



BID Africa 2017 – Small Grant Template

Midterm narrative report

Instructions

- Fill the template below with relevant information. If no result has been achieved on a specific point, please indicate it as “no result achieved yet” and **indicate expected date of completion**
- Use the information included in your project Full proposal (reproduced in annex III of your BID contract) as a baseline from which to complete this template
- The information provided below must correspond to the financial information that appears in the financial report
- Sources of verification are for example direct links to relevant digital documents, news/newsletters, brochures, copies of agreements with data holding institutions, workshop related documents, pictures, etc. **Please provide access to all mentioned sources of verification** by either providing direct link or sending a copy of the documents.
- This report must first be sent as a **Word document** to GBIF@GBIF.org and be pre-approved by GBIFS
- Once this report is pre-approved in writing by GBIFS, it must be signed by the BID project coordinator and sent by post to:

The Global Biodiversity Information Facility Secretariat (GBIFS)
Universitetsparken 15
DK-2100 Copenhagen Ø
Denmark

Template

1. Table of Contents

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2. Project Information

2.1. Project Coordinator: Institution/network/agency name:

Arachnid Collection, Natural History Museum of Zimbabwe, Bulawayo

2.2. Main contact person and role:

Dr Moira FitzPatrick, Curator of Arachnida and Regional Director

2.3. BID proposal identifier:

BID-AF2017-0050-SMA

2.4. Project title:

To make the Matobo World Heritage Site Arachnid collections at the Natural History Museum of Zimbabwe accessible through GBIF by end of 2018

2.5. Start date and end date of the reporting period:

1/2/18-31/5/18

2.6. Country in which the activities take place:

Zimbabwe

3. Overview of results

3.1. Executive summary

Give a short summary of the activities implemented and the outcomes of the project for the reporting period (500 words maximum)

4208 records of Arachnids from the Matobo World Heritage Site have been digitalized into excel and work is ongoing with accessioning any new collections from this area so that this data can also be included into the database. Cleaning of this data including geo-referencing is on-going, and time is now being spent on correcting and verifying identifications using the latest literature. The data for the Scorpion collection has been cleaned and published in a checklist (eight species) as well as data from nine Araneae families (eighty-three species).



<BID project id>

<Start and end date of the reporting period>



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3.2. Progress against expected milestones:

Give an overview of all the expected milestones for your project from the beginning until now (see Annex IV of your contract)

Expected milestones/activities	Completed ? Yes/No	Explanatory notes	Sources of verification
Completed capacity self-assessment questionnaire for data holding institutions https://www.gbif.org/document/82785/self-assessment-guidelines-for-data-holding-institutions (EN) https://www.gbif.org/document/82813/modele-dauto-evaluation-pour-les-institutions-detentrices-de-donnees (FR) (Early Progress report milestone)	yes		
At least one national data publishing institutions are registered with GBIF.org Guidelines to become a publisher: https://www.gbif.org/become-a-publisher (Early Progress report milestone)	yes		
At least one person from the project team has completed the certification process following the BID Capacity Enhancement workshop on Data Mobilization organized as a part of the BID programme Africa 2015 or the BID programme Africa 2017 (Early Progress report milestone)	yes		
Knowledge dissemination activities have been scheduled following the first BID Capacity Enhancement workshop (Early Progress report milestone)	yes	Achieved in January	
At least one dataset has been published to GBIF.org (Midterm report milestone)	yes		https://www.gbif.org/dataset/d98c3efe-983e-455f-8fdb-ccc76c7959c3
The data users identified in the full proposal have documented their intended use of the mobilized data and provided early feedback (Midterm report milestone)	no		



3.3. Project deliverables and activities

Refer to the table in section 2.2 "Deliverables, activities and reporting criteria" of your BID full proposal. Provide updates on the status of each of planned deliverables. In the event of unexpected delay, please provide detailed explanatory notes and indicate planned completion date. Add as many rows as needed.

