



BID Africa 1 – National Grant Template

Mid Term 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.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 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:

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 Center

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:

31 October 2016 - 31 August 2017

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 (500 words maximum)

For the second quarter, according to the established timetable, several activities were carried out. Firstly, a meeting to validate the chronogram was held with partners at the Jean Lorougnon Guédé University, in Daloa, Côte d'Ivoire. Two capacity-building missions were accomplished, one in Benin Republic and the other one in Paris, France. Three workshops, one for restitution and two for training, were organized for partners and data holders. Surveys were conducted in five cities of Ivory Coast (Abidjan, Yamoussoukro, Daloa, Bouake and Korhogo). Digitization activities are on-going within the different herbaria of the project partners. Also, 1603 occurrence data from the CNF samples were published. During this period, documents related to biofloristic activities (reference documents) were ordered to reinforce the libraries of partner structures.

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		BID@GBIF.org
At least three national data publishing institutions are	Yes	CNF, IBAAN, UJLO	www.gbif.org/publishing-data/request-endorsement#/eoi/submitted



registered with GBIF.org For registered data publishers see: http://www.gbif.org/publisher/search		G and CSRS are registered	
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
Knowledge dissemination activities have been scheduled following the first BID Capacity Enhancement workshop	YES		www.cnf-ufhb.ci
At least one dataset has been published to GBIF.org	YES		The published Dataset: https://doi.org/10.15468/jck3cq The publishers: https://www.gbif.org/occurrence/datasets?collection_code=ucj&institution_code=cnfufhb&publishing_country=CI&advanced=1
The data users identified in the full proposal have documented their intended use of the mobilized data and provided early feedback	YES		www.cnf-ufhb.ci

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
The number of partnership agreements signed between the actors	Workshop	NO		



involved in biodiversity research				
The number of actors trained in biofloristic data requirements	Workshop	Yes		www.cnf-ufhb
The number of researchers trained in the drafting of an editorial policy brief for the valuation of research work	Workshop	Yes		www.cnf-ufhb
The number of policy briefs prepared	Workshop	YES		www.cnf-ufhb.ci
The number of plant species and their status	Data processing	YES	Data collection continues	www.cnf-ufhb.ci
The number of plant specimens in the herbarium of the CNF	Data processing	YES		www.cnf-ufhb.ci
The national floristic database		NO	Partnership not yet established and the basis is under development	
Number of data papers	Workshop	YES	A data paper project developed after the data publication is available	www.gbif.org
The number of partners trained by the BID in the mobilization and management of data	Workshop	YES		www.cnf-ufhb.ci
The number of structures holding biodiversity data	Surveys	YES		www.cnf-ufhb.ci
The platform of decision-makers and researchers is functional	Workshop	NO		
Reports of workshops on the promotion of the use of freely accessible biodiversity data	Reports	NO	See timetable	



3.4. 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
Diversity from a list of occurrences of species belonging to some families of the Herbarium of the National Flora Center (CNF) in Côte d'Ivoire	National Flora Center (CNF)	Doi:10.15468/jck3cq		
Herbarium Occurrences CSRS	CSRS	CNF	End 2017	Any available data will be completed, clean up and standardized according to GBIF, before any publication
Herbarium Occurrences IBAAN	IBAAN	CNF	End 2017	Any available data will be completed, clean up and standardized according to GBIF, before any publication
Herbarium Occurrences UJLOG	UJLOG	CNF	End 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	Avril 2018	Any available data will be completed, clean up and standardized according to GBIF, before any publication



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 with special status	Botanist, 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	

