BID Africa 1 – Small Grant Template
Final narrative report

Remember that all project activities <u>should be completed</u> within the implementation period of your project. The evaluation period must focus on final reporting and evaluation of your project.

Instructions

- Fill the template below with relevant information. If no result has been achieved on a specific point, **please indicate the reason of the delay and expected date of completion.** Use the information included in your project Full proposal (reproduced in annex III.a. 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 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 the link or sending a copy of the documents.

- This report must <u>first</u> be sent as a **Word document** to BID@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

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Template

1. Table of Contents

This programme is funded by the European Union

2. Project Information

2.1. Principal investigator and grant coordinator: Institution/network/agency name:
Makerere University Kampala

2.2. Principal investigator name and role:
Bulafu Collins Edward, lead project activities

2.3. BID proposal identifier: BID-AF2015-0139-SMA

2.4. Project title: Mobilizing plant biodiversity data in Uganda through training

2.5. Start date and end date of the reporting period: 01/01/2017 - 30/08/2017

2.6. Country(ies) in which the activities take place: Uganda

3. Overview of results

3.1. Executive summary

Give a short summary of the activities implemented and the outcomes of the project for the whole implementation period (no more than 500 words maximum).

The project mapped data holders targeting mainly curators at herbaria, scientists in Universities, including graduate students as well as biodiversity management and policy relevant institutions. The identified data holders were invited for a five day residential training. The training was aimed at equipping the data holders with practical skills and tools for data and data paper publishing.

Thirty one (31) persons were mapped and invited for the training. Only 18 persons responded to the invitations and attended the training. These acquired practical skills in data and data paper publishing. In addition one participant completed the online seminar series conducted by GBIF. It has not been possible to publish data so far on GBIF due to a number of unexpected reasons:

1. Huge number data gaps identified during training that needed to be fixed so as to bring them to required data standards;

2. Data release rights as some of the datasets cannot be published as some manuscripts are yet to be finalised.

3. Some data holders would not like coordinates of the actual records published especially for sensitive species such as endemic species etc.

3. Inactive IPT for Uganda.

The project leader continues to liaise with the data holders and will provide the necessary backstopping help for data publishing after this reporting period. Contact with data holders whose data await publication of manuscripts will be maintained at followed until

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December 2017. The GBIF country node manager is working round the clock to activate the IPT portal to enable publishing of the data. However, other data hosting institutions are will be explored. The National Planning Authority as a data user for policy was engaged and preliminary data on *Acacia* species discussed. The response was positive and that the data is required to provide updated information that can be incorporated into policy decision making particularly targeting natural resources conservation and management.

3.2. Progress against expected milestones:

Expected milestones/activities	Completed? Yes/No	Explanatory notes	Sources of verification
Completed capacity self-assessment questionnaire for data holding institutions (http://www.gbif.org/resource/82785)	Yes	The form was filled and sent to GBIF/BID and acknowledgement of reciept received (sent 02 August 2016)	Email confrimation copy
The instituton that will publish your data is registered with GBIF.org For registered data publishers see: http://www.gbif.org/publisher/search	NO	1. IPT not yet active 2. Node Manager Mr. Innocent Akampurira confirmed and participated in the training as well endorsed the project. 2. Follow up emails detailing the need for an active IPT have been sent and acknowledged.	http://www.gbif.org/publisher/search
The data users identified in the full proposal have documented their intended use of the mobilized data and provided early feedback	NO	National Planning Authority is waiting to access the data once published.	No data has been published yet although intial contact has been made and products of the project explained in detail
All mobilized data has been published to GBIF.org	NO	1. Large data gaps especially Coordinates in some of the data sets are yet to be completed in order to make the data fully compliant with the data standards. 3. Some of the data holders have not yet published the manuscripts thus holding onto the data until the manuscripts are published. 4. Some data holders did not attend the training and thus access to data is difficult. 1. IPT portal for UGABIF is not yet active. All efforts are	1. Emails correspondences with Node manager. 2. The project leader is actively following up with data holders and helping fill these gaps in anticipation that once complete the data will be published. This might take a minimum of four months after project end date.

