

## MID-TERM NARRATIVE REPORT

*Guidelines on how to complete the activity report are included in italics.*

*Use the information included in your CESP Full Proposal (reproduced in Annex 1 of your CESP contract) as a baseline from which to complete this report.*

*Remember that this report will be made available on your project page on the GBIF website and therefore should not include any contact information, unless you have permission from all mentioned in the report that their contact information can be published.*

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## 1. Project information

Please insert text in the table

<b>Project title</b>	Using the CBD Clearing-House Mechanism to strengthen biodiversity data acquisition and data sharing	
<b>Project ID</b>	CESP2019-010	
<b>Project period</b>	<b>Start date (dd/mm/yy):</b> 26/06/2019	<b>End date (dd/mm/yy):</b> 31/05/2020
<b>Reporting period</b>	<b>Start date (dd/mm/yy):</b> 01/11/2019	<b>End date (dd/mm/yy):</b> 31/11/2019
<b>Project lead</b>		
<b>Name of the main contact person</b>	Denis Duclos, Head of Directorate for European and International Affairs, French Focal Point for CHM	
<b>Name of institution</b>	Muséum National d'Histoire Naturelle (MNHN)	
<b>City and country</b>	Paris, France	
<b>GBIF Participant represented</b>	Anne Sophie Archambeau, GBIF France	
<b>Role(s) in this project</b>	Project Lead	
<b>Project partner(s)</b>		
<b>Name and institution of the representative</b>	<b>GBIF Participant represented (if applicable)</b>	<b>Role(s) in the project</b>
Han de Koeijer, <i>Royal Institute of Natural Sciences / CHM Belgique</i>		Co-Leader
Anne Sophie Archambeau, <i>Muséum National d'Histoire Naturelle / GBIF France</i>	GBIF France	Partner
Aline Van Werf and André Heughebaert, <i>GBIF Belgium</i>	GBIF Belgium	Partner
Stéphanie Chauvet, <i>Institut de Recherche pour le Développement / SEP2D</i>		Partner
Prudence Galega, <i>CHM Cameroon / GBIF Cameroon</i>	GBIF Cameroon	Partner

Saidou Doumbouya, <i>CHM Guinea / GBIF Guinea</i>	GBIF Guinea	Partner
Charles Yabi, <i>CHM Benin</i> and Gaston Akouehou and Jean Cossi Ganglo, <i>GBIF Benin</i>	GBIF Benin	Partner
Adelard Mutumbo Kazadi, <i>CHM DR Congo</i> and Corneille Ewango, <i>GBIF DR Congo</i>	GBIF DR Congo	Partner
Laurent Ampilahy, <i>CHM Madagascar</i> and Heriniaina Ramanankierana, <i>GBIF Madagascar</i>	GBIF Madagascar	Partner
Maurice Agbeti, <i>CHM Togo</i> and Pierre Radji, <i>GBIF Togo</i>	GBIF Togo	Partner
Maman Sani Issaka, <i>CHM Niger</i> and Kimba Ousseini, <i>GBIF Niger</i>	GBIF Niger	Partner
Moussa Ba, <i>CHM Mauritania / GBIF Mauritania</i>	GBIF Mauritania	Partner
Erie Tamale, <i>Secretariat of Convention on Biological Diversity (CBD)</i>		Partner

## 2. Executive summary

*Provide a brief explanation of the project and the approach taken for the mid-term evaluation, as well as a summary of the main results, lessons learned and recommendations for the remaining project period.*

*(Max. 300 words)*

As planned in the initial submission document, the project lead by MNHN is divided into three phases. The first step has been completed. The second phase is ongoing. Thus, the calendar of the project implementation is fully respected.

During the first phase of the project, which took place between July and October 2019, we endeavoured to give every partner involved in it an access and a full proficiency of the Bioland tool, together with the understanding of the GBIF process and methods. A five days' workshop tailored to the CHM managers of the stakeholder countries was organized in Brussels, from September 30<sup>th</sup>, to October 4<sup>th</sup>. Two days devoted to the Bioland training and two days dedicated to the GBIF data acquisition were on the program of this workshop. Thus, the partners were enabled to start the implementation of the Bioland tool in their national CHM.

