DPLUS030

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

Submit by Monday 4 August 2014

Please read the Guidance Notes before completing this form

Information to be extracted to the database is highlighted in blue

Basic Data

1. Project Title (max 10 words)	**Building systems and capacity to monitor and conserve BVI's flora**
2. UK OT(s) involved	**British Virgin Islands**
3. Start Date:	01 April 2015
4. End Date:	31 March 2017
5. Duration of project (no longer than 24 months)	24 months

Summary of Costs	**2015/16**	**2016/17**	**Total**
6. Budget requested from Darwin	£50,716	£49,180	£99,896
7. Total value of matched funding	£41,996	£43,181	£85,177
8. Total Project Budget (all funders)	£92,712	£92,361	£185,073
9. Names of Co-funders	Royal Botanic Gardens, Kew; National Parks Trust of the Virgin Islands		

10. Lead applicant organisation (responsible for delivering outputs, reporting and managing funds)	Royal Botanic Gardens, Kew
11. Project Leader name	Martin Hamilton
12. Email address	
13. Postal address	The Herbarium, Kew, Richmond, Surrey, TW9 3AE
14. Contact details: Phone/Fax/Skype	

* Notification of results will be by email to the Project Leader in Question 11

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

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 2 project partners.

Details	Project Leader	Project Partner 1	Project Partner 2
Surname	**Hamilton**	**Varlack**	
Forename(s)	**Martin**	**Lynda**	
Post held	**UKOTs Programme Coordinator**	**Director (Acting)**	
Institution (if different to above)		**National Parks Trust of the Virgin Islands**	
Department	**UKOTs and Conservation Training**		
Telephone/Skype			
Email			

17. Has your organisation been awarded Darwin Initiative funding before (for the purposes of this question, being a partner does not count**)? If yes, please provide details of the most recent awards (up to 6 examples).**

Reference No	Project Leader	Title
DPLUS016	Martin Hamilton	Caicos pine forests: mitigation for climate change and invasive species
DPLUS006	Thomas Heller	Seed Conservation in the Caribbean UKOTs
21-003	Hugh Pritchard	Protecting Ugandan endemic cycads from biodiversity loss and trafficking
21-005	Moctar Sacande	Pesticide plants for organic cotton, livelihoods and biodiversity in Mali
21-006	Kate Gold	Balancing conservation and livelihoods in the Chimanimani forest belt, Mozambique
20-021	Dr William Milliken	Forest Futures: livelihoods and sustainable forest management in Bolivian Amazon

18. If your answer to Q17 was No, provide details of 3 contracts previously held by your institution that demonstrate your credibility as an implementing organisation. These contacts should have been held in the last 5 years and be of a similar size to the grant requested in this application. (If your answer to Q17 was Yes, you may delete these boxes, but please leave Q18)

Project Details

19. Project Outcome Statement: Describe what the project aims to achieve and what will change as a result. (50 words max)

Threatened species and their habitats are well maintained and monitored, BVI's botanical capacity is strengthened and a new plant conservation strategy is implemented. Secure access to botanical resources through enhanced data systems developed and skills acquired. Consolidated regional and international partnerships empower BVI partners to secure biodiversity into the future.

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

Currently in BVI, threatened species and their habitats are not adequately monitored and existing botanical collections are not representative of wild plant diversity. Due to recent staff/role changes, National Parks Trust of the Virgin Islands (NPT) has several existing/new staff members requiring training in maintaining/monitoring threatened species and their habitats. NPT staff responsible for maintaining *ex-situ* collections and *in-situ* populations of threatened species do not have access to botanical data systems and monitoring data.

Harnessing international (Kew) and regional (University of Puerto Rico (UPR)) expertise, this project will strengthen local capacity and develop the botanical collections, resources and data systems in BVI. Training will be provided for NPT staff at UPR, Mayaguez Campus Herbarium (MAPR) and at Kew. A data system (BRAHMS database) will be deployed locally to provide off-line access to all existing botanical collections and monitoring data.

The BVI Ministry of Natural Resources & Labour's mission is to effectively manage natural resources to ensure long-term sustainability. The Minister, Dr. the Honourable Kedrick Pickering, has stated publicly that expanding the botanical collections of threatened species and maintaining their habitats is a BVI Government priority, which this project will address through capacity building and development of botanical collections and data systems.

