



Darwin Initiative Annual Report



Department
for Environment
Food & Rural Affairs

Important note: *To be completed with reference to the Reporting Guidance Notes for Project Leaders:*

it is expected that this report will be about 10 pages in length, excluding annexes

Submission Deadline: 30 April

Darwin Project Information

Project Reference	EIDPO043
Project Title	Participatory management and sustainable use of walnut-fruit forests in Kyrgyzstan
Host Country/ies	Kyrgyzstan
Contract Holder Institution	Fauna & Flora International
Partner institutions	NGO Bioresource (Bioresurs); NGO Juniper Forest Development Foundation; FFI Kyrgyzstan; Kyrgyz Agrarian University
Darwin Grant Value	£145,887
Start/end dates of project	1 st April 2013 - 31 st March 2015
Reporting period (eg Apr 2013 – Mar 2014) and number (eg Annual Report 1, 2, 3)	April 2013 – March 2014; Annual Report 1
Project Leader name	Liesje Birchenough
Project website	
Report author(s) and date	Liesje Birchenough, Kayirkul Shalpykov, Jarkyn Samanchina, Aibek Attokurov, Maksim Kulikov 30 th April 2014

1. Project Rationale

The key problem is unsustainable use of biological resources. The fruit and nut forests are of global biodiversity and genetic value, and are also crucial to the livelihood strategies of thousands of people. Current use of the forest is unsustainable, with particular challenges around grazing and firewood collection.

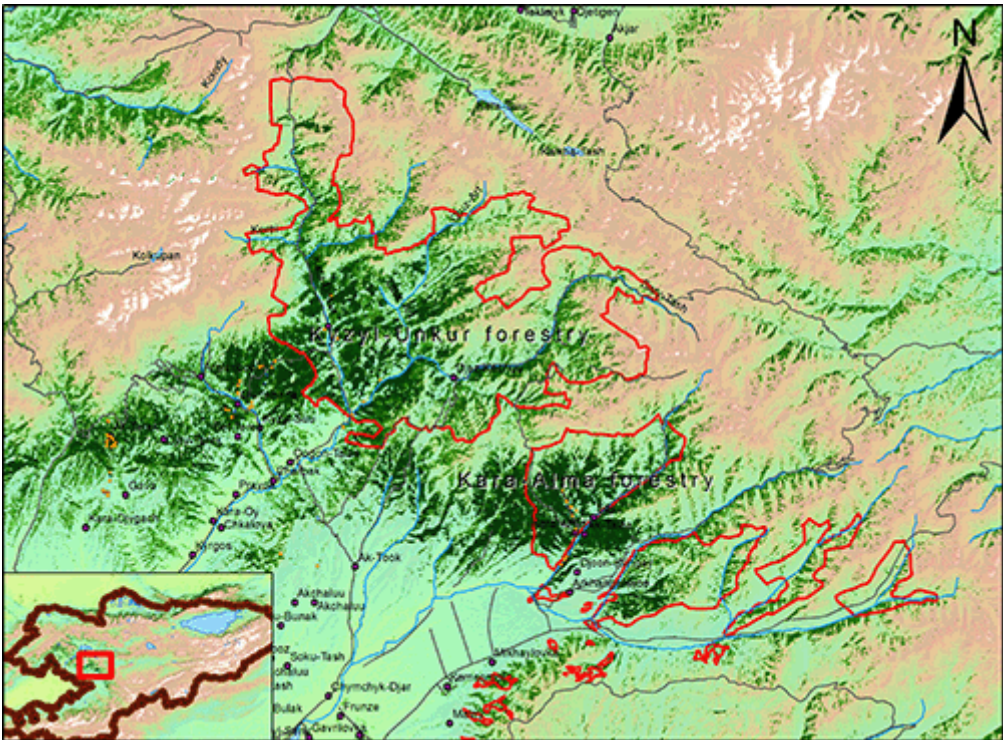
However in these remote areas there are few employment or income generation opportunities available, often meaning no alternative to heavy reliance on forest products. The uncontrolled use of natural resources is leading to serious environmental degradation which directly threatens the livelihoods of dependent families.

The forest service is not able to effectively manage the forests, due to inadequate skills and resources.

Civil society is generally not well developed, due to the Soviet legacy including top-down governance, resulting in a low level of participation in decision-making and community mobilisation.

These problems were identified during community meetings, and from discussions with foresters and other key stakeholders. Participatory workshops involving local women and men, forest service, village government and forestry specialists provided the basis for management plans developed under the Main project. The plans identify main challenges and opportunities for both the forest and local people, and this project will support stakeholders to address them.

The project is located in Kara Alma and Kyzyl Unkur forestry units within the fruit and nut forests of Jalal Abad region in Kyrgyzstan.



Map 1. Project sites of Kara Alma and Kyzyl Unkur forestry units.

2. Project Partnerships

The overall partnership between FFI UK, Bioresurs (previously referred to as ‘Bioresource’ in the Main project and Post project proposal), FFI Kyrgyzstan, JFDF and Dr Orozumbekov has been positive and collaborative. All partners have attended steering committee meetings and contributed to the overall project planning, and decisions on partner roles and responsibilities. In addition to the formal steering committee, FFI and the partners have met and communicated regularly to discuss activity implementation and any issues arising. Joint project site visits and field trips have taken place.

One challenge that arose during the year was the lack of time JFDF in particular were able to contribute to delivering the project activities. This has resulted in some of the fieldwork planned for summer of Year 1 being postponed to summer of Year 2 (under Output 1), but it is still expected that the project outputs can be satisfactorily delivered by project end. JFDF were also originally going to implement Activity 2.1 and 2.2 (wood lots) but when delays threatened timely delivery (important in a seasonal activity), it was jointly agreed that FFI Kyrgyzstan would take responsibility for this action working directly with the forestry units as local partners. This has the added benefit of more local level ownership of the activity.

3. Project Progress

3.1 Progress in carrying out project activities

Output 1: Sustainable grazing management plan developed for one forestry unit

The activities under Output 1 are being implemented by project partner JFDF at the project site of Kyzyl Unkur, with consultation and guidance from FFI.

Activity 1.1: Assessment of current grazing and pasture situation: field research, focal group discussions and key informant interviews

The preliminary assessment of pasture resources in the research area consists of three parts:

- Collection of information about Kyzyl Unkur, particularly livestock-related resources and issues;
- Preparation of maps;
- Baseline pasture assessment.

Baseline information about the location, local administrations, services, pasture use, infrastructure and population was collected including from representatives of Kyzyl Unkur village government and forestry unit who work with livestock and pastures. During field work in summer 2013, questionnaires (97 in total) were filled in by local pasture users to get general information for a database on pasture resources, arable lands, farms, livestock etc. A general description of pastures of Kyzyl Unkur area was composed based on the questionnaire data collected. This is the basis for local communities' pasture management needs assessment and subsequent planning.

