BID GBIF | Global Biodiversity Information Facility

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 underline direct link or sending a copy of the documents

- This report must first 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

....

1. Table of Contents

2. Project Information

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

National Fisheries Resources Research Institute (NaFIRRI)

2.2. Principal investigator name and role:

Vianny Natugonza, Coordinating the implementation of project activities

2.3. BID proposal identifier:

BID-AF2017-0206-SMA

2.4. Project title:

Increasing capacity for conservation of threatened fish species through data mobilization and training

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

01st October 2017—31st November 2018

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 reporting period (500 words maximum).

The project team introduced the project to all staff at the implementing institution, NaFIRRI, and this was also an official launch of the project. This led to increased awareness of the project goal and different scientists are now contributing data. A video associated with the launch can be found at https://labanmusinguzi.com/2017/10/13/new-funding-to-increase-capacity-for-conservation-of-threatened-fish-species-in-uganda/ (or directly from YouTube at https://www.youtube.com/watch?time_continue=12&v=Bq8LZH-pJ9k), while selected photos of the project launch can be viewed directly at https://www.dropbox.com/s/g0jo46jp5mk8irk/Selected_photos_and_captions.zip?dl=0 .

A representative of the project team, Laban Musinguzi, attended a training workshop on capacity building for biodiversity data mobilization organised by GBIF at the South African Biodiversity Institute, Capetown, South Africa, and is awaiting certification from the training workshop after 21st January 2018. The training introduced us to GBIF data templates and tools for data cleaning, formatting and publishing, which are being used in data mobilising. Practical demonstration of these tools was done with the project team immediately after the training, while more knowledge sharing activities are planned during the capacity building workshop in February/March 2018.

To ensure that mobilized data directly benefits policy makers, a data needs survey was conducted to assess user—specific needs for fish biodiversity data. This was important; first, in increasing visibility of the project amongst different stakeholders who will finally use the data; and second, to design formats for mobilizing data and presenting to the users. A report on the assessment of user needs of fish biodiversity data and mapping of fish biodiversity data holders in Uganda can be found at https://labanmusinguzi.com/2018/01/15/report-fish-biodiversity-data-users-and-data-holders-in-uganda/

The project team also conducted a data mapping exercise to identify data holding institutions, and also market the project objectives and goal. A total of 10 potential data holding institutions have so far been visited, identifying five institutions and some individuals with data. These will be further engaged during the external data mobilization phase of the project. The associated report is found at https://labanmusinguzi.com/2018/01/15/report-fish-biodiversity-data-users-and-data-holders-in-uganda/

The project team has also started mobilising data, and 3000 occurrences data on fish observations in Uganda's aquatic systems have so far been mobilised, but data is yet to be cleaned and published. Photos of work in progress can be found at https://www.dropbox.com/s/cdxuytcw0v3596v/BID-AF2017-0206-SMA_inhouse_demonstrations_by_CE_workshop_trainee_and_digitization_of_data_from_field_reports_in_progress.zip?dl=0

< BID-AF 2017-0206-SMA >   <1st October 2017 to 31st January 2018 >

BID   **GBIF**

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 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)	Yes		The completed questionnaire was sent by email to the BID team
At least one data publishing institution is registered with GBIF.org Guidelines to become a publisher: https://www.gbif.org/become-a-publisher	Yes	We have registered NaFIRRI as a publisher, with enodrsement from GBIF Uganda node	https://www.gbif.org/publisher/4f3d98d3-f69a-4929-9291-6c35340b6711
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	Yes	A representative of the project team attended a training workshop, but the certification process will end on 21st January 2017, and certificate has not been issued	BID 2017 capacity enhancement workshop records
Knowledge dissemination activities have been scheduled following the BID Capacity Enhancement workshop on Data Mobilization	Yes	The CE trainee has held in-house demonstrations with the data mobilisation team, while wider capacity enhancement seminars including all data holders will take place in February and March 2018	https://www.dropbox.com/s/cdxuytcw0v3596v/BID-AF2017-0206-SMA_inhouse_demonstrations_by_CE_workshop_trainee_and_digitization_of_data_from_field_reports_in_progress.zip?dl=0

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
Data on at least 10,000	Data needs assessment	Yes		Report found at https://labanmusinguzi.com/2018/01/15/report-fish-