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)

Specialist support from MAPR and Kew will be provided to build botanical capacity, deploy a botanical database and increase BVI's botanical collections. Kew input will come from across the institution: Herbarium, Seed Conservation, Conservation Genetics, and UK Overseas Territories Programme. This unique combination of expertise together with a long-standing programme of collaborative work between Kew, Puerto Rico partners and NPT is essential for delivering outputs and increasing local botanical expertise for securing BVI's threatened plant species. We will consolidate regional collaboration and activity supported by the Puerto Rican Bank Plant Conservation Task force (http://herbaria.plants.ox.ac.uk/bol/prvi) and establish a formal steering group to ensure sustainability into the future.

Capacity building will be delivered to enable NPT to manage *ex-situ* collections/wild populations of endemic and threatened species and their habitats through a wide range of training (overseas/in-country) provided by Kew specialists and regional partners and collaborative fieldwork. Specialist training in herbarium curation and use of the Brahms database software will be provided at Kew and at MAPR. Training in threatened species monitoring, cultivation and propagation will be provided at Kew and *in-situ* in BVI and Puerto Rico. Exposure to horticulture experts and nursery management techniques will be provided at Kew and in Puerto Rico.

A dedicated **botanical database** using Brahms software (http://tinyurl.com/ltsz9v2) will be deployed for off-line use at the J.R. O'Neal Botanic Garden containing all known *ex-situ* collections and herbarium

vouchers from the BVI derived from the UKOTs Online Herbarium (K) [OTEP funded ref: XOT604] and the University of Puerto Rico online herbarium (MAPR). These data come from institutionally maintained and well curated botanical systems that can be readily updated providing local, off-line access for the first time. New data generated by the project will be routinely added to the UKOTs Online Herbarium (K). Brahms software is free, developed specifically for botanical data and Kew works closely with the developer, Oxford University, to ensure that it remains fit for purpose.

A threatened species **conservation strategy** will be developed for local implementation through dedicated guidelines detailing the data collection protocol, propagation material collection protocol, nursery production protocol and monitoring protocol for health of wild plants and *ex-situ* collections. The protocols will be developed jointly between Kew and NPT staff to ensure successful implementation.

***Ex-situ* collections** (seed/nursery) will be strengthened to support conservation, community engagement and future restoration efforts. The existing J.R. O'Neal Botanic Garden nursery has a limited, but growing, collection of endemic and threatened species. The nursery already produces plants for sale/distribution to the local community and is frequently utilised. Transitioning from a predominantly non-native to a native plant nursery will enable NPT to actively promote native plants for local use while increasing the conservation potential of the nursery through production of new plant species and out-planting in private/public areas that would otherwise be a haven for non-native species.

Kew will provide overall **project management** and financial controls. The project leader has been actively engaged in BVI since 2003 ensuring the project is able to start immediately and deliver project outputs successfully.

22. How does this project:
a) Deliver against the priority issues identified in the assessment criteria
b) Demonstrate technical excellence in its delivery
c) Demonstrate a clear pathway to impact in the OT(s)
(500 words max)

a) This project delivers against the themes "Developing data systems on biodiversity", "Dealing with invasive alien species including prevention" and "Developing approaches to deal with the effects of climate change" by providing a dedicated database for NPT to query, maintain and update with botanical data related to monitoring and managing threatened plant species. The development of the *ex-situ* collections and monitoring of wild populations will enable NPT to develop strategies to deal with invasive species including the use of native/threatened species in landscaping and restoration plantings as well as strategies to deal with the impacts of climate change. Therefore, this project will contribute to the CBD (articles 8 especially, but also 12, 17 and 18) and directly to targets 4 (effective management & restoration), 7 (*in situ* conservation) and 10 (tackling invasive species) of the Global Strategy for Plant Conservation. Aichi targets 5, 9, 12, 14, 15 and 19 will also be supported. By informing biodiversity management planning and helping to prevent the spread of an alien species, the project is aligned to Strategic priority (i) and (ii) of the UKOT Biodiversity Strategy. With regards to the UKOT Environment Charters, the project will contribute to commitments of the UK and BVI to strengthen capacity to restore key habitats, ensure the protection of key species. It also promotes better co-operation and use of UK expertise.
b) Kew and NPT have been developing this project for several months. This has ensured technical excellence in the design of the project and proposed activities which are practical, achievable and offer value for money. Facilities and specialist equipment necessary for the successful delivery of the project are in-place at Kew and available to the project. A logframe has been developed for monitoring, evaluating and measuring project progress and impact. A key outcome of this project – threatened species conservation strategy – will help embed good environmental decision-making in BVI, a key strategic priority for the BVI Government.
c) Conserving the rare and threatened species of the BVI is a complex challenge which requires an in-depth knowledge of a wide range of species, habitats and threats. Kew is one of the few organisations capable of providing this breadth of expertise and has a very successful track record of collaboration with BVI partners (e.g. Darwin 7163 & 12023; DPLUS 2221). This application has been prepared in collaboration with NPT, demonstrating the commitment of local government to native plant conservation and this project. NPT already funds a dedicated team

