



Department
for Environment
Food & Rural Affairs



Foreign &
Commonwealth
Office



Department
for International
Development



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

Submit by **2359 GMT Monday 29 August 2016**

Please read the [Guidance](#) before completing this form.

Information to be extracted to the database is highlighted blue. Blank cells may render your application ineligible

Basic Data

1. Project Title (max 10 words)	Establishment of the national framework for invasive plant management in St Helena		
2. UK OT(s) involved	St Helena	Letter of support from OT government attached?	Yes
3. Start Date:	1 st April 2017		
4. End Date:	31 st March 2019		
5. Duration of project (no longer than 36 months)	24 months		

Summary of Costs	2017/18	2018/19	2019/20	Total
6. Budget requested from Darwin	£114,025	£114,150	£0	£228,175
7. Total value of matched funding	£22,819	£23,342	£0	£46,161
8. Total Project Budget (all funders)	£136,844	£137,492	£0	£274,336
9. Names of Co-funders	St Helena Government; St Helena National Trust			

10. Name, address and contact details of lead applicant organisation (responsible for delivering outputs, reporting and managing funds)*	Environment and Natural Resources Directorate, Essex House, Jamestown, Island of St Helena, South Atlantic Ocean STHL 1ZZ
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* Notification of results will be by email to the Project Leader named in Question 12

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

12. Partners in project. Please provide details of the partners in this project and provide a CV for the individuals listed. You may copy and paste this table if necessary

Details	Project Leader	Project Leader	Project Partner 1
Surname	Henry	Duncan	Cairns-Wicks
Forename(s)	Derek	Darren	Rebecca
Post held	Ag Director	Head, ANRD	Head of Operations
Institution (if different to above)	ENRD, St. Helena Government	ENRD, St. Helena Government	St Helena National Trust
Department	ENRD	ANRD	
Telephone/Skype			
Email			

13. 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
DPLUS052	Derek Henry	Mapping St Helena's Biodiversity and Natural Environment
DPLUS039	Elizabeth Clingham & Gerald Benjamin	Sustainable development and management of St Helena's fisheries and marine tourism.
DPLUS029	Lourens Malan	Securing St Helena's rare cloud forest trees and associated invertebrates
DPLUS020	Isabel Peters	St. Helena baseline assessment: A foundation for effective environmental management
DPLUS024	Shayla Ellick	Darwin Fellowship – MRes Carbon sequestration in community forests, St Helena
DPLUS018	Dr Judith Brown	Taxonomic and conservation of Oceanodroma storm petrels in the South Atlantic

14. If your answer to Q13 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. (If your answer to Q13 was Yes, you may delete these boxes, but please leave Q14)

Contract 1 Title	
Contract Value	
Contract Duration	
Role of institution in project	
Brief summary of the aims, objectives and outcomes of the contract.	
Client/independent reference contact	

details (Name, e-mail, address, phone number).	
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Contract 2 Title	
Contract Value	
Contract Duration	
Role of institution in project	
Brief summary of the aims, objectives and outcomes of the contract.	
Client/independent reference contact details	

Contract 3 Title	
Contract Value	
Contract Duration	
Role of institution in project	
Brief summary of the aims, objectives and outcomes of the contract.	
Client/independent reference contact details	

15. Key Project personnel

Please identify the key project personnel on this project, their role and what % of their time they will be working on the project. Please provide 1 page CVs for these staff, or a 1 page job description or Terms of Reference for roles yet to be filled. Please include more rows where necessary.

Name (First name, surname)	Role	Organisation	% time on project	1 page CV or job description attached?
Darren Duncan	Project Leader	ENRD - ANRD	15%	Yes
Rebecca Cairns-wicks	Project Partner	SHNT	5%	Yes
Invasive Plant Specialist	Project Staff	ENRD – ANRD	100%	Yes
Weed Officer	Project Staff	ENRD - ANRD	100%	Yes

Project Details

16. Project Outcome Statement: Describe what the project aims to achieve and what will change as a result. (30 words max). You can copy and paste from Q26.