This programme is funded by the European Union

records of fish species collections mobilised				biodiversity-data-users-and-data-holders-in-uganda/
	Data mapping	Yes	The first phase of data mapping has been completed, but this is expected to continue as more data holders are identified	Report found at https://labanmusinguzi.com/2018/01/15/report-fish-biodiversity-data-users-and-data-holders-in-uganda/
	Database design	No	Following the capacity enhancement workshop in South Africa, we have realized that (i) the money previously allocated cannot be enough to develop and maintain a database, and (ii) we can utilize open access data bases for handling our biodiversity data such as specify (http://www.sustain.specifysoftware.org/). After seeking approval from GBIF, we have relocated the funds to purchase specimen bottles, fixatives and preservatives	Email correspondences with GBIF cordinating team
	Data mobilisation	No	3000 occurrences data on fish observations in Uganda's aquatic systems have been mobilised during this period, but the data is yet to be formatted for publishing	Photos of project team digitising data from hard copy files https://www.dropbox.com/s/cdxuytcw0v3596v/BID-AF2017-0206-SMA_inhouse_demonstrations_by_CE_workshop_trainee_and_digitization_of_data_from_field_reports_in_progress.zip?dl=0
	Populate database	No	Same as database design	
Skills and capacity in data publishing and sharing enhanced	Trainee identification and selection	No	This activity was planned to be undertaken in February/March 2018 when susbtantial data records have been mobilised and ready to be formatted and published	
	Training and capacity enhancement for data mobilisation, management and publishing	No		
Formatted datasets of	Data formatting and publishing	No	Data that has been mobilised so far is not yet fully formated, but	

BID　　　　　　　　　　　　　　　　　　　GBIF

fish records published on GBIF and UgaBIF websites			this will be done in February—March 2018	
Increased awareness of biodiversity data and use in policy decisions	Preparation of dissemination packages	No	This will be done after publishing the first dataset	
	Stakeholder engagement and production of a policy brief	No	Many statkeholders in policy planning were introduced to the project during data needs survey, and they were specific on the type of data that they need urgently and the format	Data needs survey report found at https://labanmusinguzi.com/2018/01/15/report-fish-biodiversity-data-users-and-data-holders-in-uganda/

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" 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
Fish distribution and occurrence in Uganda	NaFIRRI	GBIF France	April 2018	Data mobilisation is ongoing
Fish Biodiversity Data for Uganda	NaFIRRI	GBIF France	August 2018	Data mobilisation is ongoing

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
National biodiversity data bank. Observation records, 1900-2014. DOI10.15468/dl.jkmhyd	NaFIRRI	Examining occurrence records which have already been published	2018	GBIF data download records	Some fish occurrence records of Albertine rift have already

		so as not to repeat them in our planned data mobilisation			been published and effort will be made not to repeat them
Fish distribution and occurrence in Uganda	Makerere University, Ministries (in charge of water, environment, wildlife, and fish), Uganda Wild Life Authority; and Research Institutions	Production of a comprehensive fish biodiversity report, Formulation of Conservation policies, Monitoring and protection critical habitats of fish, Surveillance of endemic and threatened fish species, and Education and training	2018		Makerere University will produce comprehensive fish biodiversity report, which will be incorporated in the state of National biodiversity report released biennially
Fish Biodiversity Data for Uganda	Makerere University, Ministries (in charge of water, environment, wildlife, and fish), Uganda Wild Life Authority; and Research Institutions	Conservation policies, Monitoring and protection critical habitats of fish, Surveillance of endemic and threatened fish species, and Education and training	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
Icreasing	NaFIRRI	20th	26	Link to signed attendence list (https://www.dropbox.com/s/slldoudzbm6eq

BID   **GBIF**

capacity for conservation of threatened species in Uganda: Project Launch		October 2017		1u/NaFIRRI-logo%20large.png?dl=0) Link to photos https://www.dropbox.com/s/g0jo46jp5mk8irk/Selected_photos_and_captions.zip?dl=0 Link to video https://labanmusinguzi.com/2017/10/13/new-funding-to-increase-capacity-for-conservation-of-threatened-fish-species-in-uganda/

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'.00000

Implementation period start date and end date (dd/mm/yy) **Start date:** 01/10/2017 **End date:** 31/11/2018																
Activity	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	**Notes**
Early Progress evaluation & reporting			X	X												Completed
Mid-term evaluation & reporting							X	X								
BID Capacity Enhancement workshop – Data mobilization and publication (Online training - Participation is mandatory)			X													Attended a CE workshop, and the certification process will end on 21st January 2017
BID Capacity Enhancement workshop – Data use (Online training - Participation is mandatory)				X												The project participant has already been nominated and sent to BID team
Data needs assessment	X	X		X												Completed
Data mapping		X														The first phase of data mapping has been completed, but this is expected to continue as more data holders are identified through the network that is being created
Database development																This activity, following from BID capacity enhancement workshop, and through consultations with GBIF team, has been removed and all datasets will be published through GBIF and other open access data bases such as SPECIFY (http://www.sustain.specifysoftware.org/)
Data mobilisation			X	X	X	X	X	X	X	X						This activity is on track with very good progress as more than 3000 occurrences data on fish observations in Uganda's