The project team together with the local residents of Kyzyl Unkur has produced a map, reflecting the position of local communities' pastures. This map depicts the outer borders of Kyzyl Unkur's pastures, which were compared with maps in the district state registry office. Added to the map were the main internal borders of pasture plots, cattle routes and other pasture infrastructure. Some information on pasture condition and quality of the pasture plots surveyed (see below) with preliminary information on grazing pressure on pasture plots is included; this information will be expanded and updated after the additional field trips in spring-summer 2014. Pasture plots intended for other use were identified, for example plots planned for bee farms, collection of herbs, fruits and berries and other economic activities. The final version of the map, showing the pasture distribution and their main features with recommendations will be the basis for grazing use planning.

Field surveys focused on verification of the maps provided by the state registry office of Bazar-Korgon district, and in a number of places preliminary pasture assessment was conducted and baseline data collected to identify soil erosion problems, overgrazing and degradation (30 field survey forms were completed). This information is being used to identify areas which are less suitable for use as pastures, for example those on steep slopes, forest-covered, or prone to erosion. Further field surveys are planned for spring and summer 2014 to extend the area surveyed.

Two meetings were organized in Bazar-Korgon district administration, in October 2013 and March 2014, with representatives of the pasture committees of Kyzyl Unkur and district administration. A wide spectrum of issues was discussed, in particular the relations between pasture committees and Kyzyl Unkur forestry unit with regards to pasture use of state forest fund and state reserve lands; distribution and use of pasture use fees; border issues and infrastructure. Several thousand hectares of pasture are currently not used due to lack of bridges and absence of a road, leading to increased pressure on other available pastures. In addition, cattle numbers are said to be increasing, in part due to government loans.

Activity 1.2: Produce report with recommendations for improved and more sustainable management of grazing pressure, including location and stocking rates

Project partners JFDF will be producing the first draft of this report early in Year 2, which is a slight delay from the original timetable. The report will then be updated and refined following further stakeholder consultation and as more information becomes available from summer fieldwork.

Activity 1.3: Develop joint grazing management plan for local authority and forestry unit land using a participatory approach

This activity is scheduled for Year 2.

Output 2: Use of natural resources made more sustainable by providing alternatives (e.g. to firewood) or adding value (to non-timber forest products)

Activity 2.1: Agreement with local authority or forest service to provide land for wood lot in at least 2 villages, and through local steering group ensure maintenance and fair and transparent benefit sharing.

After exploring the options, and following discussions with local stakeholders, FFI staff reached an agreement with Kyzyl Unkur and Kara Alma forestry units to set up communal plots of fast-growing trees. The plots will be established and maintained by the local forest service for the benefit of and use by local community members for their firewood and other needs. The local steering group will be engaged in Year 2 in the development of long-term maintenance and use protocols.

Activity 2.2: Prepare plot, including fencing as necessary, plant trees, maintenance

The initial plots are ¼ hectare in size. In Kyzyl Unkur the plot has been identified, soil has been prepared for planting and saplings of black willow have been ordered. Poles, wires and other necessary materials for fencing the plot have been purchased. Forestry unit staff will plant the saplings in March - April 2014 and will provide after-care. In Kara Alma the forestry unit has submitted a proposal for the communal plot; they also plan to plant black willow and poplar for the community's firewood and construction purposes. The plot will be established in spring 2014.

Activity 2.3: Pilot demonstration of equipment, methods and marketing to add value to fruit harvested from the forest.

Project partner Bioesurs has been working on establishing a fruit and nut processing facility in Kara Alma community. Bioesurs project staff have held meetings with the local village government and the forestry service staff, and conducted discussions with local community members to identify needs in the type of processing equipment the community requires. Bioesurs staff have researched manufacturers producing the type of equipment needed, primarily walnut shelling, sorting and drying equipment, and, potentially, oil making equipment. The main producers of equipment have been found in Russia, China and Uzbekistan and Bioesurs is currently making an informed choice and will proceed to purchasing shortly (possibly end of May or early June).

With Kara-Alma community's help Bioesurs staff also identified a local community member who has a suitable land plot with an unfinished building, which will be used to house the fruit and nut processing facility. The arrangement was made with a private party as the village lacked suitable buildings, with the necessary high power electricity and water availability, which could be used for the demonstration facility. The partner identified by Bioesurs will be investing his own time and financial means to finish the construction of the building by June/July in time for the equipment to be installed before the harvest season in late summer/ autumn 2014. The owner of the site has already started working on the construction. A community based organization (jamaat) is being established to manage and run the facility; members include representatives of the local forest service, village government, school, the project's community coordinator, other active and respected members of the community, as well as the owner of the site where the facility is going to be established. Policies and regulations are being developed for the use of the facility by the wider community. A trip is planned in mid-May to hold a meeting with all interested parties and sign the agreement.

The project team (FFI and Bioesurs) are making links with buyers in the regional town of Jalal Abad and researching outlets for future products produced at the facility.

This activity is funded by match funding from the EU.

Output 3: Sustainable diversified income generating initiatives supported in 8 villages through provision of vocational and business training and small grants.

Activity 3.1: Workshops to announce scheme; discuss and identify issues and potential solutions; training in how to complete project proposal and budget

In May – June 2013, the project team conducted a series of small group discussions at both project sites to explore current livelihood strategies with local women and men and gather necessary further information about the communities. Participatory approaches were used to stimulate discussion on the following topics:

- Identification of natural resources available to community members;
- Access and control of resources (men, women and local authorities);
- Wellbeing ranking of local residents: including social characteristics, material status, livelihood strategies and engagement with policies and institutions;
- Ranking of preferred livelihoods/income generating activities;
- Analysis of stakeholders, and service providers, how they impact on resources and who impacts on them.

A total of 37 community members took part in the above discussions in Kyzyl Unkur and 44 in Kara Alma working in various small groups. In addition, in April - June the project undertook household surveys in Kara Alma and Kyzyl Unkur to better understand the socio-economic situation in the two communities, as well as the use of and pressure on the forest resources. In Kara Alma 47 households were surveyed and in Kyzyl Unkur 45 households were surveyed by the project livelihoods coordinator and the two community coordinators.

In July, FFI project staff conducted workshops in Kyzyl Unkur and Kara Alma exploring with the community the issues surrounding enhancing and diversifying sustainable livelihoods, with two main exercises:

- Identification of strengths, weaknesses, opportunities and obstacles
- Appreciation of strengths, dreaming (visioning), design and implementation of plans

The workshop aimed to help members in these communities to self-reflect and appreciate their strong points and how they could bring improvements into their lives. A total of 45 community members took part in the workshop in Kyzyl Unkur and 46 in Kara Alma.

In July FFI project staff conducted training on project and budget development, and proposal writing. The training focused on the opportunity to apply for project support for small enterprises. Community members had a chance to learn in detail about the application process, criteria for selection, budgeting and other related topics. The Kara Alma training was attended by 59 participants and the Kyzyl Unkur training by 70 participants. By providing this training and support, and encouraging participation of women and poorer people, the project team helped to make the initiative support programme more accessible to a wider group, not just the assertive and confident community members.