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Expected milestones/activities	Completed? Yes/No	Explanatory notes	Sources of verification
		being made to resolve this issue. Other data hosting insititutions have been considered for publishing the data but we prefer that UGABIF be the priority institution to publish the data even after end of the project.	
All published data meet the minimum requirements outlined in the Data Quality Requirements available at http://bid.gbif.org/en/community/data-quality/	NO	The ideintified data is continually being edited to meet the minimum requirements outlined in the Data Quality Requirments.	No data has yet been published (draft data files in excel format)
The training outcomes of the project have been documented, including the number of people receiving certification through the BID Capacity Enhancement workshops, the number of people trained in nationally organized events, and the evaluation of the impacts of these training activities	Yes	Participants were awarded certificates after completion of the training	1. Photos and attendence register. 2. Nomination form
Final capacity self-assessments have been completed with sustainability plans	Yes	There is need to accelerate on some of the actions needed for full data digitisation and publishing	Form attached
All uses of the mobilized data have been documented	No	Since the data is not yet published, only preliminary contacts with persons at National Planning Authority have been made. Other data users will be contacted once the data is published	No data yet published.
Best practices and lessons learned have been documented	Yes	1. The project needed to sign MOU with data holders as a guarantee for sharing data. This is a big issue that is a stumbling block to this project. 2. Data holders are not confortable providing certain information (GPS coordinates) on medicinal plants or endemic and restricted plants . This is a	Discussions with data holders

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Expected milestones/activities	Completed? Yes/No	Explanatory notes	Sources of verification
		problem limiting data processing	

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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. We remind you that all deliverables should be completed at the time of drafting this report (end of implementation period). 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
Mapping of data holders	Identifying of data holders involved in research, monitoring and biodiveristy data management from various institutions in Uganda	Yes	NA	Photos and attendance lists
At least 30 persons trained in biodiversity data and data paper publishing	Train data holders with practical skills and tools for data and data paper publishing	Yes	NA	Photos and attendance lists
Over 30,000 records to made available via GBIF	Help trainees clean data to meet the minimum requirements outlined in the Data Quality Requirements	No	1. Data gaps not yet filled and on-going. 2. Some data holder did not attend training and thus are not in position to publish the data (data not accessible) 2. Data holders are yet to finish publishing manuscripts based on the data and are not yet comfortable handing over the data. 3. IPT portal for UGABIF not yet active. Node manager is helping with this issue.	NA
At least 10-15 data papers published in peer reviewed journal	Provide assistance to trainees so as to enable them complete data papers	No	The associated data as not been yet published, editing of fields still on-going	NA although one draft data paper on Acacia is fairly advanced.
A network of data publishesr established	A database of trainees	Yes	NA	A list of trainees is available

	established			
Atleast three research institutions use published data	Share data with data users	No	Data is yet to published but some institutions have been approached and shown the type of data been mobilised and the potential use of the data explained to them.	NA
At least two conservation agencies use data for specie conservation	Share links to the d published to help agencies refocus species and ecosystem management	No	Data is yet to published but some institutions have been approached and shown the type of data been mobilised and the potential use of the data explained to them	NA

3.4. Datasets published on GBIF.org

If the dataset is not yet published, please indicate detailed explanation about causes of delays". Add as many rows as needed.