Island capacity to manage invasive plants at the landscape level improved, enabling restoration of endemic habitats to safeguard the endemic wildlife of St Helena, and to support food security.

17. 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)

Invasive plant species are one of the biggest challenges for the management of National Conservation Areas (NCAs) and the conservation of endemic species in St Helena. They affect all sectors and an overall lack of coordination of effort between sectors results in rapid reinvasion from untreated neighbouring areas, with further expenditure of limited resources; SHG and SHNT together currently spend around £250,000 a year on frequently inefficient weed management activities.

Climate change will exacerbate the problem, as new invasive plant species establish, existing species change range, and new species initiate population explosions. The small scale of the island indicates that an innovative landscape scale management approach should form the basis of an invasive plant management strategy.

The project will build local capacity among all stakeholders, fill knowledge gaps through adaptive management trials, and engage the local community in order to develop and implement this strategy. A national coordination framework with a local position will be established, and long term monitoring programme initiated. Lessons learned will be shared regionally, as many of the priority species are problems in other South Atlantic UKOTS.

The project addresses the Government priorities of invasive species management, adaptation to climate change, and building local capacity.

18. 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)

ENRD will lead the project, working closely with the SHNT. A multi-sector project coordination committee will be established, ensuring that the innovative landscape level approach has full input and buy-in from all sectors. An experienced Invasive Plant Specialist (IPS) and local Weed Officer (WO) will be recruited, working closely together to build capacity of the WO to continue post-project, thus ensuring sustainability of the actions. A Weed Buster team will also be established, working closely with existing invasive plant management teams.

An overarching national Invasive Plant Strategy and coordination framework will be developed through a process of public consultation. Surveying protocols for priority species will also be developed for monitoring and evaluation of the programme, linked to the ENRD-led Darwin Plus project "Mapping St Helena's Biodiversity and Natural Environment".

Community engagement is fundamental. Training workshops will be held for invasive plant identification and management, including competence in the safe use of pesticides. Training courses will be led by the IPS and other island experts for invasive plant managers, as well as the general public. A public awareness and education strategy will be developed and implemented, including newspaper articles, radio broadcasts, and a Weed Buster webpage. An annual Weeds Week will be held, to raise interest and awareness of the issue. Promotional materials will be produced and distributed for maximum exposure.

Integrated methods will be developed appropriate to the different sectors for the management of five habitat transforming species currently undergoing rapid range expansion which provide models for other problem species which threaten the management of national conservation areas: *Austro eupatorium inulifolium*, *Fuchsia coccinea*, *Nephrolepis cordifolia*, *Pennisetum setaceum* and *Schinus terebinthifolius*. Methods developed will include means of control, timing, managing chain effects, and coordination across different sectors. Adaptive management will be used, being a cyclical management process whereby information and results are continuously fed back into management decisions.

Best practice guidelines for the cost-effective management of priority species will then be developed, including the management of green waste, building on the findings of the EU funded ENRD-led OCTA St Helena Innovation Pilot Project 'Sustainable Environmental Management'.

Many of the weedy species of concern to St Helena are also of concern to other UKOTs, sharing similar constraints of capacity and skills, and sharing lessons learned in problem species management is another key aspect of the project.

Finally the challenges of integration and coordination across sectors are addressed. This is the innovative aspect of the project, and the framework for landscape level management of invasive plant species will be achieved through the development of area-wide action plans applying the best practice guidelines. A long-term invasive plant monitoring programme established to continue post-project under the direction of the Weed Officer.

By the end of the project, adaptive protocols and procedures will be in place for cost-effective invasive plant management for key sectors, with actions mainstreamed into annual action plans. The WO position will be a core position in ANRD, and the Weed Busters will become the islands first Conservation Rangers with the SHNT.

