



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 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

2. Project Description

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

Ghana Biodiversity Information Facility
C/o Department of Plant and Environmental Biology
University of Ghana, Legon
Accra, Ghana
Tel: +233244128800
Email: aasase@ug.edu.gh

2.2. Main contact person and role:

Alex Asase

2.3. BID proposal identifier:

BID-AF2015-0032-NAC





2.4. Project title:

Capacity enhancement for Ghana node of Global Biodiversity Information Facility (GBIF)

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

1st June 2016 – 30th November 2016

2.6. Country in which the activities take place:

Ghana

3. Overview of results

3.1. Executive summary

Detailed information about biodiversity information holders and needs as well as the capacity of stakeholders within a country is important for the effective functioning of a national biodiversity information facility (BIF). We have developed and distributed survey questionnaire on data holding and needs to biodiversity stakeholders in Ghana. The majority of questionnaires are yet to be received for a comprehensive analysis of data holdings and user needs in Ghana. One person from the project participated in the BID capacity enhancement workshop hosted by ARCOS in Rwanda. Participation in capacity enhancement workshop has been very useful to the project and plans are far advanced to disseminate lessons learnt from the workshop.

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	Survey completed online	
At least three national data publishing institutions are registered with GBIF.org For registered data publishers see: http://www.gbif.org/publisher/search	No	The Ghana herbarium is registered with GBIF as a data publishing institution. We are yet to register at least two other institutions within the next six months.	
At least one person from the project team has completed the certification process following the first BID Capacity Enhancement workshop	Yes	One person from the project attend the BID Capacity Enhancement workshop and in the certification process	
Knowledge dissemination activities have been scheduled following the first BID Capacity Enhancement workshop	Yes	We plan to have a workshop in the first quarter of 2017	None



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
DABCS collections dataset	Department of Animal Biology and Conservation, UG (DABCS)	GhaBIF/ GBIF	March, 2017	Data mobilization and publication activities yet to start
FORIG collections dataset	Forest Research Institute of Ghana (FORIG)	GhaBIF/ GBIF	June, 2017	Data mobilization and publication activities yet to start
Aquatic dataset	Department of Fisheries and Marine Sciences	GhaBIF/ GBIF	October, 2017	Data mobilization and publication activities yet to start
DPEB Sample dataset	Department of Plant and Environmental Biology	GhaBIF/ GBIF	Jan, 2018	Data mobilization and publication activities yet to start

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
DABCS collections dataset	DABCS, UG; Ministry of Environment, Science Technology and Innovation (MESTI); UNEP-WCMC; University of	To meet Ghana’s commitments to Convention on Biological Diversity (Aichi Targets and Clearing House Mechanism); For analyses providing insights into use of animal data in policy; and for analyses providing insights into use of biodiversity data in making policy decisions and conservation plans.	June, 2017- Dec. 2018	N/A	These activities are planned use of data only





	Kansas				
FORIG collections dataset	Ministry of Environment, Science Technology and Innovation (MESTI); UNEP-WCMC; University of Kansas FORIG;	To meet Ghana's commitments to Convention on Biological Diversity (Aichi Targets and Clearing House Mechanism); For analyses providing insights into use of animal data in policy; and For analyses providing insights into use of biodiversity data in making policy decisions and conservation plans.	June, 2017- Dec. 2018	N/A	These activities are planned use of data only
Aquatic dataset	Ministry of Environment, Science Technology and Innovation (MESTI); DABCS, UG; UNEP-WCMC; University of Kansas	To meet Ghana's commitments to Convention on Biological Diversity (Aichi Targets and Clearing House Mechanism); For analyses providing insights into use of aquatic data for conservation and policy; and For analyses providing insights into use of biodiversity data in making policy decisions and conservation plans.	June, 2017- Dec. 2018	N/A	These activities are planned use of data only
DPEB Sample dataset	Ministry of Environment, Science Technology and Innovation (MESTI); Ghana Herbarium; UNEP-WCMC; University of Kansas	To meet Ghana's commitments to Convention on Biological Diversity (Aichi Targets and Clearing House Mechanism); For analyses providing insights into use of plants data for conservation and policy; and for analyses providing insights into use of biodiversity data in making policy decisions and conservation plans.	June, 2017- Dec. 2018	N/A	These activities are planned use of data only