Dataset title	Publishing institution	DOI or URL/Planned hosting institution	Date/expected date of publication	Explanatory notes
Plant species in protected reserves	UWA/NFA	UGABIF.org	Unfeasible	1. Data can not be accessed as holders did not respond to the training invitation and thus clearance to publish data not yet given,
Afro-Alpine species	Makerere Herbarium	UGABIF.org	Unfeasible	1. Data not yet accessible 2. IPT not yet active
Invasive species in protected areas and in the country	NARO	UGABIF.org	Unfeasible	1. Data can not be accessed as holders did not respond the training invitation and thus clearance to publish data not yet given

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Inventory data from PhD studies and Biodiversity research targeting species of economic potential	1. Makerere University 2. Busitema University 3. Islamic Univeristy in Uganda	UGABIF.org	Four months	Some of the manuscripts not yet completed and published thus delaying release of data for publication via the project.
Herbarium collections	Makerere University	UGABIF.org	Unfeasible	Acanthaceae data is yet to be completed populating the fields as well as manuscript preparation.
Endemic species	Makerere University	UGABIF.org	4 months	Some datat field are missing
Medicinal plants	1. Makerere University 2. Mbarara University of Science and Technology 3. Ndejje University 4. Mountain of the Moons University	UGABIF.org		Some of the manuscripts not yet completed and published thus delaying release of data for publication via the project

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
Invasive species in protected areas and in the country	NARO/NEMA/NFA	Map occurrence and distribution of invasive species in the country protected areas systems	2018-2022	NA-personal discussion	This is planned activity once the data is published
Endemic species	PMB	1. Map occurrence and distribution of endemic species. 2. Carry out species change over time 3. Carry out ENM for the species in the face of climate change	2018-2020	Personal discussions	This is planned activity once the data is published
Medicinal plants	TORO BOTANICAL GARDEN	Increasing usage and promotion as well mapping distribution and stocks	NA	On-going discussion	Planned for 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
NA	NA	NA	NA	NA

4. Implementation of BID project activities

Refer to section 2.2 "Deliverables, activities and reporting criteria" in your BID full proposal. Provide updates on each of the activities using the reporting criteria and other sources of verification as appropriate.
Sources of verification are for example links to relevant digital document, news, newsletter, brochures, copies of agreements with data holding institutions, workshop related documents, pictures, etc.

4.1. Goal 1: Increase available biodiversity data, within and beyond the grant period

Activity 1 name: Data holder mapping

Please use same activity name as the one given in section 2.2 "Deliverables, activities and reporting criteria" in your BID full proposal.

Description of any implementation during the reporting period

Identity an array of stakeholders (biologists, life scientists, consultants and private sector practitioners) who are actively involved in research, monitoring and managing biodiversity data from various institutions in Uganda that hold data ready to be shared or prepared into data papers for publication. Scientists with species occurrence, sample based data will be the primary focus.

Sources of verification

Names of identified biologists/scientists/private sector practitioners and consultants

Activity 2 name: Training and capacity enhancement

Description of any implementation during the reporting period

Train data holders with practical skills and tools for data publishing and data paper publishing. Training will take place over four days following the program attached as annex 1.

Sources of verification

Attendance lists and photos, sample draft data papers etc.

Activity 3 name: Data preparation for sharing /uploading

Description of any implementation during the reporting period

Provide technical backstopping to trainees so as to enable them complete data publishing on GBIF

Sources of verification

Availability of data through GBIF, Established data sharing agreements. This is not yet done due IPT issues that are yet to be resolved.

Activity 4 name: Data paper preparation for publication

Description of any implementation during the reporting period

Provide technical backstopping to trained persons to enable them publish the data they hold

Sources of verification

Data papers published through peer reviewed journals. Still in draft form and not yet published

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Activity 5 name: network of data publishers

Description of any implementation during the reporting period

Create a database of all trainees so as to continue interest, and data publishing. This will be hosted on the UGABIF website

Sources of verification

Active network of data publishers

[Add as many activities as given in your full proposal under "Deliverables, activities and reporting criteria" for goal 1]

4.2. Goal 2: Apply biodiversity data in response to conservation priorities

Activity 1 name: data re-use

Description of any implementation during the reporting period

Share data with research institutions to refocus research on data deficient species e.g. herbarium expeditions

Sources of verification

Citations of data in project and reports

Activity 2 name: data re-use

Description of any implementation during the reporting period

Share data with conservation agencies to refocus species and ecosystem management strategies

Sources of verification

Use of mobilised data in species and ecosystem management

[Add as many activities as given in your full proposal under "Deliverables, activities and reporting criteria" for goal 2]

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5. 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 5.1 'Explanatory Notes'.