19. 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)

Priority issues:

The project contributes to four of the priority issues identified:

- Dealing with invasive alien species
- Developing approaches to deal with the effects of climate change
- Developing ecosystem-based initiatives for the conservation and sustainable use of the terrestrial environment
- Developing data systems on biodiversity to help develop policies and management plans

The project will contribute substantially to global, regional and national strategic objectives. Outputs will:

- Support Convention on Biological Diversity Aichi target Strategic Goal B targets 5, 7, 9 and 10, Strategic Goal C targets 11 and 12, Strategic Goal D target 14, and Strategic Goal E target 19.
- Build on the South Atlantic Invasive Species Regional Invasive Alien Species Strategy 2010.
- Contribute to the St Helena Island 10 Year Plan 2017 – 2027 national goal "Altogether Greener"
- Support the St Helena Government Sustainable Management Plan 2014-2017 strategic, objective 8.1
- Support the National Environmental Management Plan 2012-2022, objective D
- Support the St Helena Invertebrate Conservation Strategy 2016 to 2021, Goal 2

- Support the National Pesticide Policy
- Support the St Helena Environment Charters 2001, Commitment 2
- Implement the Weed Management Action Plan endorsed in August 2016

Outputs are also highly relevant to the Ecosystem Profile for St Helena.

Technical excellence:

Technical excellence will be achieved through careful planning and project oversight via a multi-sector steering group. The project will establish the scientific basis underpinning invasive plant management decisions, under the direction of an experience invasive plant specialist.

Pathway to impact:

Good environmental decision making will result from the implementation of the multi-sectoral national invasive plant management strategy, with activities mainstreamed into annual work plans to ensure sustainability and coordination of the actions across sectors. The project will also build the institutional and technical capacity to deliver them. This serves as a model for other OTs.

The project has arisen through a stakeholder consultation process and has high level of local ownership. Strong stakeholder support coupled with the innovative landscape scale of the project whereby all sectors stand to benefit will promote buy-in, resulting in improved invasive plant management island-wide, reduced pressure on the NCAs from invasive plants and reallocation of some limited resources to restoration activities.

20. 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 project builds on intensive stakeholder consultation carried out for the development of a simple Weed Management Action Plan (WMAP) requested by the Chamber of Commerce and elected Councillors in recognition of the expanding invasive plant problem on the island. During a multi-sector workshop in March 2016 each sector identified a number of “quick wins” which could be implemented using existing resources to improve invasive plant management. However, it was clear that the overall impact would be limited and that an island wide landscape approach was required in order to achieve cost-effective invasive plant management in conservation areas, and that this would need additional funding which is not available on-island.

The project grew from this and is therefore fully grounded with complete stakeholder support. Through the multi-sector project coordination committee all sectors will remain engaged in the project, at all stages. The Weed Buster team will work in coordination and alongside teams from other sectors involved in invasive plant management, sharing skills and experience, and collaborating to tackle larger tasks.

Discussions have also been held with the project managers of the Darwin Plus Vegetation Mapping project, a St Helena Nature Conservation Group-led BEST small grant project which includes invasive plant management to protect endemic species in Peak Dale NCA, and the EU funded St Helena Innovation Pilot Project focused on green waste, to ensure full synergy with this project and those currently being implemented with complementary activities.

21. Institutional Capacity: Describe the implementing organisation’s capacity (and that of partner

organisations where relevant) to deliver the project.
(500 words max)

ENRD has delivered a number of projects across the Directorate's service areas through DFID, OTEP and Darwin Plus funding streams since it was formed. Prior to 2012 a number of the Division's that make up the Directorate have relevant experience of managing a variety of projects, with a number of staff involved in such projects still working within the Directorate. Such projects have ranged from Infrastructure related projects, capacity building projects, technical projects in natural resources, fisheries, agriculture, marine management and terrestrial conservation.

ENRD includes the three government divisions responsible for invasive plant management on Government land across the island: Environmental Management Division (EMD) responsible for management of the national conservation areas; Agriculture and Natural Resources Division (ANRD) responsible for invasive plant management in agricultural and pasture areas as well as forestry; and Roads Section, responsible for managing invasive plants along the islands roads.