responsible for maintaining the *ex-situ* collections held at the J.R. O'Neal Botanic Garden. As part of the capacity building of the project, Kew will provide specialist training and support to NPT staff to support their long-term conservation efforts and maximise the project's impact. The database deployed by the project will enable NPT to deliver effective species conservation and habitat management in BVI well beyond the life of the project. A regional workshop will bring together UKOTs and SIDS plant conservationists to share knowledge, expertise and explore transferability of this project's approach.

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)

The main project partner, National Parks Trust of the Virgin Islands (NPT), is the statutory body in BVI with responsibility for managing terrestrial biodiversity. Kew has a Memorandum of Collaboration and a long-standing partnership with NPT who have been consulted through in-country discussions/email and clear roles and responsibilities have been agreed based on in-country needs and priorities. NPT will provide local project management including continued liaison with local community, field support for visiting trainers/fieldworkers, supervision of local project staff and collection of data and plant material following required training. NPT will continue the daily management of the *ex-situ* collections and protected areas supporting threatened species in BVI through the existing nursery officer and park wardens (NPT funded).

Local communities and NGOs (e.g. Jost van Dykes Preservation Society) on many of the islands (i.e. Anegada, Tortola, Virgin Gorda, Jost van Dyke) have been supportive throughout and are updated by visiting researchers and NPT on a regular basis through interviews with local press and face to face discussions. Land accessed for the project is Crown Land or National Parks managed by the NPT. The Governor's office and the Ministry of Natural Resources & Labour value the NPT and Kew partnership and both have expressed full support of this project in particular because of its relevance to BVI Government's environmental mainstreaming priorities (http://www.canari.org/ge_projectf.asp).

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

Kew's mission is 'to inspire and deliver science-based plant conservation worldwide, enhancing the quality of life'. Kew's UKOTs Science Team has well-established links with the UKOTs, having collaborated with all UKOTs on plant conservation projects, providing technical support in plant identification, genetic analysis, habitat surveying & GIS, management plans and horticultural expertise. Kew's Seed Conservation Department is the world leader in the field, managing the extensive Millennium Seed Bank (MSB) Partnership, and is well experienced in capacity building and technology transfer, with partners in over 50 countries. To date it has secured over 30,000 species in the vaults of the MSB. Kew will provide overall project coordination and financial oversight. Kew will liaise with NPT and other in-country stakeholders as well as providing training and technical support to ensure successful implementation of the project and protocols developed. BVI seed collections will be duplicated at the MSB and botanical data will be made available through the UKOTs Online Herbarium and the local database deployed as part of the project.

The project leader, Martin Hamilton, of Kew's UKOTs Programme has been collaborating with BVI partners since 2003. Kew has been involved in collaborative projects in BVI since 1998. During our long-term partnership, the UKOTs Programme has built key relationships with BVI and international partners to work together and address the species conservation issues of the local area.

The NPT has been managing national parks and protected areas since 1961. During this period the park system expanded from one terrestrial park to 20 and these areas are currently managed by a staff of 14 terrestrial wardens. The biodiversity conservation and terrestrial parks programmes of the NPT are managed by a Programme Coordinator and a Planning Coordinator with 16 years' experience of

managing GIS, management planning and stakeholder engagement activities. NPT have a dedicated outreach officer.