Implementation period (maximum 12 months, starting 1 June 2016 at the earliest)																									
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	16	17	18	19	20	21	22	23	24	**Notes**
Data holder mapping	x	X																							Completed
Training and capacity enhancement for data paper publishing and data papers			X																						Completed
Technical support to data holders for Data sets publishing and data paper publication				x	x	x	x	x	x	x	x	X	x	x	x	x									On-going as most the data is not yet ready to be published
Establishment of Network of publishers and web portal												X													Draft Data base is available in an excel format
Mid-term evaluation & reporting						X																			Completed
Final financial and narrative reporting												x													This report

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<BID project id>   <Start and end date of the reporting period>

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Evaluation period (maximum 6 months, ending 31 December 2017 at the latest)							
Evaluation period start date and end date (dd/mm/yy)							
Activity	1	2	3	4	5	6	Notes
Evaluation	x	x	x	X		x	Will done once data is published
Communication to stakeholders				X	x		Will be done once data is published

5.1. Explanatory notes:

Data has not been published due to a number of reasons:

1. Some graduate students data holders have not yet published manuscripts based on the data and thus these cannot be provided to me to publish. I remain in contact with data holders as some gaps need to be filled to bring the data required GBIF standards.

2. Some data still lack GPS points, scientific names validation and verification and populating this is taking longer than expected due to data holder having other engagements. Some of this data is expected to be ready in four months time.

4. UGABIF IPT is not yet active. The node manager is in contact with GBIF secretariat for technical assistance in this regard.

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6. Sustainability plans

Explain the approach that will be taken to ensure the sustainability of the project's results after the end of your project (500 words maximum)

The data mobilized will be uploaded on the UGABIF/GBIF portal. Periodic updates will be done through the contact persons every two years. All PhD Students and researchers/biologists who conduct research on plants will be encouraged to prepare data papers after publishing the manuscripts from their research, through seminars and workshops conducted regularly as part of the University curriculum as a way of further enhancing human resource capacity. Furthermore, a short course covering data publishing and the data paper concept will be incorporated in the curriculum and conducted every second semester of every academic year to ensure that all future researchers are aware of their importance and benefits. A network of data holders will be established and expanded to continue providing data to GBIF with the project leader providing the needed backstopping after the project ends. A web based plat form aimed at providing information necessary for successful data and data paper publishing complete with FAQ will be created and hosted by the national GBIF node (UGABIF). The site will provide an effective communication strategy and awareness campaign detailing the availability of data, continued use of the data by decision makers and conservation managers will continue. This also has an advantage as it will strengthen the National GBIF node and increase its visibility and usability. It is also hoped that the concept of training the trainers will be crucial in long term sustainability of the project. The team leader will also continue in grant proposal development aimed building capacity to ensure fitness for use and data and data paper publishing.

7. Beneficiaries/affiliated entities and other cooperation

7.1. 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.

7.2. 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) ?

NA

8. Visibility

Please refer to the [BID guidelines](#)

8.1. Visibility of the BID project

How is the visibility of your BID project being ensured?

Short summary

I am going to produce a poster to be pinned at the University and distributed at the data users identified by the project to increase visibility.

Sources of verification-Will upload the poster on the College Website as well as on my social media accout (facebook)

8.2. Visibility of the EU contribution

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

Short summary

All material produced for distribution willl have full acknowledgment of EU as the funders of the project and project materials. The EU flag will be clearly added to the materials produced.

Sources of verification-NA

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: _____