Deliverable	Related activity	Completed ? Yes/No	Explanatory notes	Sources of verification
4000 arachnid specimen records digitized and Geo-referenced into a functional database system in SPECIFY 6 and uploaded to GBIF	Digitization and data cleaning	No	4208 specimen lots have been digitized. The collection is still being added to and work is on going for data cleaning and identification.	
Training on biodiversity data mobilization and digitizing techniques.	Staff Training	yes	This was completed in first reporting period	
Production of species checklists for Araneae, Solifugae, and Scorpions across the entire Matopo World Heritage Site, including the National Park, and share this with Parks Managers, Medical personnel, stakeholders and policy makers	Data Publishing	No	First of the data sets have been published which include the Scorpions of the Matobo hills and 11 spider families totalling 91 species so far.	https://www.gbif.org/dataset/d98c3efe-983e-455f-8fdb-ccc76c7959c3



3.4. Datasets published on GBIF.org

Refer to the table in section 2.4 “Biodiversity data mobilization plan” of your BID full proposal. If the dataset is not yet published, please indicate the name of the institution that is expected to host the data when published in the column “DOI or URL/Planned hosting institution”. Add as many rows as needed.

Dataset title	Publishing institution	DOI or URL/Planned hosting institution	Date/expected date of publication	Explanatory notes
Scorpiones of Matobo	NMMZ	NMMZ	April 2018	Achieved
Gnaphosodea of Matobo to include Ammoxenidae, Cithaeronidae, Gallienidae, Gnaphosidae, Liocranidae and Prodidomidae	NMMZ	NMMZ	April 2018	Achieved
Solifugae and Amblypygida of Matobo	NMMZ	NMMZ	May 2018	Final data cleaning is in progress
Lycosodea of Matobo to include Lycosidae, Agelenidae, Ctenidae, Pisauridae, as well Eresidae, Hersiliidae and Caponidae, Sicariidae	NMMZ	NMMZ	June 2018	Partially achieved as Lycosidae, Agelenidae and Ctenidae have been published. Data cleaning of the other families is under way
Thomisidae, Philodromidae, and Scytodidae of Matobo	NMMZ	NMMZ	August 2018	Taxonomic literature and species description have been obtained where possible to assist with the identification process.
Eutichuridae, Hahnniidae, Zodariidae and Ulboridae of Matobo	NMMZ	NMMZ	October 2018	Partially identified by another arachnologist
Sparassidae, Pholicidae, Palpimanidae and Selenopidae	NMMZ	NMMZ	December 2018	Taxonomic literature is available for most species
Salticidae in part, Therphosidae, Barchelidae, Nemisiidae, Corinnidae, Araneidae in part, Oxyopidae,	NMMZ	NMMZ	February 2019	Identifications of some of these families will be the most problematically





Theridiidae in part, and any other spider family known from the Matobo				due to poor taxonomic information and revisions.
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3.5. Examples of use of biodiversity data available through GBIF

Use the table to document use or planned use of data available through GBIF as part of your project. You may want to refer to the section 2.5 “Plan to support the integration of biodiversity information into policy and decision-making processes” of your BID full proposal. Please provide the DOI for datasets downloaded from GBIF in the “Contributing dataset(s)” column. Briefly describe how the data contribute or are planned to contribute in the “targeted application” column (ca. 50 words). Provide the date or approximate timeframe in months for the completion of activity in the “Date/time frame” column. Timeframe indicated may be after the completion of the project unless targeted application is one of the deliverables of your project. Please provide links to any documents or webpages documenting the use in the “Sources of verification” column. Add as many rows as needed.

Targeted application	Data user	Contributing dataset(s)	Date/time frame	Sources of verification	Notes
Matobo Management Plan	All Matobo Stakeholders including National Parks, Dambari Wildlife Trust and Community leaders.	Scorpiones, Solifugae and Araneae of the Matobo World Heritage Site, Zimbabwe https://www.gbif.org/project/1YbRi07NuQ8skM4E46s1Y6/digitizing-the-matobo-hills-arachnid-collections-at-the-natural-history-museum-of-zimbabwe#datasets	Oct 2018		

3.6. Events organized as part of the project

List all the events that have been organized as part of your project. Please provide links to any documents or webpages documenting the use in the “Sources of verification” column. Add as many rows as needed.

