BID Africa 1 – National 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"
- 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.
- 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

2. Project Description

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

National Flora Center (CNF), University Felix HOUPHOUËT-BOIGNY

2.2. Main contact person and role:

Joseph Ipou IPOU, Project Coordinator, Director of the National Flora Centre

This programme is funded by the European Union

2.3. BID proposal identifier:

BID-AF2015-0025-NAC

2.4. Project title:

Evaluation and development of a funding mechanism and efficient management of data on plant biodiversity in Côte d'Ivoire (Ivory Coast)

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

1 June 2016- 30 October 2016

2.6. Country in which the activities take place:

Côte d'Ivoire (Ivory Coast)

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 (no more than ½ page)

After the first funds allocation on June 13, 2016, the project activities were started from July 2016. Accordingly, a semestral activities plan, from July to December 2016, was developed, including preliminary activities, project launch, inventory of bio-floristic data holding structures and stakeholders training. Thus, three meetings between partners on framing and reframing took place to validate the first semestral activities. Subsequently, the material was acquired to start the first activities. The launching workshop was organized. Furthermore, a representative of the project attended a capacity building workshop on mobilizing biodiversity data organized by GBIF. Data Cleanup and digitization activities has begun.

3.2. Progress against expected milestones:

Expected milestones/activities	Completed? Yes/No	Explanatory notes	Sources of verification
Completed capacity self-assessment questionnaire for national biodiversity information facilities (www.gbif.org/resource/82277).	Yes	Currently, Côte d'Ivoire does not have a node. Actions are undertaken to approach university and departmental authorities for the accession of the Ivory Coast to GBIF.	BID@gbif.org
At least three national data publishing institutions are registered with GBIF.org For registered data publishers see: http://www.gbif.org/publisher/search	Yes	CNF, IBAAN and UJLOG are registered	www.gbif.org/publishing-data/request-endorsement#/eoi/submitted
At least one person from the project team has completed the certification process following the first BID Capacity Enhancement workshop	Yes		First BID Capacity Enhancement Workshop, Kigali, Rwanda

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Knowledge dissemination activities have been scheduled following the first BID Capacity Enhancement workshop	No	In préparationin	

3.3. Datasets published on GBIF.org

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
Herbarium Occurences CNF	CNF	CNF	31 May 2017	Any available data will be completed, clean up and standardized according to GBIF, before any publication
Herbarium Occurences CSRS	CSRS	CNF	31 May 2017	Any available data will be completed, clean up and standardized according to GBIF, before any publication
Herbarium Occurences IBAAN	IBAAN	CNF	31 May 2017	Any available data will be completed, clean up and standardized according to GBIF, before any publication
Herbarium Occurences UJLOG	UJLOG	CNF	31 May 2017	Any available data will be completed, clean up and standardized according to GBIF, before any publication
Herbarium occurrences in structures holding data	CNF	CNF	31 December 2017	Surveys to obtain data have not yet started.

3.4. 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. 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 with special status	Botanists, researchers, students	Diversity, density, mode of operation and location of species	End 2017	report	
Valuation of species of interest	Researchers, Botanists, students	Diversity, density, mode of operation and location of species	End 2017	report	

3.5. 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
Meeting	CNF/UJLOG/CSRS/IBAAN	16 June 2016	06 persons	Meeting report
Meeting	CNF/UJLOG/CSRS/IBAAN	9 July 2016	6 persons	Meeting report
Meeting	CNF/UJLOG/CSRS/IBAAN	27 July 2016	04 persons	Meeting report
Project launching workshop	CNF/UJLOG/CSRS/IBAAN	17 August 2016	42 persons	Workshop report
Capacity Building Workshop in BID-Mobilization data on Biodiversity	GBIF	22-25 August 2016	23 persons	Mission report
Meeting of GBIF projects Coordinators in Côte d'Ivoire with the Research DG of Côte d'Ivoire	CNF/UNA	28 September 2016	03 persons	Report
Visit of herbarium of IBAAN	CNF/UJLOG/CSRS/IBAAN	11 October 2016	03 persons	Visit report
consortium / CSRS meeting	CNF/UJLOG/CSRS/IBAAN	20 October 2016	04 persons	Report
Visit of herbarium of CSRS	CNF/UJLOG/CSRS/IBAAN	25 October 2016	06 persons	Photos

