



BID Africa 2017 – Small Grant Template

Early progress 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@BID.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

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2. Project Information

2.1. Principal investigator and grant coordinator: Dr. Kehinde Kemabonta

2.2. Institution/network/agency name: Department of Zoology, University of Lagos, Akoka, Yaba, Lagos, Nigeria

2.3. Principal investigator name and role: Dr. Kehinde Abike Kemabonta (PI)

2.4. BID proposal identifier: BID-AF2017-0311-SMA

2.5. Project title: Digitization of Species of Odonata (Damselflies and Dragonflies) of southern, Nigeria

2.6. Start date and end date of the reporting period: 01/10/2017 to 31/01/2018

2.7. Country(ies) in which the activities take place: Nigeria





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).

All data holding institutions have completed the capacity self assessment questionnaires as stipulated by the BID. The PI attended the BID Capacity Enhancement workshop which took place in South Africa in December, 2017. A 3-day workshop on Digitization and Mobilization of biological data was held 25-27th January and facilitated by Drs. Kemabonta (PI) and Onuminya (member of the research team). Prof Ogbogu, a member of the team, also gave a short talk on Why Odonata? The participants cut across both animal and plant biologists. The workshop was declared opened by the Vice Chancellor of the University while the Dean of the Faculty of Science was the chief host, while the Head, Department of Zoology was the host of the workshop. In all, 47 participants (excluding those present at the opening ceremony) from 9 universities across the country, 2 research institutes and Ministry of environment including students, scientists, insectary/museum technicians and ministry of environment representatives were in attendance. The metadata on odonates of southern Nigeria has been recorded but not yet published. It is hoped that the first set of the metadata will be published in the IPT before the 29th of february, 2018. Participants from the workshop were highly interested and ready to carry out their own digitization and publication of data in IPT. Participants at the last day were grouped into plant and animal section. They were taken to the field and taught how to sample and use GPS for georeferencing of their data. At each presentation, all participants were told that the workshop was funded by BID under GBIF.



Progress against expected milestones:

Expected milestones/activities	Completed? Yes/No	Explanatory notes	Sources of verification
<p>Completed capacity self-assessment questionnaire for data holding institutions</p> <p>https://www.gbif.org/document/82785/self-assessment-guidelines-for-data-holding-institutions (EN)</p> <p>https://www.gbif.org/document/82813/modele-dauto-evaluation-pour-les-institutions-detentrices-de-donnees (FR)</p>	Yes	All data holding institutions have completed the capacity self assessment questionnaires as stipulated by the BID.	Completed questionnaires already emailed to BID
<p>At least one data publishing institution is registered with GBIF.org Guidelines to become a publisher:</p> <p>https://www.gbif.org/become-a-publisher</p>	Not yet	The metadata has been recorded but not yet published	An upload of data in IPT for publishing will be done by 29 th of February
<p>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</p>	Yes	The PI attended the BID Capacity Enhancement workshop which took place in south Africa.	
<p>Knowledge dissemination activities have been scheduled following the BID Capacity Enhancement workshop on Data Mobilization</p>	Yes	<p>A 3-day workshop on Digitization and Mobilization of biological data was held 25-27th January and facilitated by Drs. Kemabonta (PI) and Onuminya (member of the research team). Prof Ogbogu also gave a short talk on Why Odonata?</p> <p>47 participants (excluding those present at the opening ceremony) from 9 universities across the country, 2 research institutes and Ministry of environment including students, scientists, insectary/museum</p>	Certificate of Attendance was given to all participants



		technicians and ministry of environment representatives were in attendance.	
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3.2. 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
Effective network amongst insectaries and insect museum stakeholders	Stakeholders Networking Meeting	Yes	Project inception meeting was held with project partners and other stakeholders to establish agreements on project implementation and data sharing as well as training of team members.	Attendance list of participants,
Increase biodiversity experts through training in Data Management and sharing	Capacity building	Yes	A 3-day workshop on Digitization and Mobilization of biological data was held 25-27 th January and facilitated by Drs. Kemabonta (PI) and Onuminya (member of the research team). Prof Ogbogu made a short presentation on the importance of odonata in monitoring the health and quality of water bodies. 47 participants (excluding those present at the opening ceremony) from 9 universities across the country, 2 research institutes and Ministry of environment including students, scientists, insectary/museum technicians and ministry of environment representatives were in attendance.	Images and Video recordings of the workshop, list of participants.