Phase two began in October with the development of the GBIF module, in compliance with technical specifications set by the partners and with the support of Alexandre Rafalovitch, in charge of the development of the Bioland tool in the CBD Secretariat. We also started to pen the specification use manual (booklet) which will provide guidance to any country or organization interested in adopting the Bioland tool and having access to GBIF datas via it.

In addition, a helpdesk has been provided by the coordinator of the project to help countries migrate to the Bioland tool at every step of this migration. Phase two is to end in February 2020, i.e. just before the second workshop. This second workshop will encompass presentations of the Bioland tool, the GBIF module and the booklet to all the GBIF nodal points of the involved countries.

The outcomes of this second workshop will enable us to implement the final phase of the project. We will finalize the implementation of Bioland by integrating the GBIF module in it. Besides, we will disseminate the booklet. By doing so, we should have created an ecosystem whose aim is to make the users from the CHM and GBIF communities aware of their synergies and eager to more often collaborate in the future.

### 3. Progress against expected milestones

*Please indicate the status of the expected milestones as outlined in Annex 3 of the contract, at the time of mid-term reporting.*

*Please provide more information in the Deliverables table in section 5 of this report, including detailed explanatory notes in the event of unexpected delay(s).*

<b>Expected milestones</b>	<b>Completed? Yes/No</b>
Selection of participating countries identification of regional and local needs complete. <b>(Mid-term report milestone)</b>	Yes
Bioland is active and available for countries to use. <b>(Mid-term report milestone)</b>	Yes
Training on Bioland tool for 7-8 CHM focal points for each participating country complete. <b>(Mid-term report milestone)</b>	Yes
French CHM has migrated to Bioland tool. <b>(Mid-term report milestone)</b>	Partially

## 4. Activities

Please indicate the status of the activities as outlined in your CESP Full Proposal (section 3.5), at the time of mid-term reporting.

The table below should be completed in the same way as in your CESP Full Proposal, but should include information and updates on the status of each activity. Please indicate relevant source(s) of verification and provide links, or a copy of the source of verification mentioned if no links are available. Attachments should be provided in the Annex.

In the event of unexpected delay(s), please provide detailed explanatory notes and indicate new planned completion date(s) within the project implementation period.

In the event of any additional activities having being completed, please add rows as required.

Activity name	Status of activity at mid-term: Completed / On-track / Delayed	Explanatory notes, including new planned completion date if necessary	Source(s) of verification
1/ Selection of participating countries and identification of regional and local needs	Completed	The contacts and the discussions started in February 2019.	Project has been launched.
2/ Beginning of the operational phase – contract signed	Completed	Because of some administrative delay, the official beginning date for the	Project has been launched and is ongoing.

		project is June, 26 <sup>th</sup> 2019.	
3/ Bioland is active and available to use	Completed	The definitive version of Bioland was operational late August 2019 after a final evaluation by the CHM IAC.	The final version of Bioland was used during September's workshop.
4/ Training on Bioland tool for CHM focal points of each participating countries	Completed	The training took place during the workshop in Brussels, from September, 30 <sup>th</sup> to October, 4 <sup>th</sup> 2019.	<a href="https://www.gbif.org/event/5kl0tLmuW3oFNWnndLBVhe/first-capacity-building-workshop-for-using-the-cbd-clearing-house-mechanism-to-strengthen-biodiversity-data-acquisition-and-data-sharing-project">https://www.gbif.org/event/5kl0tLmuW3oFNWnndLBVhe/first-capacity-building-workshop-for-using-the-cbd-clearing-house-mechanism-to-strengthen-biodiversity-data-acquisition-and-data-sharing-project</a>
5/ Developing a booklet on Bioland use and migration	Ongoing	Calendar and method were defined and agreed between partners during the first workshop.	<a href="https://docs.google.com/document/d/1t90dsv9_mHtXlzwaiq7mCvSWaMYh5Kgik_AaC_qzFvU/edit">https://docs.google.com/document/d/1t90dsv9_mHtXlzwaiq7mCvSWaMYh5Kgik_AaC_qzFvU/edit</a>
6/ Developing a GBIF module in the Bioland.	Ongoing	The last technical specifications were discussed during the first workshop. We are now working on the development of the module with the CBD developer of the Bioland tool. The GBIF module will be available in March 2020 and is to be	<a href="https://docs.google.com/document/d/1fq45lnXgmg0cCUbinx09ZLYNLIZLBNp/edit">https://docs.google.com/document/d/1fq45lnXgmg0cCUbinx09ZLYNLIZLBNp/edit</a>