Following the workshops, a number of meetings were held in the various sub-villages at the project sites to discuss with small groups their ideas for potential enterprises. Members of the project team helped local women and men think through their plans, considering opportunities and potential obstacles. Discussions included aspects such as feasibility and environmental sustainability, the source of resources and inputs, potential markets and likely profit. Community members were encouraged to form initiative groups to take forwards their ideas, and to develop a detailed plan.

Activity 3.2: Initiatives for support selected through fair and transparent competition

Between August 2013 and January 2014 FFI conducted a competitive application process for initiatives to be supported with start-up funds and resources. Initiatives had to be put forward by 'jamaats' – community groups of at least three people, not from the same household. Particular care was taken to encourage and support poorer and more marginalised people to apply. Applications were reviewed and assessed by FFI and Bioresurs staff, and selected based on a set of criteria, again with special consideration given to initiative groups consisting of poorer, less well-connected, people.

In Kyzyl-Unkur a total of 36 applications were received. Out of these 17 applications were approved. The initiative ideas are very diverse and range from beekeeping to bakeries, sewing, tourism, fence net making and chickens. In Kara Alma a total of 74 applications were received

of which 22 applications were selected for support using match funding from the EU to provide start-up equipment and material resources.

There was an issue, previously reported to the Darwin secretariat, of the project community coordinator manipulating the small grants' application and selection in Kyzyl Unkur, unfortunately compromising the fairness and transparency of the process. Once this was discovered, the process was started afresh to ensure the opportunity to apply and be selected for support was open to the whole community. This has resulted in a delay in selecting the initiatives and disbursing the grants, although all will have their funds by spring 2014.

Activity 3.3: Training provided in business skills, and vocational and marketing skills as identified as necessary

In July project staff conducted a community level workshop to identify what specific livelihood skills local people felt they lacked and needed training in. The Kara Alma workshop had 46 participants and the Kyzyl Unkur workshop had 45 participants. A series of participatory exercises were used identify 10 priority training topics for each community. The delivery of training in the topics is shared with the project partner Bioresurs. Topics requested and prioritised by the community include: beekeeping, gardening, tourism, fruit processing, sewing and small business development.

The following training has been provided in Year 1:

Training Topic	Date	Village	Number of Participants		
			Male	Female	Total
Medicinal plants	26.07.2013	Kyzyl Unkur	16	17	33
Fruit processing	27.07.2013	Kyzyl Unkur	2	23	25
Fruit processing	29.07.2013	Kara Alma	19	29	48
Tree nursery	30.07.2013	Kara Alma	11	17	28
Community-based tourism	20.08.2013	Kara Alma	6	20	26
Community-based tourism	21.08.2013	Kyzyl Unkur	4	21	25
Gardening	05.11.2013	Kara Alma	11	18	29
Beekeeping	06.11.2013	Kara Alma	16	12	28
Beekeeping	08.11.2013	Kyzyl Unkur	14	21	35
Sewing skills & product marketing	19.03.2014	Kara Alma	0	19	19
Sewing skills & product marketing	21.03.2014	Kyzyl Unkur	0	25	25
Baking skills & bakery business basics	27.03.2014	Kara Alma	0	24	24
Baking skills & bakery business basics	29.03.2014	Kyzyl Unkur	0	19	19

Feedback on the training has been very positive, with participants reporting they learnt useful new skills, gained ideas and requesting further similar events. The training was delivered by practical specialists, for example the tourism trainer was from the Community Based Tourism (CBT) Association, with ten years' experience, and the baking trainer was the chief technologist of Jalal-Abad confectionary company. As appropriate, practical demonstrations and hands-on practice was included, for example the sewing trainees made national-style blankets (which are traditionally part of a woman's dowry and hence have a local market).

In Year 2 further practical vocational training will be provided, but in addition the project will also be providing more training in business and marketing.

Activity 3.4: Provision of seed funding under micro-finance scheme; mentoring recipients; monitoring progress

In Kyzyl Unkur, eleven groups received their small grants in March including bakeries, sewing workshops, raspberry garden and sports club; the remaining six will receive theirs in April 2014. In Kara Alma, six initiatives that were not season-bound received their resources in November 2013: 3 sewing shops, a music/singing group, a bakery and a hairdresser's salon. The remaining 16 received their material resources in March-April 2014: nurseries of fast growing trees, fruit trees and raspberry, jam making, fish growing, fruit drying and beekeeping.

FPI's sustainable livelihoods coordinator, and the community coordinators, will be providing guidance and advice throughout the coming year. The project manager will be monitoring the progress of the initiatives on regular visits to the project sites.

Activity 3.5: Participatory evaluation of success and achievements including change in household income or security

This activity is planned for the end of the project.

In parallel with the small grant and resources disbursement, the community coordinators are conducting semi-structured interviews with the recipients to provide a 'pre-support' baseline against which to measure change in household income, security or other aspect of their livelihoods.

Output 4: Capacity of two local forest service teams to protect and restore forest enhanced through targeted training and resource provision.

Activity 4.1: Training and resource needs assessment (TRNA) undertaken with Kyzyl Unkur and Kara Alma forestry units resulting in prioritised action plans

In July 2013, the project coordinator facilitated training and resource needs assessment (TRNA) workshops with each forestry unit. The TRNA was intended to discover gaps in the forestry units' capacity to fulfill their main objectives, due to lack of staff skills, resources or equipment. The assessment was undertaken in a workshop with involvement of as many staff members as possible. To ensure that the needs identified are directly related to the main activity of the forestry unit the staff was taken through a process of describing the forestry unit structure and the main objectives and activities of each department. Then obstacles, preventing the staff from reaching each objective, were identified with subsequent identification of skill or technical means which could help to eliminate those obstacles or substantially improve the staff performance. Then training and technical equipment, and other items that had not come up from the process, were proposed by the staff and prioritized to high, moderate and low priorities.

The TRNA reports are available.

Activity 4.2: Training seminars for local foresters in identified topics (e.g. forest legislation, collaborative forest management, pests & diseases) given by national experts from partner organisations

On 16 November training on forestry legislation was carried out in the office of Kyzyl Unkur local forestry unit. It was conducted by a lawyer, who was working in the State Agency on Environment Protection and Forestry, Kuttubek Ryskulov. The staff was mostly represented by the management, but some rangers were also present, with a total of 16 participants. The trainer covered topics, which are crucial for everyday work of the forestry unit, such as forestry legislation in Kyrgyzstan; forest violations, penalties and fines; and completing a violations protocol and prosecution. After the lecture there was a question and answer session which the participants found very useful as they were able to get advice on a current trial and lawsuit.

On 18 November computer training was carried out in the office of Kara Alma local forestry unit. It was conducted by the project coordinator, Maksim Kulikov. The staff of the forestry unit was fully represented by management, office workers and rangers, with a total of 13 participants. The topics covered included: working in Windows 7; editing documents in Word; managing and calculating data in Excel spreadsheets; basic computer maintenance and security with antiviruses; and connecting GPS to a computer, data download and basic processing.