There is management and technical oversight capacity within ANRD (the project delivery Division) to manage the overall project and the project team will be recruited to the Division to manage day-to-day project activities. This team will be integrated into the ENRD structure under a succession arrangement to continue to implement the National Weed Management Strategy post-project.

ENRD has a dedicated finance team to manage the project's finances and support project procurement activities.

Since its establishment in 2002 the St Helena National Trust (SHNT) has become the leading environmental NGO on St Helena. The SHNT employs 21 full-time staff, and currently manages three multi-year Darwin Initiative projects. The largest is the Community Forest Project which began in 2013 and will come to successful completion in September 2016. Despite some significant challenges, the Community Forest Project is set to achieve all of the objectives at completion. Additionally, thanks to the Trust's commitment to building skills and investing in people, each of the four core local staff recruited into the project will remain employed in full-time conservation work beyond the life of the project.

APPLICANTS SEEKING £100,000 OR OVER CAN PROCEED TO QUESTION 26

22. Expected Outputs

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.			
2.			
3.			

23. Expected change: How will each of the outputs contribute to the overall outcome of the project?

(100 words max)

24. Main Activities	
Output 1	
1.1	
1.2	
1.3	
Output 2	
2.1	
2.2	
2.3	
2.4	
Output 3	
3.1	
3.2	
3.3	

25. Risks			
<p>It is important that you and your partners consider all potential risks to the project and how these risks could be mitigated. Please identify risks you have considered, the potential impact on the project and explain how you can mitigate against them. Risks may include working in a volatile region, staff retention, lack of engagement with local communities or Governments. You should always consider the risk of fraud, error or bribery.</p>			
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

APPLICANTS SEEKING LESS THAN £100,000 ARE NOT REQUIRED TO COMPLETE THE LOGICAL FRAMEWORK AT QUESTION 26 HOWEVER YOU MAY FIND IT A USEFUL EXERCISE TO HELP YOU STRENGTHEN YOUR PROJECT

26. LOGICAL FRAMEWORK

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

Project summary	Measurable Indicators	Means of verification	Important Assumptions
<p>Impact: Invasive plant species are cost-effectively managed across the island with reduced threats to endemic flora and fauna, and other sectors. (Max 30 words)</p>			
<p>Outcome: Island capacity to manage invasive plants at the landscape level improved, enabling restoration of endemic habitats to safeguard the endemic wildlife of St Helena, and to support food security. (Max 30 words)</p>	<p>0.1 All major invasive plant stakeholders actively involved in planning for, monitoring and reviewing national invasive plant management initiatives by January 2019</p> <p>0. 2 Monitoring programme database developed by February 2019.</p> <p>0.3 New staff capacity in place to implement the invasive plant management strategy by June 2018</p> <p>0.4 Experienced Conservation rangers in place with the SHNT by February 2019</p> <p>0.5 At least 5 problem invasive plant species being tackled through area-wide initiatives by December 2018.</p>	<p>0.1 SHG Natural Resources, Housing and Properties Planning, Waste Management, Biosecurity Annual Operational Plans via SHG website/ SHNT annual operational plans via SHNT website/ Graziers pasture management plans each year via ANRD page on the SHG website/ Landowners Operational Plans each year via ANRD.</p> <p>0.2 Invasive plant monitoring database</p> <p>0.3 ANRD recurrent budget and annual work plan</p> <p>0.4 SHNT Annual work plan</p> <p>0.5 Publications and other documents on the invasive plant webpage</p>	<p>Government support for invasive plant management remains strong and impacts community support for the project.</p> <p>Cooperation remains good within stakeholder sectors.</p> <p>Cost-effective methods are successfully developed for the management of problem species.</p>
<p>Outputs: 1. Strategic leadership for invasive plant management is evident at the national level</p>	<p>1.1. Dedicated invasive plant management team operational, and steering group appointed and operational, by June 2017</p> <p>1.2. Medium-long term national Invasive</p>	<p>1.1. Steering group meeting minutes</p> <p>1.2. Publications and other documents on the invasive plant webpage</p> <p>1.3. SHG Organogram via Government</p>	<p>Suitable staff available for recruitment at the start of the project.</p> <p>Appropriate stakeholder representation on Project Steering Group.</p>

