BID Africa 2017 – National Grant Template
Final narrative report

Instructions

- Fill the template below with relevant information. **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 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 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

Template

1. Table of Contents

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

2. Project Information

2.1. Project Coordinator: Institution/network/agency name: Eva Paule MOUZONG

2.2. Main contact person and role: Eva Paule MOUZONG-Project Coordinator-eva.mouzong@iucn.org

2.3. BID proposal identifier: BID-AF2017-0113-NAC

2.4. Developping an Accessible Biodiversition Information system in Cameroon

2.5. Start date and end date of the reporting period: 31 november 2017-10 December 2018

2.6. Country in which the activities take place: Cameroon

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 « ***Developing an Accessible Biodiversity Information System in Cameroon*** », who was implemented between 2017 november to 2018 december, in Cameroon has as main objectives :

- Allow Cameroon to ratified the Gbif protocol of Agreement, to become a state member

- Favour and reinforce the emergence of a network or community of researchers and institutions who have biodiversity data in order to train contributions of the Gbif system in Cameroon;

- Put at the disposal of the Gbif system an internet database of certain biodiversity species (occurences and checklist) of fresh water plants, medicinal plants rottin and raphia plant…

- Elaborate a fundraising strategy to insure the sustainability of the data publishing system include in the nodal structure (CHM)

At this stage, all objectives have been attained and all activities realised notably:

- Cameroon has ratified the Gbif Protocol of Agreement on 10th september 2018 and designated the nodal structure ;

- The workshop of data holder have been organised and some resouce person are now able to contribute to the updating of the Gbif nodal structure in formating and generating data in conformity with the Gbif standard;

- All data indexed in the project document have been posted on the Gbif web site and are availble through the Cameroon IPT

- A fundraising strategy have been elaborated and transmited to the CHM in order to boost the fonctioning of the CHM as nodal structure as well as its annual budget which is insufficient

3.2. Progress against expected milestones:

Give an overview of all the expected milestones for your project from the beginning until now (see Annex V of your contract)

Expected milestones/activities	Completed? Yes/No	Explanatory notes	Sources of verification
Completed capacity self-assessment questionnaire for national biodiversity information facilities https://www.gbif.org/document/82277/capacity-self-assessment-guidelines-for-national-biodiversity-information-facilities (EN) https://www.gbif.org/document/82782/auto-evaluation-des-capacites-pour-les-systemes-nationaux-dinformation-sur-la-biodiversite (FR) (***Early Progress report milestone***)	Yes	Completed	Attached file
At least one national data publishing institutions are registered with GBIF.org Guidelines to become a publisher: https://www.gbif.org/become-a-publisher (***Early Progress report milestone***)	Yes	Done	http://ipt-cameroun.gbif.fr/resource?r=forest-edible-fruits-cameroon
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 BID programme Africa 2017 (***Early Progress report milestone***)	Yes	Done	Presence at workshop and final evaluation
Knowledge dissemination activities have been scheduled following the first BID Capacity Enhancement workshop (***Early Progress report milestone***)	Yes	Done	Workshop report
At least one dataset has been published to GBIF.org (***Midterm report milestone***)	Yes	Done	http://ipt-cameroun.gbif.fr/resource?r=forest-edible-fruits-cameroon
The data users identified in the full proposal have documented their intended use of the mobilized data and provided early feedback (***Midterm report milestone***)	Yes	Done	
All mobilized data have been published to GBIF.org **(Final report milestone)**	Yes	Data	http://ipt-cameroun.gbif.fr/manage/
All published data meet the minimum requirements outlined in the Data Quality Requirements available at https://bid.gbif.org/en/community/data-quality/ **(Final report milestone)**	Yes		http://ipt-cameroun.gbif.fr/manage/
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	Yes	During the workshop	See the workshop report

trained in nationally organized events, and the evaluation of the impacts of these training activities **(Final report milestone)**			
Final capacity self-assessments for national biodiversity information facilities have been completed with sustainability plans. https://www.gbif.org/document/82277/capacity-self-assessment-guidelines-for-national-biodiversity-information-facilities (EN) https://www.gbif.org/document/82782/auto-evaluation-des-capacites-pour-les-systemes-nationaux-dinformation-sur-la-biodiversite (FR) **(Final report milestone)**	Yes		Attached file
All uses of the mobilized data have been documented **(Final report milestone)**	Yes		
Best practices and lessons learned have been documented **(Final report milestone)**	Yes		