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: Establish or strengten national biodiversity information facility

Activity 1 name: Establishment of a partnership

Description of any implementation during the reporting period

The preliminary phase of partnership establishment in the project involved an invitation of 27 structures susceptible to have floristic data, during the project launching workshop. During the workshop held on August 17, the project was presented both in plenary and in committee sessions. The reflections undertaken with structures included two major axes. The first concerned the capitalization and dissemination strategies of floristic data. The second was on the efficient management strategies of floristic data. A listing of investigation, addressed to the structures holding data, has previously been developed to identify the information to be collected from them

Sources of verification

TDR workshop, invitation letter, workshop report, survey sheet, photos

Activity 2 name: Training in bio-floristic data requirements

Description of any implementation during the reporting period

BID Capacity Building Workshop on data mobilization on biodiversity was held for a week in Kigali, Rwanda. Started on 22 August, it ended August 25, 2016. During the workshop, several training modules were taught including planning a digitization project, the digitization of biodiversity data, treatment, shaping and processing of data and the publication of data with the Integrated publishing Toolkit (IPT)..

Sources of verification

Invitation letter to the workshop, brochure, photos, mission report

Activity 3 name: Training in the drafting of a policy brief

Description of any implementation during the reporting period

Activity to begin in the second semester.

Sources of verification

Project activities timing.

Activity 4 name: Drafting of policy brief

Description of any implementation during the reporting period

Activity to begin in the second semester.

This programme is funded by the European Union

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Sources of verification

Project activitiies timing.

4.2. Goal 2: Increase available biodiversity data, within and beyond the grant period

Activity 1 name: Inventory of plant species

Description of any implementation during the reporting period

This activity will start in the second semester

Sources of verification

Project activities timing

Activity 2 name: Inventory and digitization of herbarium plants

Description of any implementation during the reporting period

This activity started with the herbaria of the National Centre of Floristic (CNF) and the Botanical Institute Ake-Assi of Andokoi (IBAAN). In the CNF, an audit of the herbarium was realized. Thus, all mounted herbarium units were cleaned and all information (recording date, family, cabinet number, column, row, sheet number, name of the species, number of specimen, state, phenology, location of collection, harvest date, name of the collector and harvesting number) on all herbarium labels have been recorded using Microsoft Excel. This activity has resulted in a raw database of the samples number of the herbarium. At IBAAN, non-mounted samples in newspapers papers were cleaned, processed and sorted out to keep only those in good condition. The selected specimens were disinfected to avoid insect damage or mold with disinfectant and placed in herbaria papers for their storage. The information on herbarium labels were also recorded with Microsoft Excel to create the raw database of this herbarium. These activities will continue at the herbarium of the Swiss Centre for Scientific Research (CSRS) and University Jean Lorougnon Guédé (UJLoG) for the second semester.

Sources of verification

Report

Activity 3 name: Creation of floristic database

Description of any implementation during the reporting period

This activity will start during the second semester.

Sources of verification

Project activities timing.

Activity 4 name: Drafting of data papers

Description of any implementation during the reporting period

This activity will start during the second semester

Sources of verification

Project activities timing

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

4.3. Goal 3: Apply biodversity data in response to naional priorities

Activity 1 name: Training in and management of the mobilization of data

Description of any implementation during the reporting period

This activity will start during the second semester

Sources of verification

Project activities timing.

Activity 2 name: Inventories of structures

Description of any implementation during the reporting period

After different meetings between project partners, 27 structures were identified. By mail, these structures were invited to the project launching workshop to be informed about this. The inventory will continue during the second half with the investigation that will be conducted in these structures.