After the lecture there was a question and answer session. Most of the questions were concerning Excel – using formulas and downloading data from a GPS to an Excel spreadsheet. The forestry unit is currently conducting an inventory and mapping of the forest lease plots with GPS and were having some practical problems with the spreadsheets and digital mapping which the trainer was able to show them how to solve.

Activity 4.3: Priority resources provided, within scope of project, e.g. tree nurseries; fire-fighting equipment etc.

In March 2014, the project purchased a computer and five saddles with harness and horse shoes for each forestry unit. Computers were requested by the forestry units during the TRNA and given the highest priority among office equipment as they are needed for data storage and processing. Saddles with harness and horse shoes were given the highest priority among all the field equipment as horses are the main transport means for rangers and they are not able to fulfil their duties on patrolling and forest management without being able to actually get to the forest and move around.

In addition, the tree nursery at Kyzyl Unkur was supported with matched funding to enable necessary fencing and irrigation to be installed.

Output 5: Climate adaptation measures integrated into project plans and activities to increase resilience of forest ecosystem and local communities.

Activity 5.1: Extract appropriate actions from FFI's climate adaptation plan for Kyrgyz fruit and nut forest; conduct workshop with stakeholders to discuss and check relevance and applicability to project site

The climate adaptation plan is not yet finalised but a workshop was held with project stakeholders in June, focused on the project site of Kyzyl Unkur. There were ten workshop participants, including FFI staff and partner representatives from NGOs, National Academy of Science, and the local community. The group was reminded of the climate adaptation planning process and some key climate concepts, before reviewing the previously identified threats and vulnerabilities for key species, habitats, agriculture and livelihoods, and the situation analysis for the site. Following an overview of climate predictions for Kyrgyzstan, the group identified the likely climate impacts at the site, and how these would affect biodiversity, ecosystems, and local people's activities. On the second day, possible adaptation responses for the forest ecosystem and local communities were identified, evaluated and prioritised.

Activity 5.2: Community level awareness seminars

These seminars did not take place as planned in Year 1; they will now be conducted in summer 2014.

Activity 5.3: Ensure project plans and activities are appropriate in context of predicted climate changes; take forward specific adaptation measures if identified

Consideration has been given to the appropriateness of project activities in the context of likely climate impacts at the sites, but adaptation measures have not yet been fully integrated into current and future plans.

Staff time spent on these activities is covered by Darwin project funding; the costs of the workshops were paid by match funding.

3.2 Progress towards project outputs

Output 1: Sustainable grazing management plan developed for one forestry unit

Progress has been made towards this project output, but slower than originally planned due to a delay in implementing some of the fieldwork by the project partner JFDF. The indicator of an assessment study report by the end of Year 1 has not yet been achieved, although a lot of the necessary information has been collected, and is now planned by the end of quarter 2, Year 2.

However, it is still expected that the project will deliver the outputs and associated indicators by its close.

Output 2: Use of natural resources made more sustainable by providing alternatives (e.g. to firewood) or adding value (to non-timber forest products)

Positive steps have been made towards achieving this project output. Woodlots of fast growing trees for community use have been established in two villages (Indicator 1) with the trees to be planted in spring 2014. Agreements have been signed with the local forest service (documents available). Plans for the forest product processing unit (Indicator 2) are well underway, with the facility to be open by late summer 2014. A community-based organisation has been set up to oversee and manage the processing unit, to ensure facility is sustainable and accessible to all interested community members.

Output 3: Sustainable diversified income generating initiatives supported in 8 villages through provision of vocational and business training and small grants

Good progress has been made towards this project output.

Sixteen participatory meetings or discussion workshops have been held (Indicator 1), eight within each project community, supplemented by a number of smaller more informal group meetings run by the local community coordinators. Local women and men were facilitated to explore their current livelihoods, resources, opportunities and constraints, and identify ways to develop and enhance livelihoods sustainably. Meeting notes and participant lists are available, and a collated report is being produced.

Seventeen sustainable livelihoods projects have been selected for support in villages in Kyzyl Unkur (Indicator 2); 16 of which are income-generating initiatives such as beekeeping, small-scale agriculture, and small business enterprises including bakeries, sewing workshops, and metal fence net production. The final project is to support the village culture club. Eleven of the community-based organisations have received their small grants in Year 1 (with the remaining grants to be disbursed in April 2014). Available evidence at this stage includes the initiative application forms and the signed small grant agreements. A further 22 initiatives are being supported with start-up material resources in the villages in Kara Alma with matched funding.

Following the participatory identification of training topics, 13 training events have been delivered on 8 different topics involving 364 participants (Indicator 3). Women and men have increased their skills in practical livelihood activities such as sewing, gardening, baking, beekeeping, fruit processing, tree nursery, medicinal plants and community-based tourism. Training materials, participant lists and feedback are available. Further training is planned for Year 2, including in business and marketing skills.

Output 4: Capacity of two local forest service teams to protect and restore forest enhanced through targeted training and resource provision

Significant steps have been made towards achieving this project output. A training and resource needs assessment was conducted with each forestry team and reports with prioritised plan produced based on the workshop outputs (Indicator 1). Two training sessions have been delivered to meet identified skills gaps: 16 forestry staff at Kyzyl Unkur have increased their knowledge in forest legislation and 13 forestry staff at Kara Alma have increased computer skills (Indicator 2). This enhanced capacity proved immediately useful with the task of inventorying and mapping the lease plots in the forest, solving problems the team had with downloading data from GPS to computer and eliminating the need to travel to another forestry unit to get this done. Priority resources have been provided to the forest service, equipping the team to better protect the forest (Indicator 3). Capacity for forest restoration has been increased with support to the forest nursery using matched funding.

Output 5: Climate adaptation measures integrated into project plans and activities to increase resilience of forest ecosystem and local communities

Progress has been made towards this output, but slower than originally planned, with the project team focused more on other project outputs and activities in the first year. It is still expected that the project will deliver the output and associated indicators by its close. Locally appropriate adaptation responses to likely climate impacts have been identified through a participatory process, with a focus on Kyzyl Unkur (Indicator 1).

Output level assumptions

These assumptions remain true. Local stakeholders have been very willing to engage in project activities, with good attendance and active participation in workshops, training and other activities (Assumption 1). Assumptions 2 and 4 have been met with suitable land found for the woodlots and match funding secured for the pilot processing unit. So far, the project has not been affected by staff turnover within the forest service (Assumption 3).

3.3 Progress towards the project Purpose/Outcome

Purpose/Outcome: Local stakeholders will be supported to implement the participatory management plans developed under the Main project, taking forward practical collaborative actions to deliver conservation, promote sustainable use, diversify and develop sustainable livelihoods, thus contributing towards reducing poverty.

Good progress is being made towards achieving the project outcome by the end of the grant period. Local partners and stakeholders are being facilitated and supported to implement the planned collaborative activities towards achieving the indicators. The outcome level assumptions are still valid and, in fact, government policy has moved further in favour of collaborative forest management approaches.

Whilst the project is on course to achieve the outcome, one area that needs more attention in Year 2 is promoting greater local ownership of the activities (Indicator 1). The local steering groups have been set up but the project team needs to involve the groups more in guiding, coordinating and monitoring project activities. This has been recognised and will be improved in Year 2.