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
N/A	N/A	N/A	N/A	N/A





4. Implementation of BID project activities

4.1. Goal 1: Establish or strengthen national biodiversity information facility

Activity 1 name: Strategic plan

Description of any implementation during the reporting period: No project activities were planned during this period (1st June – 31st November 2016).

Sources of verification: N/A

Activity 2 name: Survey data holders

Description of any implementation during the reporting period: We have developed and administered survey questionnaire to biodiversity holding institutions in Ghana. We are yet to receive majority of the filled questionnaires for subsequent data analysis.

Sources of verification: Survey questionnaire

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

Activity 1 name: Data mobilization and publication

Description of any implementation during the reporting period: No project activities were planned during this period (1st June – 31st November 2016).

Sources of verification: N/A

Activity 2 name: Capacity enhancement

Description of any implementation during the reporting period: No project activities were planned during this period (1st June – 31st November 2016).

Sources of verification: N/A

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

Activity 1 name: Data use needs

Description of any implementation during the reporting period: Plans are far advanced to host a workshop on biodiversity data needs and / holding institutions in Ghana in the third week of November 2016. However, we have not received the filled questionnaire from many institutions and we envisaged a reschedule of this workshop. Revised timetable and / calendar confirmed.

Sources of verification: Questionnaire

Activity 2 name: Use cases

Description of any implementation during the reporting period: No project activities were planned during this period (1st June – 31st November 2016).

Sources of verification: N/A

Activity 3 name: Dissemination workshop

Description of any implementation during the reporting period: No project activities were planned during this period (1st June – 31st November 2016).

Sources of verification: N/A





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)	1 st June 2016																									
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																				
Mid-term evaluation & reporting										X	X															
Survey of data holders*	X	X	X	X	X	X	X	X	X																	
Data use needs*	X	X	X	X	X	X	X	X	X																	
Project training							X	X	X																	
Data mobilization and publication										X	X	X	X	X	X	X	X	X								
Uses cases																			X	X	X					
Strategic plan																					X	X	X			
Dissemination workshop																								X	X	



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



Evaluation period (maximum 6 months, ending 31 December 2018 at the latest)							
Evaluation period start date and end date (dd/mm/yy)	1 st July 2018						
Activity	1	2	3	4	5	6	Notes
Final financial and narrative reporting		X	X				
Survey of data holders	X						
Data use needs	X						
Project training				X			
Data mobilization and publication				X			
Uses cases					X		
Strategic plan					X		
Dissemination workshop						X	

5.1. Explanatory notes

* We have extended timelines on the survey of data holders and needs assessment because of the delay in receipt of filled / completed survey questionnaire from institutions for subsequent data analysis and hosting of stakeholders workshop.



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



6. Beneficiaries/affiliated entities and other cooperation

6.1. Relationship with project partners

There is a very cordial relationship between the project coordinating team and project partners. We have had a project meeting and all partners were very supportive and pledged to provide full support in the implementation of project activities.

6.2. Links to other projects and actions

We have not developed any links with other project or initiatives at this stage. However, there are plans to link project activities to JRS funded project on Mobilization of primary biodiversity data on West African plants” particularly with regard to data capture and publications.

7. Visibility

7.1. Visibility of the BID project

Short summary

At this stage, we have described the objectives of the project and expected outcomes in the survey questionnaire sent to holders / users of biodiversity information in Ghana. These partners included government ministries, research institutions, universities and non-governmental organizations (NGOs) in the country.

Sources of verification

Survey questionnaire

7.2. Visibility of the EU contribution

Short summary

We have included on our survey questionnaire that the project is part of the GBIF-BID project with funds from the European Union.

Sources of verification

Survey questionnaire