3.6. 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
Training workshop on biodiversity data collection	UAC	28 Nov-02 Dec 2016	33	www.gbif.org
Cleaning and encoding activities of unmounted samples of the CNF herbarium	CNF	Feb – May 2017	5	Report
Visit of herbarium of UJLOG	CNF, IBAAN, UJLOG	01 March 2017	8	Report
Restitution and training workshop	CNF, IBAAN	28 – 31 March 2017	50	Report
Training mission in a reference herbarium	CNF, UJLOG, CSRS, IBAAN	15 June-15 July	1	Report
Mission on plant biodiversity data collection	CNF, UJLOG, CSRS, IBAAN	May – June 2017	10	Report
Training workshop on biofloristic data requirements	CNF, UJLOG, CSRS, IBAAN	22 August 2017	24	Report
Training workshop on writing of policy brief	CNF, UJLOG,	23 – 25 August	20	Report





and data paper	CSRS, IBAAN			
Ordering of teaching materials for the libraries equipment of the partners' structures	CNF, UJLOG, CSRS, IBAAN	August 2017	4	www.cnf-ufhb.ci

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. If no result has been achieved on a specific activity, please indicate it as "no result achieved yet" and indicate expected date of completion.

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 strengthen national biodiversity information facility

Activity 1 name: Establishment of a partnership

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

The two projects financed by the BID in Côte d'Ivoire (national project and regional project) co-organized, from 28-31 March 2017, a restitution workshop on the mobilization of biodiversity data. This workshop brought together 20 participants. During this training, the participants were first educated on the basics of computer-related biodiversity and planning of a digitization project. Subsequently, the digitization of biodiversity data and the processing, formatting and transformation of data were presented. Finally, the presentation of data publication with the IPT was discussed.

In addition, the structures participating in the launching workshop were invited to a second workshop on the requirements for the capitalization of biofloristic data. In total, representatives of 10 structures involved in the management of biofloristic database in Côte d'Ivoire were trained. Thus, during that training, there were three communications. The first dealt with the importance of meeting the requirements in terms of capitalizing biofloristic data. The second communication focused on the information to be taken into account when setting up biofloristic data bases. Concerning the third communication, it focused on the information to be collected at the places where biofloristic data are collected.

Sources of verification

TDR workshop, invitation letter, workshop report, photos.

Activity 2 name: Training in bio-floristic data requirements

Description of any implementation during the reporting period

The CNF participated in two capacity building workshops through representatives. Thus, for the first capacity-building workshop, two representatives were in Benin Republic from 28 November to 2 December 2016. The second workshop was held at GBIF-France and Museum with a representative from 15 June to 15 July 2017. The skills acquired during these sessions were the cleaning, formatting, standardization and publication of data. Equally, several software programs have been used including OpenRefine, Geolocate and Brahms.





Sources of verification

Invitation letters, workshop reports

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

Description of any implementation during the reporting period

From 23-25 August 2017, 17 researchers and lecturers from the four partners (CNF, IBAAN, UJLOG, CSRS), Félix Houphouët Boigny (UFHB) and Pélefero Gbon Coulibaly (UPGC) of Korhogo participated in the training of drafting of "note to policy-makers" (policy-brief). The trainer gave two communications to the trained; the first was to give a definition and the importance of the policy-brief and the second to structure a policy-brief. After this theoretical presentation, a practical phase was initiated with all the trained to acquire know-hows in the note writing to the decision-makers. Thus, two groups were formed and each group worked on a draft policy-briefs.

Sources of verification

Invitation letters, workshop reports, project of policy-brief

Activity 4 name: Drafting of policy brief

Description of any implementation during the reporting period

During the policy-brief workshop, two groups were formed. The first group has worked on the valorization of sargas which are algae on the coast of the country while the second group has proposed an advocacy policy brief on popular reforestation as a solution to the degradation of Ivorian forests.

Sources of verification

Projects of policy-brief

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 has started at the level of the various structures and the data is still being collected and processed. After the preparation of the survey form, several missions were carried out to several structures in charge of biofloral data management. The data collected are being processed for the writing of scientific articles.