3.4 Goal/ Impact: achievement of positive impact on biodiversity and poverty alleviation

Goal/ Impact: The globally important fruit and nut forests of Kyzyl Unkur and Kara Alma, and associated biodiversity and ecosystem services, are effectively conserved through collaborative management and sustainable use, whilst local women and men are empowered to diversify and develop sustainable livelihoods, thus reducing their vulnerability to the impacts of climate change and contributing to poverty reduction.

The project is contributing towards this higher goal, although the impact will be clearer at the end of Year 2. Collaborative and sustainable management and use are being promoted through increased capacity of the forest service, participatory development of a grazing plan, establishment of community woodlots, and adding value to sustainably harvested forest products.

Local women and men have been facilitated and supported to explore sustainable livelihood opportunities, gain new knowledge and skills, and develop small income generating enterprises. This will contribute towards poverty alleviation and enhanced livelihood outcomes (increased self-confidence and belief, greater community cohesion, improved status of women) in the project communities.

4. Project support to the Conventions (CBD, CMS and/or CITES)

The project focuses on sustainable use of biodiversity, one of three main CBD objectives. The project aims to implement the ecosystem approach by supporting implementation of forest

management strategies that promote conservation and sustainable use in an equitable way. The integral role of humans in these ecosystems is addressed through the development and use of participatory management approaches, with the active involvement of local communities. The project addresses key elements of the Strategic Plan 2011-2020 from each of the five Strategic Goals: Goal A (Aichi Targets 1 & 4); Goal B (5 & 7); Goal C (12 & 13); Goal D (14 & 15); Goal E (18). This project will contribute to Kyrgyzstan's efforts to achieving key CBD Articles 6, 7, 8, 10, 12, 13, 17 and 18. Within the Expanded Programme of Work on Forest Biological Diversity, this project will address Programme Element 1; Goals 1.1 – 1.4: Element 2: Goals 2.1 - 2.3.

5. Project support to poverty alleviation

The project is working towards poverty alleviation through the promotion of sustainable livelihoods. So far, in Year 1, local women and men have increased their skills and capacities in practical livelihood activities (over 350 training participants) and 17 community groups have been supported to develop new or enhanced livelihood initiatives (with an additional 22 initiatives supported with match funding). The direct beneficiaries are the families of those engaged in these 39 initiatives, a minimum of 117 households, who will have increased income generating opportunities. Additionally, women will be empowered through leading and being involved in the initiatives, gaining confidence and standing within their communities.

In addition, wider community members will benefit from access to the services and products these new enterprises provide (baked goods, fence netting, windows, haircuts, clothes, traditional sewn goods, fish, sports club etc.). Previously obtaining many of these goods involved a time-consuming and costly trip to the district or regional town.

6. Monitoring, evaluation and lessons

As this is the first year of the project, monitoring has primarily focused on delivery of activities and outputs with both quantitative and qualitative measures. For example for workshops and training, numbers of participants (women and men) and feedback by trainees has been collected, and training reports produced. It is also planned to follow-up a random selection of trainees (forest service and community) after six months with an interview questionnaire to evaluate how useful the knowledge and skills have been to them and whether they have used it in practice.

Partners have provided reports on their activities and achievements. A steering committee meeting held at the end of Year 1 discussed the progress and challenges faced during implementation and adapted the approach for the next year accordingly.

In order to demonstrate the project's contribution to improving livelihoods and poverty reduction, every recipient of initiative support is completing a pre and post support household questionnaire. At the end of the project there will also be a participatory impact assessment workshop.

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

N/A

8. Other comments on progress not covered elsewhere

The two main difficulties faced during the year have been discussed elsewhere in the report (Sections 2 and 3.1, Activity 3.2).

9. Sustainability

The profile of the project, and FFI's work towards conservation and sustainable use of the fruit and nut forest, is being increasingly recognised. FFI Kyrgyzstan staff have attended a number

of meetings during the year and promoted the project activities and achievements. For example, in January 2014, there was a meeting of forest sector actors held at the World Bank country office with the State Agency on Environmental Protection and Forestry represented by its top managerial staff: the director, deputy director and heads of departments. The project coordinator, Maksim Kulikov, briefly presented FFI's accomplishments for the last year (surveys, small grants, nurseries, climate adaptations efforts, trainings, tree monitoring strategy), and about plans for the year 2014. In the final speech the State Agency Director explicitly mentioned and thanked FFI for their efforts, and asked everybody to collaborate more closely.

The project is part of a progressive approach to empower and support local stakeholders, including the forest service and local women and men, to take collaborative actions towards conservation of their environment, development, and sustainable use of natural resources. Certain activities are discrete, and will be completed within the project life-time, such as the increase of knowledge and practical skills of local people and the forest service leading to improved capacity and effectiveness. Other activities are sustainable, and will continue to secure benefits after the project, such as community wood lots and sustainable development initiatives. From FFI's past experience in Kyrgyzstan, enterprises set up under the small grants programme continue to function well beyond the life of the project. In addition the empowerment of local women and men will have a long-lasting beneficial effect.

The project will facilitate closer and more collaborative working between the forest service, community, and village government. This groundwork will lead to improved relationships and a basis for cooperation able to continue into the future.

10. Darwin Identity

The Darwin Initiative support has been acknowledged at all formal meetings and training events. The logo appears on project reports and will appear on planned project promotion and information materials (newsletter and leaflets, currently in draft). The Darwin Initiative logo is also displayed alongside the EU logo on a plaque at community information and resource centres, established with match funding.

The Darwin Initiative support is recognised as a project with a clear identity, particularly for the conservation activities and outputs. However, the development and livelihoods components are being delivered in conjunction with an EU project, so in this area the Darwin support forms part of a larger programme.

11. Project Expenditure

Table 1 project expenditure during the reporting period (1 April 2013 – 31 March 2014)

Project spend since last annual report	2013/14 Grant (£)	2013/14 Total actual Darwin Costs (£)	Variance %	Comments (please explain significant variances)
Staff costs (see below)				
<i>Project leader, FFI UK</i>				
<i>Management & technical oversight</i>				
<i>Administrative & financial support</i>				
<i>Project manager, Bioresurs</i>				
<i>Project assistant, Bioresurs</i>				This post has only been working 33% of time on the project (original budget was for 50%).
<i>Accountant, Bioresurs</i>				
<i>Project manager, FFI Kyrgyzstan</i>				