		presented to the GBIF nodal points during the second workshop in March 2020.	
7/ Mid-term evaluation and reporting	Completed		
8/ One day workshop with GBIF focal points of the partner countries to promote GBIF data use in Bioland	Ongoing	We are currently working on it. It is likely to take place in Cotonou, in parallel of the SEPD2D final symposium, in March 2020.	
9/ Migration of French CHM to Bioland tool	Delayed	The French CHM team proceeded to 90% of the migration. It will be completed no later than march 2020.	<a href="https://docs.google.com/document/d/1Xqg4k3SggV97Oid_fSNNb5aXEXBmRKb5/edit?dls=true">https://docs.google.com/document/d/1Xqg4k3SggV97Oid_fSNNb5aXEXBmRKb5/edit?dls=true</a>
10/ Migration of Belgian CHM to Bioland tool	Ongoing	In the final phase.	<a href="https://docs.google.com/document/d/1Xqg4k3SggV97Oid_fSNNb5aXEXBmRKb5/edit?dls=true">https://docs.google.com/document/d/1Xqg4k3SggV97Oid_fSNNb5aXEXBmRKb5/edit?dls=true</a>
11/ Migration of each participating	Ongoing	A calendar and a method were defined and agreed	<a href="https://docs.google.com/document/d/1Xqg4k3SggV97Oid_fSNNb5aXEXBmRKb5/edit?dls=true">https://docs.google.com/document/d/1Xqg4k3SggV97Oid_fSNNb5aXEXBmRKb5/edit?dls=true</a>

countries CHM to Bioland tool		between partners in the first 2019 workshop.	
12/ Integration of the GBIF module in the CHM of 10 countries (8 selecting countries + Belgium and France)	Ongoing	This is the second step of the GBIF module development. A calendar and a method were defined and agreed between partners in the September workshop.	<a href="https://docs.google.com/document/d/1fq45lnXqmq0cCUbinx09ZLYNLIZL.Bnp/edit">https://docs.google.com/document/d/1fq45lnXqmq0cCUbinx09ZLYNLIZL.Bnp/edit</a>
13/ final reporting and completion of all activities and deliverables. Completion of final capacity self-assessment.			



## 5. Deliverables

Please indicate the status of each of the planned deliverables as outlined in your CESP Full Proposal (section 3.6), at the time of mid-term reporting, listing the related activities connected to these and explanatory notes.

The table below should be completed in the same way as in your CESP Full Proposal, but should include information and updates on the status of each deliverable. Please indicate relevant source(s) of verification and provide links, or a copy of the source of verification mentioned if no links are available. Attachments should be provided in the Annex.

In the event of identifying a deliverable as “delayed”, please provide detailed explanatory notes and planned actions to address this issue and a new completion date within the project implementation period. Please provide links to any documents or webpages in the “Sources of verification” column.

In the event of any additional deliverables having being completed during the implementation period, please add rows as required.

<b>Deliverable name</b>	<b>Status of deliverable at mid-term: Completed / On track / Delayed</b>	<b>Explanatory notes including new planned completion date if necessary</b>	<b>Source(s) of verification</b>
Bioland is active and available	Completed	The definitive version of Bioland was launched at the end of august 2019 after a final evaluation by the CHM IAC.	The final Bioland version was used in September’s workshop.
GBIF module is developed and available in the Bioland	Ongoing	The last technical specifications were discussed during September’s workshop. We are working on the development of the module with the CBD developer of Bioland. The GBIF module will be available in March 2020 and will be presented to the GBIF nodal points during the workshop in March 2020.	<a href="https://docs.google.com/document/d/1fq45InIXgmq0cCUbinx09ZLYNLIZLBNp/edit">https://docs.google.com/document/d/1fq45InIXgmq0cCUbinx09ZLYNLIZLBNp/edit</a>
Booklet on Bioland use and migration are published and available	Ongoing	A calendar and a method were defined and agreed by all the partners during the September workshop.	<a href="https://docs.google.com/document/d/1t90dsv9_mHtXlzwaiq7mCvSWaM">https://docs.google.com/document/d/1t90dsv9_mHtXlzwaiq7mCvSWaM</a>