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
Establish and strengtened national biodiversity information facilities	(A1) Strengthening the technical and material capacities of the stakeholders and the nodal structure	Yes	We have provide one laptop to the nodal structure and build stakeholders capacities during the workshop	Workshop report
	(A2) Effective nodal structure	Yes	The nodal structure was put in place during the capacities building workshop	Attached letter
	(A3) Cameroon as GBIF Member	Yes		Attached PA ratifield
	(A4) Network of Cameroon data holders to support and provided data to the nodal structure in operational	Yes	A potential of 90 researchers replied to our letters and would be laid out to contribute to provide nodal structure we have informal agreement with 15 institutions (CHM scientific committee), as data holders who	Workshop report and mail

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			agree to post data in the Cameroon IPT and we also reinforce their capacities	
Increase available biodiversity data, within and beyond the grant period	(A5) Collect data from the data holders	Yes		
	(A6) Publication of data	Yes		
	(A7) Apply data to decision making process	Yes		
	(A8) Establish a sustainable funding mechanism for the nodal structure	Yes	Fundraising strategy	Attached fundraising document

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". Add as many rows as needed.

Dataset title	Publishing institution	DOI or URL/Planned hosting institution	Date/expected date of publication	Explanatory notes
Wild edible fruiting trees of Cameroon	IUCN Cameroon	https://doi.org/10.15468/zmcpyo	July	https://www.gbif.org/dataset/fa2cbea9-b277-4254-9743-bac694582106
Threatened freshwater plants species in Cameroon	IUCN Cameroon	https://doi.org/10.15468/ygcvht	July	http://ipt-cameroun.gbif.fr/manage/
Recent published endemic and threatened plants of Cameroon	IUCN Cameroon	https://doi.org/10.15468/1kdfcr https://doi.org/10.15468/jz3afg	August	http://ipt-cameroun.gbif.fr/manage/
Recent publications on medicinal plants in Cameroon	IUCN Cameroon	https://doi.org/10.15468/epja7z https://doi.org/10.15468/4qemyx https://doi.org/10.15468/ymqbe7	November	http://ipt-cameroun.gbif.fr/manage/
Recent published report on rottin and raphia by Network /University of DSCHANG-Faculty of agriculture and agronomics sciences	IUCN Cameroon	https://doi.org/10.15468/qkxof0	December	http://ipt-cameroun.gbif.fr/manage/

3.5. Examples of use of biodiversity data available through GBIF

Data mobilised through the BID programme, ultimately, should guide natural resource conservation and management policy. We require you to report on how you have integrated these data into these policy-making processes. You may want to refer to the section 2.5 "Plan to support the integration of biodiversity information into policy and decision-making process" of your original proposal as a reminder of your original commitments.

As part of that process, we request you to provide us with a summary of how you have used these data within the decision-making process and we have included some guiding questions below to help with that process. Please note that if your dataset has been combined with other datasets in analyses that guide the decision-making process, then this should be recorded too.

Description

Has your project been successful in integrating data within the policy-making process?

Where did the demand for these data come from?

If yes, which policies have been developed using your data?

If no, what were some of the challenges you faced in getting your data into those processes?

Did you have a biodiversity data integration plan from the beginning of your project? If so, did you have to adapt your plan as the project progressed and why did you have to make those alterations?

In what format are your data being used i.e. what were the analyses, if any, that you needed to perform on the data to ensure that they was in a format accessible to policy-makers?

What level of communication has there been with the relevant policy stakeholders i.e. by which means? With what regularity? And, how critical have these interactions been for the development policy-relevant analyses?

What additional support (resources, tools, network, training) would be needed for your project to ensure the flow of information from mobilisation to decision-making?

How would you improve on your own processes in the future to improve data integration in the future?