Sources of verification

Rapports

Activity 2 name: Inventory and digitization of herbarium plants

Description of any implementation during the reporting period

Ongoing activities were started during the first half of the year. In the herbarium of the National Floristic Center, in addition to the cleaned and digitized data, the samples received from the National Museum of Natural History of Paris (MNHN) were also treated. This allowed the recording of 990 new samples. Also unmounted samples were treated. A total of 616 unmounted samples were pasted to the herbarium parts. Since the project has only one scanner, the herbarium digitization activities have begun and are continuing at the CNF herbarium. With an average of 50 samples scanned per day, the occurrences of 2891 parts of herbarium were identified using bars code, digitalized and scanned. Scanning of the samples continues.





Sources of verification

Report

Activity 3 name: Creation of floristic database

Description of any implementation during the reporting period

This activity started with the various data holders with the national survey conducted. The survey allowed to gather the expectations of the different structures for the establishment of this basis. The remaining of this activity will be carried out according to the established timetable.

Sources of verification

Survey sheets, timetable

Activity 4 name: Drafting of data papers

Description of any implementation during the reporting period

A data paper project entitled "Diversity from a list of occurrences of species belonging to some families of the herbarium of the National Flora Center (CNF) in Côte d'Ivoire" will be carried out by use the RTF format obtained after the publication of the dataset. This project will be improved for publication in journals that publish biodiversity related data papers.

Sources of verification

<https://www.gbif.org/data-papers>

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



4.3. Goal 3: Apply biodiversity data in response to national priorities

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

Description of any implementation during the reporting period

During this period, capacity-building missions and several workshops were organized for different actors producing floristic data in Côte d'Ivoire. Two capacity building missions were carried out in Benin Republic and Paris (France). Similarly, a capacity building workshop was conducted on data collection for the various partners in the project. Also, biofloristic data holders in Côte d'Ivoire were instructed on the requirements to be taken into account for data collection.

Sources of verification

Workshop document, report

Activity 2 name: Inventories of structures

Description of any implementation during the reporting period

The inventory of the structures was carried out in five cities of Côte d'Ivoire housing a research center or a university. There were the cities of Abidjan, Yamoussoukro, Bouaké, Daloa and Korhogo. Twenty six (26) structures were visited in the five cities. The number of structures surveyed by city was as follows: 10 in Abidjan, 4 in Yamoussoukro, 4 in Bouaké, 4 in Daloa and 4 in Korhogo. However, some of the structures contacted did not respond during this collection campaign.

Sources of verification

Information letters, TDR, Survey reports

Activity 3 name: Creation of platforms

Description of any implementation during the reporting period

This scheduled activity is not yet started. It will be conducted during this second half of the year.

Sources of verification

Activities timetable

Activity 4 name: Writing and posting of reports

Description of any implementation during the reporting period

The reports of 3 training workshops, 2 mission reports, 5 survey reports were drafted.

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)																										
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	X	X							
Inventory and digitization of herbarium						X	X	X	X	X	X	X	X	X	X	X	X	X	X	X						
Création of the floristic database							X	X	X	X	X	X	X	X	X	X	X	X	X	X	X					



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<BID project id>

<Start and end date of the reporting period>



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

5.1. Explanatory notes:

La platte forme pas l'i



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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. The visit to the partner UJLOG allowed the partner to familiarize with the realities of this structure and to discuss the different activities of the project.

6.2. Links to other projects and actions

The coordinators of two GBIF projects in Côte d'Ivoire, regularly, exchange in order to mutualise their effort to succeed in both projects. The project BID national Côte d'Ivoire (BID-AF2015-0025-NAC) participated in a capacity building workshop of the regional project (BID-AF2015-0066-REG).

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 of the CNF has been created and it is functioning. Therefore, the different activities are available on the site.

Sources of verification

www.cnf-ufhb.ci

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, flyers, banderols, photos.





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Signature _____

Name of the contact person for the BID Project: Joseph Ipou IPOU

Date report sent by email in Word format to bid@gbif.org for pre-approval: 31 August 2017

Date report sent by post to GBIF Secretariat: _____



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