	<p>Plant Management Strategy implemented by April 2018</p> <p>1.3 National strategic invasive plant management function fully operational under SHG's ENRD structure by March 2019</p>	website	
<p>2. Community, industry, Government and land managers engaged in invasive plant management</p>	<p>2.1. At least 50 people participate in training workshops over the 2 years.</p> <p>2.2. Increase in 10% of people holding a certificate in the safe use of pesticides over the baseline as at 2016</p> <p>2.3 Newspaper article on invasive plant management at least 4 times a year</p> <p>2.4 At least one invasive plant awareness week run by the end of December 2018</p>	<p>2.1 Training course attendance certificates</p> <p>2.2 ANRD list of certified sprayers</p> <p>2.3 On-line editions of the Independent and Sentinel newspapers</p> <p>2.4 Publications and other documents on the invasive plant webpage</p>	<p>Early engagement with key sector stakeholders demonstrates linkage with WAP and achieves buy-in for project.</p> <p>Interest in training workshops is high.</p>
<p>3. Strengthened local capacity to manage priority invasive plants</p>	<p>3.1 Cost effective methods for five problem invasive plants developed for environment, agriculture, forestry, roads and landowners by November 2018.</p>	<p>3.1 Report on trials on the invasive plant page on the SHG website</p>	<p>Early design plan established for chemical invasive plant trials inform required herbicides and quantities so that stocks are on Island prior to trials beginning.</p> <p>All other necessary equipment is received on Island in a timely manner.</p> <p>Invasive plant management teams on the island work cooperatively together.</p>
<p>4. Improved knowledge for invasive plant management strategies and tactics.</p>	<p>4.1 Invasive plant webpage in place with practical information by October 2017; all technical outputs of the project placed on the website within 1 month of finalisation</p> <p>4.2 At least 20 best-practice</p>	<p>4.1 Publications and other documents on the invasive plant webpage</p> <p>4.2 Publications and other documents on the invasive plant webpage</p> <p>4.3 Publications and other documents on</p>	<p>Clear early messages disseminated on how project actions and results will be integrated into Government, industry and community activities during and post - project to demonstrate project benefits and legacy.</p> <p>Successful control methods developed</p>

	<p>guidelines/procedures/standards/codes of practice for invasive plant management (10 in year 1 and 10 in year 2)</p> <p>4.3 Best practice guidelines for disposal of green waste by October 2018</p>	<p>the invasive plant webpage</p>	<p>by end of project for problem invasive plants.</p>
<p>5. Nationally significant invasive plant species under innovative and cost-effective management.</p>	<p>5.1 Relevant SHG Divisions, SHNT and key private sectors include Invasive Plant Management Strategy actions in their annual work/operational plans from 2018/2019 financial year onwards.</p> <p>5.2 Report of initial area-wide trial of invasive plant management,</p> <p>5.3 At least 5 priority invasive plant species being routinely mapped as part of the monitoring programme by February 2019.</p>	<p>5.1 SHG Natural Resources, Housing and Properties Planning, Waste Management, Biosecurity Annual Operational Plans via SHG website/ SHNT annual operational plans via SHNT website/ Graziers pasture management plans each year via ANRD page on the SHG website/ Landowners Operational Plans each year via ANRD.</p> <p>5.2 Publications and other documents on the invasive plant webpage</p> <p>5.3 Invasive plant monitoring database</p>	<p>Government support for invasive plant management remains strong and impacts community support for the project.</p> <p>Cooperation is good within stakeholder sectors.</p>
<p>Activities (each activity is numbered according to the output that it will contribute towards, for example 1.1, 1.2 and 1.3 are contributing to Output 1)</p> <p>Activity 1.1: Recruit invasive plant management officers</p> <p>Activity 1.2: Recruit a Weed Busters team</p> <p>Activity 1.3: Establish multi-sector steering group for national invasive plant management oversight</p> <p>Activity 1.4: Hold a stakeholder workshop to develop the strategic invasive plant management framework</p> <p>Activity 1.5: Review existing invasive plant related legislation</p> <p>Activity 1.6: Undertake a global review of all aspects of invasive plant management for significant species</p> <p>Activity 1.7: Identify major pathways of spread of nationally significant invasive plant species and appropriate management actions for associated pathways</p> <p>Activity 1.8: Develop simple and practical survey protocols to monitor priority invasive plant species.</p> <p>Activity 1.9: Develop national Invasive Plant Management Strategy, based on the results of Activities 1.4 to 1.8.</p> <p>Activity 2.1: Design and implement a public awareness and education programme.</p> <p>Activity 2.2: Deliver invasive plant workshops on identification and area wide management for conservationists, land managers, farmers and forestry workers, and the general public.</p> <p>Activity 2.3: Deliver training courses on safe use of pesticides.</p> <p>Activity 2.4: Run invasive plant awareness week.</p>			