Data may serve other purposes other than for policy-making and these are as valuable. How was your data used for other purposes e.g. development of training materials, scientific publications, communication activities etc?

Until the end of the project, no decision was taken by the MINEPDED, concerning the data posted on the Gbif website due to several reasons:

- The decisions that were taken did not concerned the type of data gathered;

- The GBIF information system not yet being well known at the level of Cameroonians administrations. Added to that, the output of this project was to reinforce the capacity of some actors to easily use the Gbif portal.

Regarding the plan of integrating the biodiversity data, it is being finalized at the level of the nodal structure.

One of the challenges is to render compatibles the formats of the publishable data of the Gbif with those of the CHM platform. This should make more efficient and effective the work of CHM database administrators.

The most important communications on the project framework were to meet researchers from the main universities centers and faculties in order to sensitize to render accessible their data to CHM for a better use of these datas

In order to overcome a problem that could hinder the effectiveness of the CHM actions as the nodal structure of Cameroon Gbif, it's important to :

- *Strengthen the capacities of the database administrator concerning data modelisation or accessibility (eg. Darwin Core)*

- *Set up a link/hyperlink that gives the possibility of going from one portal to another, so to permit sharing Cameroon data from one portal to another*

- *Have relevant IT infrastructures*

Supporting materials

As part of our reporting, we request you to provide us with a copy of any materials highlighting data use on your dataset, either on its own or in combination with other datasets. This could be in the form of:

- Reports – governmental, ministerial, non-governmental organisations, international policy-making bodies
- Policy briefs
- Scientific publications
- Outputs from analyses that will be used in the future e.g. species distributions maps and other spatial analyses
- Education/communication materials

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Please provide a valid dataset to the doi. Where the doi is not known, please state why.

Name of resource	Type of resource i.e. report, policy brief, scientific publication, analysis output, education materials, communication materials, other (please specify)	Dataset doi	Link to document or publication citation
Flyers	Communication material		Attached document
Supports of course	Scientific publication		Attached document
Fundraising strategy	Strategic document		Attached document

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
A plea and advocacy meeting to explain the GBIF advantages	MINEPDED	28 August 2018	18 participants	Meeting report

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'.

Implementation period start date and end date (01/12/18-30/12/18)																
Activity	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	**Notes**
Early Progress evaluation & Reporting			x	x												Done
Mid-term evaluation & reporting							x	x								Done
BID Capacity Enhancement workshop – Data mobilization and publication (Participation is mandatory)														x	x	Done
Strengthening technical and material capacities				x	x											Done
Cameroun as GBIF Member								x	x	x						Done with delay due to ministry agenda
Effective Nodal structure											x	x				Done and technical capacities are strengthening and the process is continuing
Effective network of Cameroon data holders													x	x	x	Done. See the attached list of the network member
Collect data from data holders				x	x	x	x	x	x							Done
Data publication				x	x	x	x	x	x	x	x	x				Done with delay and continuing with the new data holders network (CHM scientific committee)
Apply data for decision making								x	x	x						Done.
Establish a sustainable funding mechanism										x	x	x				Done. The fundraising strategy document was transmitted to the nodal structure and we worked to captured some opportunities
Final reports (financial and technical)															x	Done

Evaluation period start date and end date (dd/mm/yy)				
Activity	1	2	3	**Notes**
<Activity name>				
<Activity name>				

4.1. Explanatory notes:

All project activities have been completed and expected results and output have been delivered. This include :

- Strenghtening the technical and operationnal capacities of the nodal structure and project partners through : (i) the acquisition of a computer and internet infrastructure for the processing and publication of data as well as the boosting of technical capacities with regards to the understanding the Gbif platform at the technical level (ii) Exploitation of data for research purpose and evidence based decision making;

- Cameroon ratified the Gbif memorandum of understanding on the 10th september 2018 and CHM designed as nodal structure through a ministerial note ;

- A fundraising strategy has been drawn up and sent to the CHM to strenghen mobilisation actions as well as the internal and extrnal funding.;

CHM partners of the CHM (data holder network) have ratified the data sharing chart

- Data was published on the Gbif website in accordance with the data publication plan attached to the project

- Published data permitted at student to better understand what species are available and how they contributed to better protected species

We're hoping that in the long run, pharmaceutical industry will be insterested in this data.