The NPT has worked in collaboration with local and international agencies to complete several Darwin and OTEP funded projects successfully, in addition to its annual programme of work. NPT staff have worked with Kew on flora inventories and field collections in previous projects and as part of their daily activities they manage existing *ex-situ* collections of threatened flora and propagate new plant material of conservation value. NPT has a new member of staff responsible for managing the *ex-situ* botanical collections, botanical resources and developing the nursery.

Other NPT staff members have extensive knowledge of the National Parks and strong links with the local community who support their work. Kew have provided specialist training through previous Darwin Initiative projects managed by NPT and UK partners for staff members and built strong working relationships.

Kew has successfully implemented several recent Darwin Initiative projects as detailed in 17 above. Kew regularly manages large, multidisciplinary projects around the world. Kew has a dedicated project accountant that is familiar with the Darwin Initiative procedures and will retain financial oversight of the project.

25. Expected Outputs

Output (*what will be achieved e.g. capacity building, action plan produced, alien species controlled)*	Indicators of success *(how we will know if its been achieved e.g. number of people trained/ trees planted)*	Status before project/baseline data *(what is the situation before the project starts?)*	Source of information *(where will you obtain the information to demonstrate if the indicator has been achieved?)*
1. NPT staff capacity to manage rare and threatened species enhanced	Four NPT staff trained in monitoring health of *ex-situ* plants Six NPT staff trained in monitoring health of wild plants	No monitoring of wild and *ex-situ* plant health	Annual progress reports from NPT and monitoring data recorded on BVI Botanical database
2. *Ex-situ* collections strengthened to support conservation	75% of BVI threatened plants secured as seed collections 100% of BVI threatened plants secured in the nursery 50% of BVI threatened plant collections from more than one population	50% of BVI threatened plants not secured in *ex-situ* collections Overall very limited genetic diversity in *ex-situ* collections Most accessions of a single plant	Field collections data incorporated into BVI Botanical database and UKOTs Online Herbarium database records
3. Conservation Strategy written, approved and locally implemented a) Data collection protocol b) Wild material collection protocol c) Nursery production protocol	a) Data standards produced b) Collection standards produced c) Germination and cultivation standards	a-d) No standards exist	a-d) Protocols produced

d) Monitoring protocol for health of wild plants and *ex-situ* collections	produced d) Plant monitoring standards produced		
4. BVI Botanical database deployed and populated	Brahms installed on NPT computer Two NPT staff fully trained in database use 3500 BVI records extracted from UKOTs Online Herbarium database imported into BVI Botanical database	No botanical database in BVI; no offline access to existing botanical data; no NPT staff with Brahms experience	Trained NPT staff provide new records for BVI National GIS and UKOTs Online Herbarium database via BVI Botanical database

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

A bespoke set of training opportunities will provide NPT staff with the skill set to implement a 'Conservation Strategy' to enhance the *ex-situ* collections, monitor wild and *ex-situ* plant health and instigate a well managed conservation monitoring programme. The new BVI botanical database will provide a vital new resource to hold all botanical data to provide information necessary for implementing actions to enable long-term conservation of BVI's threatened plant species, the habitats they comprise and the ecosystem services they deliver. This will provide an insurance policy for potential staff turnover and the institutional continuity for sound conservation planning.

27. Main Activities	
Output 1	**Capacity building to enable NPT to manage rare and threatened species**
1.1	Design training programme for NPT staff to implement conservation strategy, adopt protocols, and monitor health of wild plants and ex-situ collections
1.2	NPT staff attend training courses in Puerto Rico and Kew
1.3	Assessment of skills gained through review of performance and reports
1.4	Endorsement by Puerto Rico and Kew specialists for each area of training following review
1.5	Regional workshop organised for UKOTs and SIDS plant conservationists to share knowledge and expertise
Output 2	***Ex-situ* collections strengthened to support conservation**
2.1	Develop target species list of threatened plants and collecting locations to achieve 50% of BVI threatened plant collections from more than one population
2.2	Undertake targeted seed and live material collection from threatened plant populations, fully documented with herbarium vouchers, to achieve 75% of BVI threatened plants secured as seed collections
2.3	Process field material and incorporate into *ex-situ* collections. Duplicate seed