- Activity 3.1:** Carry out trial area-wide annual whiteweed (*Austro eupatorium inulifolium*) control campaign, coordinated across all relevant sectors.
- Activity 3.2:** Design and carry out trials for the cost-effective management of wild mango (*Schinus terebinthifolius*).
- Activity 3.3:** Carry out targeted removal of African fountain grass (*Pennisetum setaceum*) in the upper Sandy Bay area.
- Activity 3.4:** Design and carry out trials for the cost-effective management of pheasant tail fern (*Nephrolepis cordifolia*).
- Activity 3.5:** Design and carry out trials for the cost-effective management of creeping fuchsia (*Fuchsia coccinea*).
- Activity 4.1:** Review and refine the Weed Control Manual for managing nationally significant invasive plants
- Activity 4.2:** Establish and implement best practice guidelines for minimising invasive plant spread including:
- A model code of best practice
 - Sector/industry-specific guidelines
- Activity 4.3:** Develop and implement best practice guidelines for the safe disposal and processing of invasive plants, contaminated material and green waste, through addressing requirements for:
- Urban areas
 - Agricultural areas
 - Industry
 - High-risk invasive plant species
- Activity 4.4:** Share lessons learned across other SA UKOTs and the wider invasive plant management community.
- Activity 5.1:** Design and cost restoration initiatives in appropriate areas where major invasive plant management intervention recommended
- Activity 5.2:** Mainstream invasive plant management actions into annual work plans.
- Activity 5.3:** Coordinate landowners to carry to a trial of area-wide control of priority invasive plant species, using methods developed in Output 4 where appropriate.
- Activity 5.4:** Long-term monitoring programme established for priority invasive plant species across key sectors, based on protocols developed in Activity 1.8.

27. 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)

The project will build institutional capacity, fill knowledge gaps, identify priorities, run adaptive management trials, develop protocols and procedures, strengthen partnerships and promote community engagement to initiate invasive plant management at a landscape level. Post-project, the Weed Officer will become a core ANRD position, and the Weed Busters will join the SHNT as the first island Conservation Rangers. This will substantially increase the capacity of the SHNT to manage protected areas on St Helena.

Local expertise among all stakeholders and the wider community will be raised through project activities. All key sectors are closely involved in the project, with strong support from elected councillors. The innovative landscape scale approach to invasive plant management ensures that all sectors benefit, not just those involved in conservation. This strengthens buy-in to the project outcome and the likelihood that practices established under the project will continue post-project.

The main invasive plant management teams among stakeholders as well as the general public will have improved technical capacity to manage existing problem species as well as respond to new outbreaks.

28. Open access: All outputs from Darwin Plus projects should be made available on-line and free to users whenever possible. Please outline how you will achieve this. (200 words max)

An invasive plant webpage will be created on the SHG website and all project products and materials will be placed on-line for wider dissemination of lessons learned to other UKOTs and interested parties.