Deliverable name	Status of deliverable at mid-term: Completed / On track / Delayed	Explanatory notes including new planned completion date if necessary	Source(s) of verification
			<a href="#">Yh5Kgik_AaC_gzFvU/edit</a>
Bioland is implemented by participating countries	Ongoing	A calendar and a method were defined and agreed by the partners during the September workshop.	<a href="https://docs.google.com/document/d/1Xqq4k3SggV97Oid_fSNNb5aXEXBmRKb5/edit?dls=true">https://docs.google.com/document/d/1Xqq4k3SggV97Oid_fSNNb5aXEXBmRKb5/edit?dls=true</a>
GBIF module is implemented by participating countries	Ongoing	A calendar and a method were defined and agreed by the partners during the September workshop.	<a href="https://docs.google.com/document/d/1fq45InlXgmg0cCUbinx09ZLYNLIZLBNp/edit">https://docs.google.com/document/d/1fq45InlXgmg0cCUbinx09ZLYNLIZLBNp/edit</a>

## 6. Events organized as part of the project

Please indicate the status of the events as outlined in your CESP Full Proposal (section 3.7), at the time of mid-term reporting.

The table below should be completed in the same way as in the CESP Full Proposal, but should include information and updates on the status of each event. Please provide links to any documents or web pages documenting the event(s) in the sources of verification. Attachments should be provided in the Annex

In the event of unexpected delay(s), please provide detailed explanatory notes and indicate new planned completion date(s) within the project implementation period.

In the event of any additional events having being completed, please add rows as required.

Event title	Organizing institution	Date held / expected dates	Number of participants	Explanatory notes	Source(s) of verification
1 <sup>st</sup> capacity building workshop for using the cbd CHM to strengthen biodiversity data acquisition and data sharing	Coordination Team, and RBINS hosted.	From September 30 <sup>th</sup> to October 4 <sup>th</sup> 2019.	20	The first workshop took place from September 30 <sup>th</sup> to October 4 <sup>th</sup> 2019. The aim of this workshop was to present the new CHM Tool (Bioland), the GBIF tools and methods to the CHM leaders and managers in order to spark collaboration opportunities. More specifically, we worked together on how to use the Bioland infrastructure and datas in the context of a possible GBIF collaboration.	<a href="https://www.gbif.org/event/5kl0tLmuW3oFNWnndLBVhe/first-capacity-building-workshop-for-using-the-cbd-clearing-house-mechanism-to-strengthen-biodiversity-data-acquisition-and-data-sharing-project">https://www.gbif.org/event/5kl0tLmuW3oFNWnndLBVhe/first-capacity-building-workshop-for-using-the-cbd-clearing-house-mechanism-to-strengthen-biodiversity-data-acquisition-and-data-sharing-project</a>
2 <sup>nd</sup> capacity building workshop for using the cbd CHM to strengthen biodiversity data acquisition	Coordination Team	In March 2020	20	A second workshop will be organized in March 2020 for node representatives or potential node representatives. The aim of this second workshop is to present Bioland, the GBIF module and the project's booklet to GBIF users in order to build an efficient connectivity between the two communities.	

Event title	Organizing institution	Date held / expected dates	Number of participants	Explanatory notes	Source(s) of verification
and data sharing					

## 7. Calendar of activities

The calendar should be completed the same way as in the CESP Full Proposal (section 3.9), but should also clearly indicate and include any changes (e.g. use of colour coding to indicate expected changes and/or delays). Please provide explanations for any changes in the notes column.

Activity	2019							2020					Notes	
	J	J	A	S	O	N	D	J	F	M	A	M		
1/ Selection of participating countries and identification of regional and local needs	X													The contacts and discussions started in February 2019.
2/ Beginning of the operational phase – contract signed		X												Because of some administrative delay, the official beginning date for the project is June 26 <sup>th</sup> 2019.
3/ Bioland is active and available to use	X	X	X											The definitive version of Bioland was launched at the end of August 2019 after a final evaluation by the CHM IAC.
4/ Training on Bioland tool for CHM focal points of each participating countries				X	X									The training took place during the workshop in Brussels from September, 30 <sup>th</sup> to October, 4 <sup>th</sup> 2019.
5/ Developing a booklet on Bioland use and migration	X	X	X	X	X	X	X	X						A calendar and a method were defined and agreed by the partners during the September workshop.
6/ Developing a GBIF module in the Bioland.	X	X	X	X	X	X	X	X	X	X				The last technical specifications were discussed during the first training session. The GBIF module will be available in March 2020 and be presented to the GBIF focal points during the 2 <sup>nd</sup> workshop.
7/ Mid-term evaluation and reporting						X								