Develop a large scale primary data resource of about 10,000 odonates from museums and insectaries in Nigeria	Data Mobilization	Not yet	A visit has been made to one museum for assessment of available specimen/data for mobilization and the digitization process has started	A checklist of specimens will be made available.
Publication of images and linking of digitized records of odonates to Museum samples	Data Publication	Not yet	This is yet to be done	None
Conservation of protected areas with respect to insect diversity	Insect Conservation	Not yet	This is yet to be done	None
Insect Species Protection and Red Listing	Insect Conservation	Not yet	This is yet to be done	None



3.3. 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” and expected date of publication (month and year). Add as many rows as needed.

Dataset title	Publishing institution	DOI or URL/Planned hosting institution	Date/expected date of publication	Explanatory notes
Odonate Specimens	University of Lagos, Obafemi Awolowo University and FUTA, Akure	http://unilag.edu.ng http://www.oauife.edu.ng www.gbif.com	Not yet	The only sure publishing URL is that of GBIF. That for UNILAG, OAU and FUTA is still being discussed with the institutions

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 published on GBIF or data downloaded from GBIF in the “Dataset” column. Briefly describe how the data have been used or are planned to be used in the “Data use” column (ca. 50 words). Provide the date or approximate time frame in months for the use or planned use in the “Date/time frame” column. Please provide links to any documents or webpages documenting the use in the “Sources of verification” column. Add as many rows as needed.

Dataset	Data user	Data use	Date/time frame	Sources of verification	Notes
Species occurrence for endangered species, Red List Distribution Index.	Ministry of Environment University of Lagos Obafemi Awolowo University Federal University of Technology, Akure.	Insect Species Protection and Red Listing	January, 2019	Not yet	
Geo-referenced list of Odonate species in Nigeria.	Federal Ministry of Environment University of Lagos Obafemi Awolowo University Federal University of Technology, Akure.	Conservation of protected areas with respect to insect diversity	January, 2019	Not yet	





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
A 3 day workshop on Digitization and mobilization of biological data	University of Lagos	25-27 th January, 2018	47	Images and Video recordings Newspaper publication on the workshop, list of participants. http://unilag.edu.ng





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 (dd/mm/yy)																
Activity	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	Notes
Early Progress evaluation & reporting			X	X												
Mid-term evaluation & reporting							X	X								
BID Capacity Enhancement workshop – Data mobilization and publication (Online training - Participation is mandatory)			X													
BID Capacity Enhancement workshop – Data use (Online training - Participation is mandatory)					X											
Stakeholders Networking Meeting	X	X														Copies of MOU yet to be signed
Capacity building				X												Increase biodiversity experts achieved
Data Mobilization				X	X	X	X	X	X	X	X	X	X			Large scale primary data resource of about 10,000 odonates from museums and insectaries in Nigeria will be established by uploading digitized specimens on GBIF portal as well as cleaned data set with complete Geo references
Data Publication					X	X	X	X	X	X	X	X	X	X	X	Links to published data will be easily accessible.
Stakeholders end of project Meeting															X	
Insect Species Protection and Red Listing														X	X	IUCN Red list index
Conservation of protected areas with respect to insect diversity														X	X	Draft Bill in process.





Evaluation period start date and end date (dd/mm/yy)				
Activity	1	2	3	Notes
Final financial and narrative reporting		X	X	

4.1. Explanatory notes:

No adjustment was made to the timeline.



This programme is funded by the [European Union](#)

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.

There is a smooth and cordial relationship between our project partners including the Lagos state Ministry of environment. We have had two meetings. We have visited a museum and have started the digitization exercise already

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, how far has your BID project been able to build upon/complement the previous project(s) ?

Not applicable

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?

Everything used for the training had BID and GBIF written as sponsors.

Short summary

The BID project has been published in newspaper media, already in UNILAG website; over 47 participants from nine Universities across the country attended the data mobilization training. The training was promoted in UNILAG radio for two weeks before and during the workshop.

Sources of verification

<https://unilag.edu.ng/unilag-hosts-3-day-workshop-on-digitisation-and-mobilisation-of-biological-data/>

stickers, rolled up stand about the workshop is placed at the Research and innovation center of the University of Lagos.

6.2. Visibility of the EU contribution

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

Short summary

At every meeting, on the flyers, banners, backdrops and during every presentation, the participants and the populace were told that the project was sponsored by BID under GBIF

Moreover, the letters sent to participants, certificate of attendance given to participants all had the logos of GBIF and BID on them- saying the sponsors are BID under GBIF

Sources of verification

Pictures of banners, backdrop, stickers and website to check are attached





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Signature _____

Name of the contact person for the BID Project: Dr Kehinde Kemabonta

Date report sent by email in Word format to bid@gbif.org for pre-approval: 16th February, 2018

Date report sent by post to GBIF Secretariat: _____



This programme is funded by the [European Union](#)