On-island the St Helena community is small and relatively accessible by traditional media in the form of local newspapers and radio stations, with the internet and social media such as Facebook and Twitter still lacking widespread take-up. The communications programme will therefore focus on traditional media, direct contact and face to face meetings between stakeholders. Regular invasive plant information slots will be broadcast by the two radio stations, Saint FM and SAMS, and accompanied by newspaper articles in the two papers, the Sentinel and Independent. Publicity materials for the general public will include a leaflet and poster on landscape scale invasive plant species management.

29. Monitoring & Evaluation:

Describe, referring to the Indicators above, how the progress of the project will be monitored and evaluated, making reference to who is responsible for the project's M&E. Darwin Initiative projects are expected to be adaptive and you should detail how the monitoring and evaluation will feed into the delivery of the project including its management. M&E is expected to be built into the project and not an 'add' on. It is as important to measure for negative impacts as it is for positive impact.

(Max 500 words)

The responsibility for M&E lies with ANRD, and specifically in the post of Invasive Plant Specialist who will report to the multi-sector steering group on a monthly basis. At the initiation of the project a detailed work plan will be developed, and milestones checked against progress. The steering group will have both technical and financial oversight of the project activities, and will be able to react and respond to the results of project activities, as well as to any other developments on the island, and feed it back into planning for each phase of the project. Iterative learning and adaptive management will be achieved through close working of the project team with other invasive plant managers on the island and a policy of open communication.

All project products and materials will be placed on-line on the invasive plant webpage where they are available for external verification as well as for sharing lessons learned as widely as possible. Sector and area-specific techniques for management developed under output 3 will be incorporated in the workshop schedules, as well as summarised in a series of practical best practice guidelines. This will include not only lessons learned in what works best, but also what is less effective, so that both positive and negative impacts are reported and taking into account in designing the area-wide invasive plant control trial in output 5.

Invasive plant distribution surveys designed and initiated in year 1 will increasingly yield data which will inform and guide the progress of the project. The simple surveying protocols developed to monitor and evaluate the efficacy of invasive plant management programme, also allow early identification of new emerging invasive species. The survey database will provide objective data which can be used to underpin environmental management decision making. This activity links to the ENRD-led Darwin Plus project "Mapping St Helena's Biodiversity and Natural Environment" 2016 - 2018 by filling in gaps at a finer scale than possible using satellite imagery, and by establishing a programme of routine surveying of key species which will contribute to updating the "living map" post-project under the direction of the Weed Officer.

Figures given below relate to the meetings of the monthly steering group (allowing time for document preparation, review, and travel expenses for the Partner Organisation for the meeting itself), being the most formal monitoring and evaluation mechanism in place.

Number of days planned for M&E	24
Total project budget for M&E	£5,670
Percentage of total project budget set aside for M&E	2%

30. 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?)

All project funding will be routed through the ENRD accounts section which operates under audited SHG accounting procedures. The system is based on the SHG e-system of administration and accounting and is supported by an up-to-date back-up facility for all files and documentation.

All monies will be placed into a designated account and have a designated financial officer to ensure finances/budgets are monitored.

The Project lead will have an overview of the entire project and will regularly monitor the budget. Items purchased in the host country will be bought through the SHG procurement process which has strict guidelines for ensuring value for money and transparency. An independent auditor will audit expenditure. ENRD has experience of successfully managing projects totalling £2.4 million in 2015/16 along with a core budget of £3.0 million.

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. If you are requesting over £100,000 from Darwin Plus, you must complete the full spreadsheet.

31. 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)

The project has been designed and costed based on financial best practice. SHG's experience of managing funded projects means that costs have been assessed as being realistic, with contingency for areas of risk, namely travel and equipment costs. Future costs of travel are unknown as St Helena is still awaiting opening of its first airport, and costs in the budget are based on current estimates for the mail ship. The assumption is made that future costs for air travel will be no more than those for sea travel.

Equipment will be sourced on-island wherever possible, with the aim of simplifying supply as well as supporting the local economy. However, where this is not possible, off-island costs have been provided by Richard James International shipping agent, or overseas suppliers from which specialist equipment has been previously sourced. It is anticipated that a single order for overseas equipment and materials will be made in year 1, and a second overseas order in year 2. The assumption is made that costs will not vary substantially over the course of the project.