<i>Project coordinator, FFI Kyrgyzstan</i>				This post has spent more time than planned in Year 1 on the project. If necessary this will be corrected against Year 2.
<i>Accountant, FFI Kyrgyzstan</i>				
<i>Technical advisor, KNAU</i>				This payment was not made in Year 1; it will occur in Year 2 accounts.
<i>Technical advisor, JFDF</i>				
<i>Project manager, JFDF</i>				
<i>Forest specialist, JFDF</i>				
<i>Community coordinators</i>				
<i>Forest service focal points</i>				No payment was made to forestry focal points in Year 1; alternative use of these funds to support the forest service will be discussed with Darwin.
Consultancy costs				Spending on the grazing assessment and plan was slower than anticipated.
Overhead Costs				
Travel and subsistence				This expenditure figure includes some funds transferred to partners but not actually spent in Year 1 and the expenditure will balance out in Year 2.
Operating Costs				This expenditure figure includes some funds transferred to partners but not actually spent in Year 1 and the expenditure will balance out in Year 2.
Capital items (see below)				
Others (see below)				
<i>Micro finance (small grants)</i>				
<i>Wood lots (fencing and saplings)</i>				Funds budgeted for this activity in Year 2 were spent in Year 1 to allow preparation of the plots before spring planting.
<i>Equipment for forest service</i>				Remaining funds will be added to Year 2 funds to purchase additional equipment.
TOTAL	72,126	72,113.08	0	

Notes:

- Agreed changes to the budget highlighted in yellow
- The actual costs figures may alter slightly in subsequent financial reports as they include funds transferred to partner organisations but not yet fully spent – actual expenditure may differ slightly from estimated amounts in the transfer.

12. OPTIONAL: Outstanding achievements of your project during the reporting period (300-400 words maximum). This section may be used for publicity purposes

I agree for the Darwin Secretariat to publish the content of this section (please leave this line in to indicate your agreement to use any material you provide here)

Annex 1: Report of progress and achievements against Logical Framework for Financial Year 2013-2014

Project summary	Measurable Indicators	Progress and Achievements April 2013 - March 2014	Actions required/planned for next period
<p>Goal/Impact</p> <p>The globally important fruit and nut forests of Kyzyl Unkur and Kara Alma, and associated biodiversity and ecosystem services, are effectively conserved through collaborative management and sustainable use, whilst local women and men are empowered to diversify and develop sustainable livelihoods, thus reducing their vulnerability to the impacts of climate change and contributing to poverty reduction.</p>		<p>Collaborative and sustainable management and use are being promoted through increased capacity of the forest service, participatory development of a grazing plan, establishment of community woodlots, and adding value to sustainably harvested forest products.</p>	
<p>Purpose/Outcome</p> <p>Local stakeholders will be supported to implement the participatory management plans developed under the Main project, taking forward practical collaborative actions to deliver conservation, promote sustainable use, diversify and develop sustainable livelihoods, thus contributing towards reducing poverty.</p>	<ol style="list-style-type: none"> 1. Local ownership of project activities through active steering groups at both project sites facilitating collaboration between community and forest service by Year 1. 2. Increased sustainability of forest resource use through at least two actions e.g. wood lots of fast growing trees; grazing management plan by Year 2. 3. Capacity of two local forest service teams to effectively manage forest increased through training and resources. 4. Sustainable diversified and improved livelihood opportunities available in Kyzyl Unkur and Kara Alma, resulting in 80% of small grant participants reporting at least a 30% increase in household income as a result of the small grants programme by end of Year 2. 	<p>Good progress is being made towards achieving the project outcome by the end of the grant period. Local partners and stakeholders are being facilitated and supported to implement the planned collaborative activities towards achieving the indicators.</p> <ol style="list-style-type: none"> 1. Steering groups are established. 2. Agreement concluded and preparation of wood lots underway. Grazing assessment in progress. 3. Capacity of Kara Alma and Kyzyl Unkur forestry service teams increased with enhanced knowledge/ skills and priority equipment. 4. 39 livelihood initiatives supported (22 with match funding); baseline survey of households in progress in parallel with disbursement. <p>The outcome level assumptions are still valid and, in fact, government policy has moved further in favour of collaborative forest management approaches.</p>	<ul style="list-style-type: none"> • Increased engagement with local steering group to foster local ownership of project activities • Complete grazing and pasture assessment and produce grazing management plan • Support and mentor forest service to use new skills and equipment to improve forest management • Mentor and monitor project supported livelihood initiatives; conduct participatory impact assessment with community

<p>Output 1</p> <p>Sustainable grazing management plan developed for one forestry unit.</p>	<p>Assessment study report produced by Year 1 detailing current situation of pastures and grazing.</p> <p>Joint grazing plan produced for forestry unit and local authority lands by Year 2.</p>	<p>Progress has been made towards this project output, but slower than originally planned due to a delay in implementing some of the fieldwork. The indicator of an assessment study report by the end of Year 1 has not yet been achieved, although a lot of the necessary information has been collected, and is now planned by the end of quarter 2, Year 2.</p>
<p>Activity 1.1</p> <p>Assessment of current grazing and pasture situation: field research, focal group discussions and key informant interviews</p>		<p>Information has been collected from interviews, group discussions and field research. Further field work to be carried out in spring – summer 2014.</p>
<p>Activity 1.2</p> <p>Produce report with recommendations for improved and more sustainable management of grazing pressure, including location and stocking rates</p>		<p>Report not yet produced, although relevant maps are in progress. Report to be produced by end of Q2, Year 2.</p>
<p>Activity 1.3</p> <p>Develop joint grazing management plan for local authority and forestry unit land using a participatory approach</p>		<p>Year 2 activity.</p>
<p>Output 2</p> <p>Use of natural resources made more sustainable by providing alternatives (e.g. to firewood) or adding value (to non-timber forest products).</p>	<p>Wood lots of fast growing trees established in at least 2 pilot villages as alternative to firewood and timber from the forest.</p> <p>Small processing unit for forest products (e.g. fruit) set up in one village as pilot and demonstration by Year 2.</p>	<p>Positive steps have been made towards achieving this project output.</p> <p>Woodlots of fast growing trees for community use have been established in two villages with the trees to be planted in spring 2014.</p> <p>Plans for the forest product processing unit are well underway, with the facility to be open by late summer 2014.</p>
<p>Activity 2.1</p> <p>Agreement with local authority or forest service to provide land for wood lot in at least 2 villages, and through local steering group ensure maintenance and fair and transparent benefit sharing</p>		<p>Agreements have been signed with the local forest service to provide land for, establish and maintain wood lots for community use. In Year 2 the local steering group will be engaged to ensure fair and transparent protocol for community use.</p>
<p>Activity 2.2</p> <p>Prepare plot, including fencing as necessary, plant trees, maintenance</p>		<p>Plots have been prepared. Seedlings will be planted in spring 2014.</p>
<p>Activity 2.3</p> <p>Pilot demonstration of equipment, methods and marketing to add value to fruit harvested from the forest</p>		<p>Planning and preparatory actions for the fruit/ nut processing unit are underway. A community-based organisation has been set up to oversee and manage the processing unit, to ensure facility is sustainable and accessible to all interested community members. In Year 2, the equipment will be purchased and methods of adding value through processing and packaging will be demonstrated and available to the community.</p>
<p>Output 3</p> <p>Sustainable diversified income</p>	<p>Four participatory village meetings held</p>	<p>Good progress has been made towards this project output.</p> <p>Sixteen participatory meetings or discussion workshops have been held, plus a</p>

