not a great deal will be needed to greatly streamline it. The existing version was constructed privately to try and replace the unexpected demand for the cd but is clumsy in scrolling, and has inconsistencies in design of presenting options.

No new languages are proposed, but it is proposed that the Spanish language option is retained; English is only the third commonest language in the Caribbean, and Spanish speakers outnumber English by four to one. Spanish language users are increasing and are now a quarter of the total. While this need not affect the UK OTs, it does mean that the value of this Overseas Territory product has a much higher impact than if limited by language to the English speaking OTs alone, and the improved version will continue that benefit.

## **22. How does this project:**

a) Deliver against the priority issues identified in the assessment criteria

Reef conservation is badly needed and indeed is needed increasing because reef condition in all Caribbean OTs is declining. (See new book *Coral Reefs of the United Kingdom Overseas Territories*, Springer Book Series: Coral Reefs of the World – Volume 4 Charles Sheppard Editor, due in February 2013). Many reef surveys are currently undertaken with a view to conservation and better use. These need (and many use) this identification guide. Reefs are a priority conservation issue for the OTs and accurate and cross-comparable surveys remain critical. This helps greatly in achieving that aim.

b) Demonstrate technical excellence in its delivery

The original guide used, and the proposed update will also benefit from, several of the best Caribbean taxonomists.

c) Demonstrate a clear pathway to impact in the OT(s)

Simply, its use makes all reef surveys accurate and inter-comparable, and facilitates easier collaboration, thus improving much current reef survey work used as a basis for e.g. marine protected area planning (witness the BVI scheme of a few years ago).

**23. Who are the stakeholders** for this project and how have they been consulted (include local or host government support/engagement where relevant)? Briefly describe what support they will provide and how the project will engage with them. (250 words max)

Stakeholders are local scientists and conservationists who have, are, and will conduct coral reef surveys for various conservation directed needs in the OTs (and many other countries). This is to serve their need.

Stakeholders could also be considered the taxonomists who have revised many reef taxa over the last 10 years during which time revisions based on DNA work have been done. They will also be consulted (I already have conversations with several on this matter).

**24. Institutional Capacity:** Describe the implementing organisation's capacity (and that of partner organisations where relevant) to deliver the project. (500 words max)

This is a very small project. The original cd was done by myself as an OTEP project 'grant XOT407: Identification guide to the major Caribbean reef species'. The web site was done in addition, to fulfil the unexpected demand which quickly overran expectations. For this update, I will again organise the revised taxonomy, and Dr E Widman will arrange for the more professional website to be prepared.

Because it is a short project, and no funds are expected to be transferred until its delivery, there is no risk to any funder.

<b>25. Expected Outputs</b>			
Output ( <i>what will be achieved e.g. capacity building, action plan produced, alien species controlled</i> )	Indicators of success ( <i>how we will know if its been achieved e.g. number of people trained/ trees planted</i> )	Status before project/baseline data ( <i>what is the situation before the project starts?</i> )	Source of information ( <i>where will you obtain the information to demonstrate if the indicator has been achieved?</i> )
1. Production of the improved on-line identification guide	Site is visible, and Google Analytics continues to log its use.	Improving situation regarding reef survey accuracy, but better identification guide will enhance use.	Google Analytics, which is built-in to the software, and which reports all metrics to site owner.

**26. Expected Outcomes:** How will each of the outputs contribute to the overall outcome of the project? (100 words max)

Quite simply, this will enable reef surveys which use the software to become more consistent and useful in, e.g. marine protected area design and planning. Being an online resource it can easily be updated in light of the current changing taxonomies. Discussion is underway to integrate it with the Coral Point Intercept survey software which is used internationally.

<b>27. Main Activities</b>	
Output 1	Activities or tasks to be done to deliver the outputs. Include activities on information sharing and collaboration with other OTs
1.1	Revise the taxonomy with cross reference to the 'old' taxonomies where this is different. Incorporate this into the v2 of the Guide (called <i>Coralpedia</i> ).
1.2	Revision/improvement of the on-line software.

<b>28. Risks</b>			
Description of the risk	Likelihood the event will happen (H/M/L)	Impact of the event on the project (H/M/L)	Steps the project will take to reduce or manage the risk
Failure to produce product	L	H	Time has already been allocated for the work to be completed.

**29. Sustainability:** How will the project ensure benefits are sustained after the project has come to a close? If the project requires ongoing maintenance or monitoring, who will do this? (200 words max)

Once web site is hosted (it will replace the existing one at Warwick University), no maintenance is needed. Indeed the existing site has not needed – and has not had - any maintenance since hosting started 5 years ago. Other OT sites will be encouraged to host it also, although this will be unnecessary with an internet based resource from a fast central server (Warwick University). Indeed one Territory funded to host this in 2006 received the funds but still has not done so!