The proposed project is complementary to the SHNT-led proposal "Invasives to Natives"; they are independent but together add value to each other.

32. 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

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

Activity	No. of months	Year 1				Year 2				Year 3			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Output 1 Strategic leadership for invasive plant management is evident at the national level.													
1.1: Recruit invasive plant management officers	1												
1.2: Recruit a Weed Busters team	1												
1.3: Establish multi-sector steering group for national invasive plant management oversight	24												
1.4: Hold a stakeholder workshop to develop the strategic invasive plant management framework	1												
1.5: Review existing invasive plant related legislation	2												
1.6: Undertake a global review of all aspects of invasive plant management for significant species	3												
1.7: Identify major pathways of spread of nationally significant invasive plant species and appropriate management actions for associated pathways	3												
1.8: Develop simple and practical survey protocols to monitor priority invasive plant species.	1												
1.9: Develop national invasive plant management strategy, based on the results of Activities 1.4 to 1.8.	3												
Output 2 Community, industry, Government and land managers engaged in invasive plant management.													
2.1: Design and implement a public awareness and education programme.	21												
2.2: Deliver invasive plant workshops on identification and area wide management for conservationists, land managers, farmers and forestry workers, and the general public.													
2.3: Deliver training courses on safe use of pesticides.	2												
2.4: Run invasive plant awareness week.	1												
Output 3 Strengthened local capacity to manage problem invasive plant species.													

3.1: Carry out trial island-wide annual whiteweed control campaigns, coordinated across all relevant sectors.	14												
3.2: Design and carry out trials for the cost-effective management of wild mango.	14												
3.3: Carry out targeted removal of African fountain grass in the upper Sandy Bay area.	14												
3.4: Design and carry out trials for the cost-effective management of pheasant tail fern.	14												
3.5: Design and carry out trials for the cost-effective management of creeping fuchsia.	14												
Output 4 Improved knowledge for invasive plant management strategies and tactics													
4.1: Review and refine the Weed Control Manual for managing nationally significant invasive plants	15												
4.2: Establish and implement best practice guidelines for minimising invasive plant spread	6												
4.3: Develop and implement best practice guidelines for the safe disposal and processing of invasive plants, contaminated material and green waste, through addressing requirements	5												
4.4: Share lessons learned across other SA UKOTs and the wider invasive plant management community.	19												
Output 5 Nationally significant invasive plants under innovative and cost-effective management													
5.1: Design and cost restoration initiatives in appropriate areas where major invasive plant management intervention recommended	4												
5.2: Mainstream invasive plant management actions into annual work plans.	4												
5.3: Coordinate landowners to carry to a trial of area-wide control of priority invasive plant species, using methods developed in Output 4 where appropriate.	10												
5.4: Long-term monitoring programme established for priority invasive plant species across key sectors, based on protocols developed in Activity 1.8.	3												

CERTIFICATION

On behalf of the Environment & Natural Resources Directorate, St Helena Government

I apply for a grant of £228,175 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 key project personnel and letters of support.
- I enclose the most recent 2 years of signed and audited/independently verified accounts.

Name (block capitals)	DEREK HENRY
Position in the organisation	Ag DIRECTOR

Signed



Date:

25 August 2016

If this section is incomplete the entire application will be rejected. You must provide a real (not typed) signature. You may include a pdf of the signature page for security reasons if you wish. Please write PDF in the signature section above if you do so.

Application Checklist for submission

	Check
Have you read the Guidance ?	✓
Have you read the current Terms and Conditions for this fund?	✓
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 i.e. 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 key project personnel?	✓
Have you included a letter of support from the applicant organisation, <u>main partner(s)</u> organisations and the relevant OT Government?	✓
Have you included a copy of the last 2 years' annual report and accounts for the lead organisation?	✓

Once you have answered the questions above, please submit the application, not later than midnight **2359 GMT Monday 29 August 2016** 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.