	collections sent to Kew's Millennium Seed Bank
2.4	Trained NPT staff propagate material to secure 100% of BVI threatened plants in the nursery
2.5	Collections data incorporated into BVI Botanical database (new) and Kew's UKOTs Online Herbarium database
Output 3	**Conservation Strategy for local implementation**
3.1	Develop and field test standards for data collection and monitoring
3.2	Refine and agree standards with partners
3.3	Agree practical applications with partners to produce protocols for 'Data collection', 'Wild material collection', 'Nursery production' and 'Monitoring health of wild plants and *ex-situ* collections'
3.4	Partners implement protocols with guidance from Kew
3.5	Project steering committee reviews protocol implementation and agrees conservation strategy
3.6	Conservation strategy implemented by NPT with support from Kew and regional partners
Output 4	**BVI Botanical database deployed and populated**
4.1	Brahms installed on NPT computer by Kew specialist
4.2	Two NPT staff fully trained in database use by Kew and MAPR specialists
4.3	3500 BVI records extracted from UKOTs Online Herbarium database imported into BVI Botanical database by Kew specialist
4.4	Trained NPT staff routinely add field and monitoring data to database and export data to Kew's UKOTs Online Herbarium and BVI National GIS

28. Risks			
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
Hurricane impacts local infrastructure and delays project implementation	L	M	*Ex-situ* collections secured prior to storm arrival; fresh water stored in event of power loss and no pump available.
No wild plant material available for collection	L	H	Regular monitoring of field locations by trained staff to identify plant material suitable for collection.
Trained staff leave NPT	L	H	Programme of training and career progression at NPT provide good career prospects; All data held in BVI Botanical Database for future staff to access; Protocols developed capture workflows and processes.

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)

Through an existing Memorandum of Collaboration, Kew and NPT will continue working to secure the future of BVI's threatened biodiversity after project completion. NPT staff training by Kew and MAPR specialists and new protocols to guide threatened species management and ongoing monitoring will increase institutional sustainability. Enhancing the regional network will encourage local initiatives and support for on-going conservation activities.

The project steering group will liaise with the BVI Government and local botanical community on the viability of generating supplementary income through native plants produced in the NPT nursery. The green economy will be boosted by ensuring that BVI's rare and threatened species and their habitats are not lost and the BVI slogan "natures little secrets" remains true.

Field data will be incorporated into the BVI National Geographic Information System. Collections data will be integrated into the open access UKOTs Online Herbarium, a core activity for Kew, to ensure dissemination of data. Tours, community talks, local press coverage, open access data about the project and reports to government will help encourage policy level sustainability and raise the profile of NPT to conserve biodiversity. The BVI Botanical Database will empower NPT staff and enable monitoring of threatened species into the future.

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)

In the preparation of this application, a project workplan was developed in consultation with NPT. This will be used as the main monitoring tool by the project manager and the Director of the NPT for tracking project progress. NPT project staff will provide quarterly updates to the project manager and the Director of the NPT. These reports will be shared with the project steering committee (comprised of staff from NPT, Kew, MAPR, BVI Ministry of Natural Resources & Labour) that will convene quarterly meetings during the life of the project. This will enable the team to learn, adapt and make informed decisions to maximise the impact of the project (and ensure value for money). The workplan itself will be a living document and updated during the project as necessary.

The success of this project will be measured by delivery and implementation of the 'Conservation Strategy', expansion of the *ex-situ* collections, strengthened capacity of NPT staff, deployment and population of the BVI Botanical Database. The longer term impact of this project is to halt the loss of threatened species in the British Virgin Islands. The training provided and database developed will facilitate monitoring and provide the evidence of success.

The project completion report is after the project is over and is linked to the final payment.

31. Financial controls: Please demonstrate your capacity to manage the level of funds you are requesting. (Who is responsible for managing the funds? What experience do they have? What arrangements are in place for auditing expenditure?)

Kew will be responsible for managing the funds for this project. The Kew Finance Department has a team dedicated to supporting financial management of projects and to reporting to funders. Institutional and project accounts are audited each year by external accountants. An audit expenditure of £1000 has been included in the budget for year two.
See http://www.kew.org/about/our-work/reports-accounts-plans

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. (200 words max)

Kew has invested significantly in Brahms development and has a close working relationship with the developer, Oxford University. This investment enables non-specialist, trained users to quickly take up use of the system as is seen through its global use. Brahms software is free for project use and Oxford University has committed to keeping the current version of the software freely available unlike commercial alternatives.