<p>generating initiatives supported in 8 villages through provision of vocational and business training and small grants.</p>	<p>in Year 1 to discuss opportunities and constraints within current livelihood strategies and identify ways to develop livelihoods sustainably.</p> <p>At least 16 small income-generation or sustainable livelihood projects supported by Year 2.</p> <p>120 women and men trained in business, marketing or vocational skills by Year 2.</p>	<p>number of smaller more informal group meetings. Local women and men were facilitated to explore their current livelihoods, resources, opportunities and constraints, and identify ways to develop and enhance livelihoods sustainably.</p> <p>17 sustainable livelihoods projects are being supported with Darwin funds (11 received their grants in Year 1); a further 22 initiatives are being supported with matched funding.</p> <p>13 training events have been delivered on 8 different topics involving 364 participants.</p>
<p>Activity 3.1</p> <p>Workshops to announce scheme; discuss and identify issues and potential solutions; training in how to complete project proposal and budget</p>	<p>Workshops and training conducted as planned.</p>	
<p>Activity 3.2</p> <p>Initiatives for support selected through fair and transparent competition</p>	<p>Initiatives selected for support.</p>	
<p>Activity 3.3</p> <p>Training provided in business skills, and vocational and marketing skills as identified as necessary</p>	<p>Community workshops conducted to identify with beneficiaries topics of training. Training provided in vocational and technical livelihood skills (13 training events).</p> <p>In Year 2 further training will be delivered, including in business and marketing.</p>	
<p>Activity 3.4</p> <p>Provision of seed funding under micro-finance scheme; mentoring recipients; monitoring progress</p>	<p>Seed funding provided to 11 initiatives in Year 1.</p> <p>In Year 2, remaining grants will be disbursed; and project team will mentor the initiative groups, monitor progress and offer guidance and advice where necessary.</p>	
<p>Activity 3.5</p> <p>Participatory evaluation of success and achievements including change in household income or security</p>	<p>Year 2 activity.</p>	
<p>Output 4</p> <p>Capacity of two local forest service teams to protect and restore forest enhanced through targeted training and resource provision.</p>	<p>Prioritised training and resource needs assessment (TRNA) produced for two forestry units in Year 1.</p> <p>Four training sessions delivered to increase knowledge of 40 forestry and local government staff in forest conservation and management by Year 2.</p> <p>Priority resources provided (as identified in needs assessment) e.g.</p>	<p>Significant steps have been made towards achieving this project output.</p> <p>A training and resource needs assessment was conducted with each forestry team and reports with prioritised plan produced based on the workshop outputs.</p> <p>Two training sessions have been delivered to meet identified skills gaps: 16 forestry staff at Kyzyl Unkur have increased their knowledge in forest legislation and 13 forestry staff at Kara Alma have increased computer skills.</p> <p>Priority resources have been provided to the forest service, equipping the team to better protect the forest. Capacity for forest restoration has been increased with</p>

	support to forest nursery.	support to the forest nursery using matched funding.
Activity 4.1 Training and resource needs assessment (TRNA) undertaken with Kyzyl Unkur and Kara Alma forestry units resulting in prioritised action plans		Training and resource needs assessment undertaken in participatory workshops with Kyzyl Unkur and Kara Alma forestry units. Prioritised action plans produced.
Activity 4.2 Training seminars for local foresters in identified topics (e.g. forest legislation, collaborative forest management, pests & diseases) given by national experts from partner organisations		Two training sessions have been delivered to meet identified skills gaps. In Year 2, two further training seminars will be conducted by national experts.
Activity 4.3 Priority resources provided, within scope of project, e.g. tree nurseries; fire-fighting equipment etc.		A computer and five saddles with harness and horse shoes were purchased by the project for each forestry unit, to meet high priority needs. In Year 2, additional priority equipment will be provided. Tree nurseries will be supported using match funding.
Output 5 Climate adaptation measures integrated into project plans and activities to increase resilience of forest ecosystem and local communities.	Locally appropriate responses to predicted climate impacts identified for both sites through a participatory process by Year 1. Adaptation measures integrated into management plans at two sites by Year 2.	Progress has been made towards this output, but slower than originally planned. It is still expected that the project will deliver the output and associated indicators by its close. Locally appropriate adaptation responses to likely climate impacts have been identified through a participatory process, with a focus on Kyzyl Unkur.
Activity 5.1 Extract appropriate actions from FFI's climate adaptation plan for Kyrgyz fruit and nut forest; conduct workshop with stakeholders to discuss and check relevance and applicability to project site		Workshop conducted with project stakeholders, focused on the project site of Kyzyl Unkur. The group identified the likely climate impacts at the site, and how these would affect biodiversity, ecosystems, and local people's activities. Potential adaptation responses for the forest ecosystem and local communities were identified, evaluated and prioritised.
Activity 5.2 Community level awareness seminars		These seminars did not take place as planned in Year 1; they will now be conducted in Year 2.
Activity 5.3 Ensure project plans and activities are appropriate in context of predicted climate changes; take forward specific adaptation measures if identified		Consideration has been given to the appropriateness of project activities in the context of likely climate impacts at the sites. In Year 2 adaptation measures will be integrated into current and future plans, and adaptation measures implemented if feasible.

Annex 2: Project's full current logframe

Project summary	Measurable Indicators	Means of verification	Important Assumptions
<p>Goal/Impact</p> <p>The globally important fruit and nut forests of Kyzyl Unkur and Kara Alma, and associated biodiversity and ecosystem services, are effectively conserved through collaborative management and sustainable use, whilst local women and men are empowered to diversify and develop sustainable livelihoods, thus reducing their vulnerability to the impacts of climate change and contributing to poverty reduction.</p>			
<p>Purpose/Outcome</p> <p>Local stakeholders will be supported to implement the participatory management plans developed under the Main project, taking forward practical collaborative actions to deliver conservation, promote sustainable use, diversify and develop sustainable livelihoods, thus contributing towards reducing poverty.</p>	<ol style="list-style-type: none"> 1. Local ownership of project activities through active steering groups at both project sites facilitating collaboration between community and forest service by Year 1. 2. Increased sustainability of forest resource use through at least two actions e.g. wood lots of fast growing trees; grazing management plan by Year 2. 3. Capacity of two local forest service teams to effectively manage forest increased through training and resources. 4. Sustainable diversified and improved livelihood opportunities available in Kyzyl Unkur and Kara Alma, resulting in 80% of small grant participants reporting at least a 30% increase in household income as a result of the small grants programme by end of Year 2. 	<ol style="list-style-type: none"> 1. Steering group terms of reference; list of members; minutes of meetings including decisions taken 2. Reports, photographs, grazing plan 3. Training reports, participants' evaluation, resource handover documents 4. Demonstration seminars, small grant monitoring reports 	<p>National forest policy and practice continues to promote collaborative or joint forest management.</p> <p>Target communities and local forest service remain open to collaborating with each other and the project.</p> <p>Kyrgyzstan remains politically stable during implementation.</p>
<p>Output 1</p> <p>Sustainable grazing management plan developed for one forestry unit.</p>	<p>Assessment study report produced by Year 1 detailing current situation of pastures and grazing.</p> <p>Joint grazing plan produced for forestry unit and local authority lands by Year 2.</p>	<p>Survey, report</p> <p>Meeting notes, plan document</p>	