**30. Monitoring & Evaluation:** How will the project be monitored and who will be responsible? Will there be any independent assessment of progress and impact? When will this take place, and by whom? (250 words max)

Professor Charles Sheppard will be responsible, and the completion and success will be evident from the existence of *Coralpedia v 2* on exactly the same website.

The project completion report is **due up to 3 months** after the project is over and is linked to the final payment.

**31. Use of information:** If your application is successful, the information in this form may be published on the internet or used in publications. If there are any parts of the application which you do not want to be used in this way, please indicate them in the box below.

Delete the last sentence in section 29. This is included here to indicate the lack of capacity of even the BVI, let alone some of the other Caribbean OTs.

**32. Financial controls:** (Who is responsible for managing the funds? What experience do they have? What arrangements are in place for auditing expenditure?)

This is offered privately by Professor Charles Sheppard. About half of the funds will be for a software engineer. A lot of the taxonomy revision is in hand – there is no risk (assuming continued vitality of the writer!). One month time for both partners is envisaged.

**Please complete the separate Excel spreadsheet which provides the Budget for this application. Some of the questions earlier and below refer to the information in this spreadsheet.**

**NB:** Please state all costs by financial year (1 April to 31 March) and in GBP. **Budgets submitted in other currencies will not be accepted.** Use current prices – and include anticipated inflation, as appropriate, up to 3% per annum. The Darwin Initiative cannot agree any increase in grants once awarded.

### **33. 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.

(300 words max)

One month of time for each partner is envisaged. This is because (for Sheppard) ongoing monitoring of Caribbean taxonomic work has meant that much of the work has already been assembled (or else several months would be needed) and (b) consultation with Dr Widman (software and web design) indicates that a month is needed. While the framework exists, the envisaged changes do require some deep changes to the programming.

Provide a project implementation timetable that shows the key milestones in project activities. Complete the following table as appropriate to describe the intended workplan for your project (Q1 starting April 2013)

Activity	No of Months	Year 1				Year 2				Year 3			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Output 1		All											
1.1		All											
1.2		All											
1.3													
Output 2													
2.1													
2.2													
2.3													
Output 3													
3.1													
3.2													
3.3													
3.4													
Output 4													
4.1													
4.2													
4.3													
4.4													
4.5													

**CERTIFICATION 2013/14**

On behalf of

Professor Charles Sheppard

I apply for a grant of £8,000 in respect of **all expenditure** to be incurred during the lifetime of this project based on the activities and dates specified in the above application.

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 lead institution to submit applications and sign contracts on their behalf.)*

<b>Name (block capitals)</b>	Charles Sheppard
<b>Position in the organisation</b>	

Signed



Date:

5 Jan 2013



## Application Checklist for submission

	Check
Have you provided <b>actual start and end dates</b> for your project?	
Have you provided your <b>budget based on UK government financial years</b> i.e. 1 April – 31 March and in GBP?	
Have you checked that your <b>budget is complete</b> , correctly adds up and that you have included the correct final total on the top page of the application?	
Has your application been <b>signed by a suitably authorised individual?</b> (clear electronic or scanned signatures are acceptable in the email)	
Have you included a <b>1 page CV for all the principals?</b>	
Have you included a <b>letter of support from the <u>main</u> partner(s) organisations?</b>	
Have you included a <b>copy of the last 2 years' annual report and accounts</b> for the lead organisation? An electronic link to a website is acceptable.	
Have you <b>read the Guidance Notes?</b>	
Have you <b>checked the Darwin Plus website</b> immediately prior to submission to ensure there are no late updates?	

Once you have answered the questions above, please submit the application, not later than midnight GMT at the end of Monday 7 January 2013 to [Darwin-Applications@ltsi.co.uk](mailto:Darwin-Applications@ltsi.co.uk) using the first few words of the project title **as the subject of your email**. If you are e-mailing supporting documentation separately please include in the subject line an indication of the number of e-mails you are sending (e.g. whether the e-mail is 1 of 2, 2 of 3 etc). You are not required to send a hard copy.

DATA PROTECTION ACT 1998: Applicants for grant funding must agree to any disclosure or exchange of information supplied on the application form (including the content of a declaration or undertaking) which the Department considers necessary for the administration, evaluation, monitoring and publicising of Darwin Plus. Application form data will also be held by contractors dealing with Darwin Plus monitoring and evaluation. It is the responsibility of applicants to ensure that personal data can be supplied to the Department for the uses described in this paragraph. A completed application form will be taken as an agreement by the applicant and the grant/award recipient also to the following:- putting certain details (i.e. name, contact details and location of project work) on the Darwin Initiative and Defra/FCO/DFID websites (details relating to financial awards will not be put on the websites if requested in writing by the grant/award recipient); using personal data for the Darwin Initiative postal circulation list; and sending data to Governor's Offices outside the UK, including posts outside the European Economic Area. Confidential information relating to the project or its results and any personal data may be released on request, including under the Environmental Information Regulations, the code of Practice on Access to Government Information and the Freedom of Information Act 2000.