Kew costs were developed using actual salary costs of each individual involved with overheads calculated at 40% of normal amount sought by Kew for externally-funded projects. All BVI staff time is match-funding demonstrating the government's commitment to this project. The long working collaboration between Kew and NPT has enabled fieldwork costs to be calculated using much-reduced rates for local accommodation and transport through previously established local contacts (i.e. one house rentals versus hotel rooms). NPT staff visiting Kew will have access to local bedsits/B&B's that Kew uses regularly to keep travel and accommodation costs down.

This project delivers value for money because without it, threatened species will be lost. BVI's tourism and green economy is built around its environment and a secure future for its biodiversity.

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 2014)

	Activity	No of Months	Year 1				Year 2			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Output 1	**Capacity building to enable NPT to manage rare and threatened species**									
1.1	Design training programme for NPT staff to implement conservation strategy, adopt protocols, and monitor health of wild plants and *ex-situ* collections	0.5	X							
1.2	NPT staff attend training courses in Puerto Rico and Kew	4	X	X		X	X	X		
1.3	Assessment of skills gained through review of performance and reports	0.5		X	X	X	X	X		
1.4	Endorsement by Puerto Rico and Kew specialists for each area of training following review	0.5			X	X	X	X	X	
1.5	Regional workshop organised for UKOTs and SIDS plant conservationists to share knowledge and expertise	0.5		X						
Output 2	***Ex-situ* collections strengthened to support conservation**									
2.1	Develop target species list of threatened plants and collecting locations to achieve 50% of BVI threatened plant collections from more than one population	0.5	X							
2.2	Undertake targeted seed and live material collection from threatened plant populations, fully documented with herbarium vouchers, to achieve 75% of BVI threatened plants secured as seed collections	6	X	X	X	X	X	X	X	X
2.3	Process field material and incorporate into *ex-situ* collections. Duplicate seed collections sent to Kew's Millennium Seed Bank	6	X	X	X	X	X	X	X	X
2.4	Trained NPT staff propagate material to secure 100% of BVI threatened plants in the nursery	6	X	X	X	X	X	X	X	X
2.5	Collections data incorporated into BVI Botanical database (new) and Kew's UKOTs Online Herbarium database	3	X	X	X	X	X	X	X	X
Output 3	**Conservation Strategy for local implementation**									
3.1	Develop and field test standards for data collection and monitoring	0.5	X	X						
3.2	Refine and agree standards with partners	1	X	X						
3.3	Agree practical applications with partners to produce protocols for 'Data collection', 'Wild material collection', 'Nursery production' and 'Monitoring health of wild plants and *ex-situ* collections'	1		X	X					

3.4	Partners implement protocols with guidance from Kew	6		X	X	X	X	X	X	X
3.5	Project steering committee reviews protocol implementation and agrees conservation strategy	0.5	X	X						
3.6	Conservation strategy implemented by NPT with support from Kew and regional partners	6		X	X	X	X	X	X	X
Output 4	**BVI Botanical database deployed and populated**									
4.1	Brahms installed on NPT computer by Kew specialist	0.25	X							
4.2	Two NPT staff fully trained in database use by Kew and MAPR specialists	1.5	X	X	X					
4.3	3500 BVI records extracted from UKOTs Online Herbarium database imported into BVI Botanical database by Kew specialist	0.25	X							
4.4	Trained NPT staff routinely add field and monitoring data to database and export data to Kew's UKOTs Online Herbarium and BVI National GIS	3		X	X	X	X	X	X	X

CERTIFICATION

On behalf of the trustees of **THE ROYAL BOTANIC GARDENS, KEW**

I apply for a grant of **£99,896** 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.)*

I enclose CVs for project principals and letters of support.

Our most recent audited/independently verified accounts and annual report can be found at:

http://www.kew.org/about/our-work/reports-accounts-plans

Name (block capitals)	PROFESSOR KATHERINE WILLIS
Position in the organisation	Director of Science

Signed  **Date:** 31st July 2014

Application Checklist for submission

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

Once you have answered the questions above, please submit the application, not later than midnight GMT Monday 4 August 2014 to 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.