<p>Activity 1.1</p> <p>Assessment of current grazing and pasture situation: field research, focal group discussions and key informant interviews</p>			<p>Local stakeholders remain willing to engage with project activities</p> <p>Land can be found for village wood lots</p> <p>Staff turnover within forest service is manageable</p> <p>Additional funds can be sourced for the pilot processing unit</p>
<p>Activity 1.2</p> <p>Produce report with recommendations for improved and more sustainable management of grazing pressure, including location and stocking rates</p>			
<p>Activity 1.3</p> <p>Develop joint grazing management plan for local authority and forestry unit land using a participatory approach</p>			
<p>Output 2</p> <p>Use of natural resources made more sustainable by providing alternatives (e.g. to firewood) or adding value (to non-timber forest products).</p>	<p>Wood lots of fast growing trees established in at least 2 pilot villages as alternative to firewood and timber from the forest.</p> <p>Small processing unit for forest products (e.g. fruit) set up in one village as pilot and demonstration by Year 2.</p>	<p>Photos, project report, wood lot</p> <p>Photos, project report</p>	
<p>Activity 2.1</p> <p>Agreement with local authority or forest service to provide land for wood lot in at least 2 villages, and through local steering group ensure maintenance and fair and transparent benefit sharing</p>			
<p>Activity 2.2</p> <p>Prepare plot, including fencing as necessary, plant trees, maintenance</p>			
<p>Activity 2.3</p> <p>Pilot demonstration of equipment, methods and marketing to add value to fruit harvested from the forest</p>			
<p>Output 3</p> <p>Sustainable diversified income generating initiatives supported in 8 villages through provision of vocational and business training and small grants.</p>	<p>Four participatory village meetings held in Year 1 to discuss opportunities and constraints within current livelihood strategies and identify ways to develop livelihoods sustainably.</p> <p>At least 16 small income-generation or sustainable livelihood projects supported by Year 2.</p> <p>120 women and men trained in business, marketing or vocational skills</p>	<p>Meeting notes, participant lists</p> <p>Project monitoring reports, small grant reports, evaluation workshop report</p>	

	by Year 2.	Training materials, participant lists and feedback	
Activity 3.1	Workshops to announce scheme; discuss and identify issues and potential solutions; training in how to complete project proposal and budget		
Activity 3.2	Initiatives for support selected through fair and transparent competition		
Activity 3.3	Training provided in business skills, and vocational and marketing skills as identified as necessary		
Activity 3.4	Provision of seed funding under micro-finance scheme; mentoring recipients; monitoring progress		
Activity 3.5	Participatory evaluation of success and achievements including change in household income or security		
Output 4 Capacity of two local forest service teams to protect and restore forest enhanced through targeted training and resource provision.	<p>Prioritised training and resource needs assessment (TRNA) produced for two forestry units in Year 1.</p> <p>Four training sessions delivered to increase knowledge of 40 forestry and local government staff in forest conservation and management by Year 2.</p> <p>Priority resources provided (as identified in needs assessment) e.g. support to forest nursery.</p>	<p>Workshop notes, TRNA plans</p> <p>Training materials, participant lists and feedback</p> <p>Handover documents, photos, project reports</p>	
Activity 4.1	Training and resource needs assessment (TRNA) undertaken with Kyzyl Unkur and Kara Alma forestry units resulting in prioritised action plans		
Activity 4.2	Training seminars for local foresters in identified topics (e.g. forest legislation, collaborative forest management, pests & diseases) given by national experts		

from partner organisations			
Activity 4.3 Priority resources provided, within scope of project, e.g. tree nurseries; fire-fighting equipment etc.			
Output 5 Climate adaptation measures integrated into project plans and activities to increase resilience of forest ecosystem and local communities.	Locally appropriate responses to predicted climate impacts identified for both sites through a participatory process by Year 1. Adaptation measures integrated into management plans at two sites by Year 2.	Workshop notes, list of actions Revised management plans, community seminar reports	
Activity 5.1 Extract appropriate actions from FFI's climate adaptation plan for Kyrgyz fruit and nut forest; conduct workshop with stakeholders to discuss and check relevance and applicability to project site			
Activity 5.2 Community level awareness seminars			
Activity 5.3 Ensure project plans and activities are appropriate in context of predicted climate changes; take forward specific adaptation measures if identified			

Annex 3 Standard Measures

Please expand and complete Table 1: new projects should complete the Y1 column and also indicate the number planned during the project lifetime. Continuing project should cut and paste the information from previous years and add in data for the most recent reporting period. Quantify project standard measures over the last year using the coding and format from the Darwin Initiative Standard Measures (see website for details: <http://darwin.defra.gov.uk/resources/>) and give a brief description. Please list and report on relevant Code Nos. only. The level of detail required is specified in the Standard Measures Guidance notes under 'definitions' column. Please devise and add any measures that are not captured in the current list. Please note that these measures may not be a substitute for output level objectively verifiable indicators in the project logframe.

Table 1 Project Standard Output Measures

Code No.	Description	Year 1 Total	Year 2 Total	Year 3 Total	Year 4 Total	Total to date	Number planned for reporting period	Total planned during the project
Established codes								
New - Project specific measures								

In Table 2, provide full details of all publications and material produced over the last year that can be publicly accessed, e.g. title, name of publisher, contact details, cost. Mark (*) all publications and other material that you have included with this report.

Table 2 Publications

Type (eg journals, manual, CDs)	Detail (title, author, year)	Publishers (name, city)	Available from (eg contact address, website)	Cost £

Annex 4 Onwards – supplementary material (optional but encouraged as evidence of project achievement)

This may include outputs of the project, but need not necessarily include all project documentation. For example, the abstract of a conference would be adequate, as would be a summary of a thesis rather than the full document. If we feel that reviewing the full document would be useful, we will contact you again to ask for it to be submitted.

It is important, however, that you include enough evidence of project achievement to allow reassurance that the project is continuing to work towards its objectives. Evidence can be provided in many formats (photos, copies of presentations/press releases/press cuttings, publications, minutes of meetings, reports, questionnaires, reports etc) and you should ensure you include some of these materials to support the annual report text.

Checklist for submission

	Check
Is the report less than 10MB? If so, please email to Darwin-Projects@ltsi.co.uk putting the project number in the Subject line.	
Is your report more than 10MB? If so, please discuss with Darwin-Projects@ltsi.co.uk about the best way to deliver the report, putting the project number in the Subject line.	
Have you included means of verification? You need not submit every project document, but the main outputs and a selection of the others would strengthen the report.	
Do you have hard copies of material you want to submit with the report? If so, please make this clear in the covering email and ensure all material is marked with the project number.	
Have you involved your partners in preparation of the report and named the main contributors	
Have you completed the Project Expenditure table fully?	
Do not include claim forms or other communications with this report.	