Activity	2019							2020					Notes
	J	J	A	S	O	N	D	J	F	M	A	M	
8/ One day workshop with GBIF focal points of the partner countries to promote GBIF data use in Bioland										X			We are currently working on it. It is likely to take place in Cotonou, in parallel of the SEPD2D final symposium.
9/ Migration of French CHM to Bioland tool	X	X	X	X	X	X	X	X	X	X			Ongoing
10/ Migration of Belgian CHM to Bioland tool	X	X	X	X	X	X	X	X	X	X			Ongoing
11/ Migration of each participating countries CHM to Bioland tool				X	X	X	X	X	X	X	X	X	A calendar and a method were defined and agreed by the partners during September's workshop.
12/ Integration of the GBIF module in the CHM of 10 countries (8 selecting countries + Belgium and France)									X	X	X	X	This is the second step of the GBIF module development. A calendar and a method were defined and agreed by the partners during September's workshop.
13/ Final reporting and completion of all activities and deliverables. Completion of final capacity self-assessment.												X	

## 8. Monitoring and evaluation

*Please indicate the results of the monitoring and evaluation plans, as outlined in your CESP Full Proposal (section 3.8), at the time of mid-term reporting.*

*Please also use this section as an opportunity to identify the main lessons from the project experience that could be applied in other contexts, including any best practice that others in the GBIF community could apply. In addition, outline any recommendations for the GBIF Secretariat or the community to reinforce the initial success of the project. Consider also any plans for the sustainability of the project and any requests for guidance and/or assistance in the form of a specific project mentor.*

*(Max. 300 words)*

Based upon “good practice’s sharing”, the project has sparked pretty good outcomes so far. For instance, some tricky and harmful issues at institutional (e.g. antagonisms between some GBIF and CHM national focal points) or technical levels were rapidly identified and were successfully solved thanks to the sharing of a partner’s specific knowledge or relevant experience. These different levels of knowledge and experiences are what we are planning to highlight in the final booklet.

In order to make sure that each partner has the same level of capacity and ability at every step of the project implementation, each phase is completely based on the needs of the partners. In addition to a permanent helpdesk led by the coordinator, a whatsapp permanent group and a google drive dedicated to documents’ exchange, we decided to organize the two workshops at the end of each phase so that partners could exchange their views upon what had been implemented. It is also a means of getting the insurance that the final deliverables will take their needs into account.

We are also paying close attention to the quality of the links between partners as it is an important condition for the sustainability of the project. The project has already been a long way to building up a strong network of partners, both at international and regional levels. We still continue to develop it in line with different communication events, especially during the latest SBSTTA, last November.

## 9. Project communications and visibility

*Describe the plans and how the results of your project have been and will be communicated and shared with the project stakeholders and broader GBIF community.*

*Please also review the page describing your project available from <https://www.gbif.org/programme/82219/capacity-enhancement-support-programme#projects> and highlight any additional documents, events, news items or links that you would like to add to your page and provide links/attachments in the Annex.*

- <https://www.gbif.org/project/79ZRBGx5dNXypR2ijHKebK/using-the-cbd-clearing-house-mechanism-to-strengthen-biodiversity-data-acquisition-and-data-sharing> :

Traduction of the page in French planned.

- <http://biodiv.mnhn.fr/news/un-programme-de-renforcement-de-capacites-chm-gbif> : Information on every CHM of the partners will be shared.
- BID meeting (November): Communication upon the project has been carried out in different events.
- SBSTTA 23 (November): Communication upon the project has been done in plenary meeting, CHM IAC meeting and CSP meeting.

## **10. Annex 1 – Additional sources of verification**

*Sources of verification are for example links to relevant digital documents, news/newsletters, brochures, workshop related documents, pictures, etc.*

Our CLOUD : <https://drive.google.com/drive/folders/1hGERWO8zJBh4GS4MQp-N3hCdRA2C6JQc>