Sources of verification

Invitation letter, TDR workshop

Activity 3 name: Creation of platforms

Description of any implementation during the reporting period

This activity will start during the second semester

Sources of verification

Project activities timing.

Activity 4 name: Writing and posting of reports

Description of any implementation during the reporting period

Three meeting , one workshop report and one mission report were written. 3 reports of partners' visits were made.
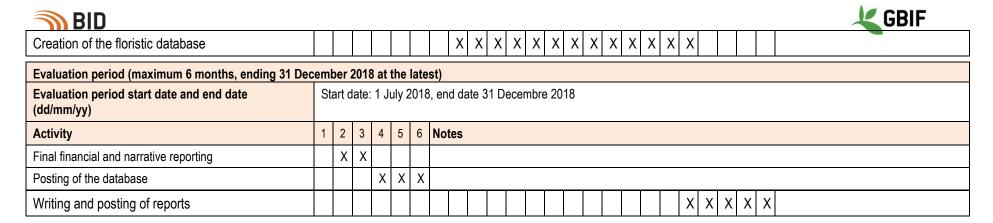
Sources of verification

Reports

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 24 months, starting 1 June 2016 at the earliest)																									
Implementation period start date and end date (dd/mm/yy)	Startdate: 1 June 2016; end date: 30 June 2018																								
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**
BID Capacity Enhancement workshop 1			X	X																					
6-month progress analysis						X						X						X						X	
Mid-term evaluation & reporting											X	X											X	X	
Inventory of structures				X	X	X	X																		
Establishment of partnership							X	X																	
Training with respect to biological/floristic data requirements								X	X																
Platform creation									X	X															
Training and management for the mobilization of data											X														
Drafting of data papers							X						X						X						
Drafting of policy briefs								X						X						X					
Inventory of available plant species							X	X	X	X	X	X	X	X	X	X	X	X							
Inventory and digitization of herbarium							X	X	X	X	X	X	X	X	X	X	X	X							

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| Creation of the floristic database | | | | | | | X | X | X | X | X | X | X | X | X | X | X | X | | | | |

Evaluation period (maximum 6 months, ending 31 December 2018 at the latest)								
Evaluation period start date and end date (dd/mm/yy)	Start date: 1 July 2018, end date 31 Decembre 2018							
Activity	1	2	3	4	5	6	**Notes**	
Final financial and narrative reporting		X	X					
Posting of the database				X	X	X		
Writing and posting of reports								X X X X X

5.1. Explanatory notes:

6. Beneficiaries/affiliated entities and other cooperation

6.1. Relationship with project partners

All the project partners (CNF, CSRS, UJLOG, IBAAN) contribute actively to the achievement of the project's objectives. Thus, for all scheduled activities, the leader of each partner structure is informed, through letter, call, mails, or SMS, to take the appropriate action(s). Several meetings have been organized between partners (structures) to correctly, as much as possible, direct the activities. Field visits have been organized in 3 out of 4 partner's structures, in the view to better understand the state or conditions of each state.

6.2. Links to other projects and actions

The coordinators of the two GBIF projects in Côte d'Ivoire, regularly, exchange in order to mutualize their efforts to succeed in both projects. Furthermore, after the workshop of Kigali, some contacts have been linked, firstly, between our working group members, and secondly between some members of invited groups. For this reason, mails are regularly exchanged with these contacts. The node of Benin, as well as, the responsible persons of GBIF in charge of the nodes assist us in the steps to establish the node of Côte d'Ivoire.

7. Visibility

Please refer to the BID guidelines.

7.1. Visibility of the BID project

How is the visibility of your BID project being ensured?

Short summary

The website is under construction, the launch activity was posted on the project page of the consortium.

Sources of verification

www.gbif.org/event/82819

7.2. Visibility of the EU contribution

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

Short summary

 For all activities undertaken, references to donors (EU) are made through their logo and effigies

Sources of verification

Logo, flyders, banderoles, photos