Full title	Organizing institution	Dates	Number of participants	Sources of verification
Data quality, Data Cleaning and Data sharing principles training workshop held at Natural History Museum Of Zimbabwe	NMMZ	16-19th January 2018	36	
A team from the Natural History Museum attended Data Use for Decision Making workshop	GBIF, Cape Town	9-13 April	3	



<BID project id>

<Start and end date of the reporting period>



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4. Updated calendar for the BID project implementation and evaluation period

The calendar should be completed in the same way as in the Full Project Proposal, but should include any expected changes. Provide reasons for any expected changes in section 4.1 'Explanatory Notes'.

Implementation period start date and end date (01/10/17 – 31/3/19)																Notes
Activity	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
Early Progress evaluation & reporting		x														Achieved
Mid Term evaluation & reporting							x	x								
BID Capacity Enhancement workshop – Data mobilization and publication (Online training - Participation is mandatory)																Waiver given
BID Capacity Enhancement workshop – Data user					x											Workshop attended in Cape Town
Update and install the necessary software			x													Achieved
Capture undigitalized records into Excel	x	x	x	x	x	x	x	x	x	x	x					4208 records captured
Clean and refine data, Geo-reference localities and confirm taxonomy with experts			x	x	x	x	x	x	x	x						20% of data cleaned and taxonomy confirmed
Data analysis and reports compilation									x	x	x	x	x			
Interim project reporting		x					x				x				x	
Distribute reports to end users													x	X		
Publish data to GBIF							x	x	x	x	x	x	x	x		91 records published from 11 spider families and 3 scorpion families
Plan and host end users workshop														x	x	





Evaluation period start date and end date (01/01/19 - 31/03/19)				
Activity	1	2	3	Notes
Plan and host end users workshop		x	x	
<Activity name>				

4.1. Explanatory notes:



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5. Beneficiaries/affiliated entities and other cooperation

5.1. Relationship with project partners

Please describe the relationship between your project coordinating team/institution and your project partners, and with any other organisations involved in implementing your BID project.

Presentation was made to the Dambari Wildlife Trust Research Advisory Group biannual meeting about the current GBIF projects. Close collaboration exists between Dambari, Matobo Conservation Society, ZimParks and the Natural History museum as we are involved in joint projects in the Matobo Hills. Students from NUST and UZ are on attachment and are assisting in these GBIF projects.

5.2. Links to other projects and actions

Where applicable, outline any links and synergies you have developed with other actions, e.g. GBIF nodes, other BID funded projects, etc. If your organization has received previous grants in view of strengthening the same target group, to what extent has your BID project been able to build upon/complement the previous project(s) ?

The Natural History Museum hosted a workshop which including all three GBIF projects from the Natural history Museum and the GBIF National Grant for Bindura University of Science Education, National Herbarium and Forestry Commission. This was an important opportunity to exchange information and form collaborations between all partners.

A team from the Natural History Museum attended Data Use for Decision Making workshop - 9-13 April in Cape Town.

6. Visibility

Please refer to the [BID guidelines](#).

6.1. Visibility of the BID project

How is the visibility of your BID project being ensured?

Short summary

The project has been posted on the Natural History Museum of Zimbabwe website page and Facebook page

Sources of verification

<http://naturalhistorymuseumzimbabwe.com/arachnology/>

<https://www.facebook.com/NHMZimbabwe/?ref=bookmarks>

6.2. Visibility of the EU contribution

How is the visibility of the EU contribution being ensured within your project implementation?

Short summary

The EU contribution has been made visible on the Museum Facebook page.

Sources of verification

<https://www.facebook.com/NHMZimbabwe/?ref=bookmarks>





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Signature _____

Name of the contact person for the BID Project: _____

Date report sent by email in Word format to bid@gbif.org for pre-approval: _____

Date report sent by post to GBIF Secretariat: _____