Activity	1	2	3	4	5	6	7	8	9	10	11	12	13	Notes
														aquatic systems have been mobilised during this period, although the data is yet to be formatted for publishing
Populate database														See explanation for database development above
Trainee identification and selection				X										This activity has been moved one month earlier in order to have sufficient time for data publishing before the mid-term reporting
Training and capacity enhancement for handling collection, data management and data paper publishing				X										The training will take about 4 days, but there will be follow up activities to enable participants prepare some datasets for publishing
Data formatting and publishing				X	X	X								This activity has been moved backwards to begin three months earlier than previously planned
Preparation of dissemination packages										X	X	X		
Stakeholder engagement and production of a policy brief	X	X	X	X	X	X	X	X	X	X	X	X	X	This activity has also been moved backwards and spread throughout the whole period of project (as opposed to single events earlier planned) as stakeholder engagement is continuous

Evaluation period start date and end date (dd/mm/yy) Start date: 01/12/2018 End date: 28/02/2019				
Activity	1	2	3	**Notes**
Final financial and narrative reporting		X	X	
All mobilised data published on GBIF website	X			
Communication of results to stakeholders		X		
Final project evaluation			X	

4.1. Explanatory notes:

Due to some unanticipated (but minor issues), as well as lessons learned and experiences gained from the capacity enhancement workshop), some activities have been moved backwards (to begin earlier than previously planned in the proposal) while other activities have been postponed as indicated in the table with the affected cells highlighted in yellow. These activities include:

- **Data needs assessment**: Data needs assessment was rescheduled and extended to coincide with workshops organised by a related bigger project which was used as an opportunity to interface with a wider group of stakeholders

- **Database development and populating the database:** Following the BID—funded capacity enhancement workshop in South Africa, which was attended by the collaborator incharge of data mobilisation and publishing, we realized that we can utilize open access data bases for handling our biodiversity data such as specify (http://www.sustain.specifysoftware.org/) since the budget that previously allocated cannot be sufficient to design, develop, and maintain a good database. This activity has therefore been removed, with permision from GBIF, and all the data will initially be published through GBIF. With approval from GBIF, we have relocated the funds to purchase specimen bottles, fixatives, and preservatives.

- **Training and capacity enhancement for handling collection, data management and data paper publishing:** This activity has been moved one month earlier in order to have sufficient time for publishing at least one dataset before the mid-term reporting

- **Data formatting and publishing:** This activity has also been moved backwards to begin three months earlier than previously planned since we are required to publish at least one dataset before mid-term reporting due in May 2018

- **Stakeholder engagement and production of a policy brief**: This activity has been moved backwards, and spread throughout the whole period of project so as to get more stakeholders involved in the project, as well increase the visibility of the project, which is better than single events that were previously planned in the proposal.

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.

The project coordinating team has so far had a very good working relationship with the collaborators. All decisions to be taken are communicated in time and agreed upon by all collaborators.

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) ?

Our project is close collaboration with a wider national project entitled "CONNECT project: Mainstreaming Biodiversity Information into the Heart of Government Decision". This $5 million project is being implemented at the National Environmental Management Authority (NEMA), Uganda. A member from our project team, who leads the component of data mobilization and publishing, was invited to be part of the Expert Working Group (EWG), and made a presentation about our project to a wider stakeholder audience (most of whom are policy makers) during the EWG meetings. NEMA is excited about using the data upon completion in assessing development projects before licensing operations. We have been offered an opportunity by the National Biodiversity Data Bank which produces the national biodiversity status report to prepare a chapter on fish biodiversity for the next status report.

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 was introduced to scientists at the implementing institution during a launch. The project has used a blog, with links to social media to help disseminate news about the project. The data mapping and user needs assessment have been also an opportunity to increase visibility of the project among relevant institutions.

Sources of verification

https://labanmusinguzi.com/2017/10/13/new-funding-to-increase-capacity-for-conservation-of-threatened-fish-species-in-uganda/

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

Short summary

Since the EU logo was provided, the visibility of EU contribution is ensured through the use of EU logo, whenever a presentation about the project is made, and proper

acknowledgement of EU in every document produced by the project and during stakeholder engagements.

Sources of verification

A video associated with the launch of the project features the EU logo (see video at https://labanmusinguzi.com/2017/10/13/new-funding-to-increase-capacity-for-conservation-of-threatened-fish-species-in-uganda/).

A project activity report features the EU logo, hyperlinks the European Union on first mention and acknowledges the EU (see report at https://labanmusinguzi.com/2018/01/15/report-fish-biodiversity-data-users-and-data-holders-in-uganda/

⋯⋯⋯

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: _____