As far as evaluation is concerned, the report and all the documentation as well as the resource person of the project are at the disposal of the Gbif.

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5. 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 project sustainability plan includes 5 components:

1. **Capacity building of data holder (institutions and resources person) :**

- Build capacities of members of the new data holders network to enable them to publish data on both CHM and GBIF web sites;

- Strengthening of capability of CHM in term of IT and informatics infrastructures

2. **mobilization of funding** in term of financing activities of data mobilization and sharing data we have developed 2 concepts notes for this purpose, and those activities will insure sustainability of project out put

3. a) Mentoring project between Gbif Cameroon and Gbif France on the cleaning of data and the use of publishing tools.

The overall goal being to provide mentoring support to the network of data holders and users in Cameroon, while initiating the digitalization and publication of collections available in laboratories, universities, libraries and research institutes. Specifications will be: (i) inventory of data and publications available from Gbif network partners; (ii) sensitize the holder data and information on the importance of publishing data on the Gbif network; (iii) boost the capacity of participants on the quality and adaptation of data to their use; (iv) building participants capacities on standard use of some publishing tools (Darwin Core, Data Papers, Open Refine, IPT, etc.);

b)Open door days on biodiversity and CIDE (center of information and documentation environment) The main objective of this project is to make known the Gbif and the CIDE and specifically, inculcate to some targets (teachers, researchers and students of State Universities), the knowledge about the Gbif so as to become a reference tool in the process of publishing data and decisions making

4. **The third objective is the development/modeling** of applications for an easy sharing data between the information systems of both (CHM) Gbif Global via the web site

5. **Advocacy with the MINEPDED** in term of increasing fund allocated to the CHM and renew human resources in order to strengthen the current team;

6. **A Strategy has been developed that outlines** the main objectives and means to be implemented in the achievements of optimal functioning of the structure

6. Beneficiaries/affiliated entities and other cooperation

6.1. 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.

3 institutions have been retained as partners within this project:

- IUCN with a coordinating role, Green Connexion taking care of the data presentation and preparation and the Ministry of Environment, Institutional partner hosting the nodal structure and monitoring the signatures of the MOU;

- The two other institutions benefiting from GBIF funds IRAD and Tropical Plant Exploration Group (TroPEG) are in charge of supporting the data holders;

- Universities of Dschang, Ngaoundere, Douala and'' National Cameroon herbarium, and many other individuals are involved as data holders. See attached document;

6.2. 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, to what extent has your BID project been able to build upon/complement the previous project(s) ?

- Organizations involved in the implementing of NBSAP (National Biodiversity National Action Plan) Cameroon as, WWF, ANAFOR, Ministry of Forest, IRAD by implementing goals 1 and 2 notably the target N° 2: by 20120 significant increase the contribution of scientific based information into biodiversity decision making processes and management intervention.

- The project would also contribute to assessment made by IUCN Species Survival Commission

In order to ensure that the data generated is applied, information on biodiversity research must be accessible for informed and scientifically based decision-making. In addition, the Ministry of the Environment has launched two projects: (i) The creation of the tandem science-politics platform as a knowledge-sharing mechanism that will strengthen dialogue and communication, thereby facilitating the coordination and collection of information on research on biodiversity and ecosystem services for biodiversity policy-makers and managers; and (ii) a red flora and fauna book from Cameroon. These two projects will necessarily take into account the data mobilized within the framework of the project. As in the new strategy of the CHM "Strategy and National Action Plan of Information Exchange Centers of Multilateral Environmental Agreements", a whole axis will allow to (I) Develop and modernize infrastructure and Information Exchange Center facilities (ii) Strengthen human resource capacities of Information Exchange Centers and (iii) Identify new sources of funding.

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

Visibility of the BID will be ensured through 2 components:

- Positioning of the logo on all media produced in the project

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- Posting elements of the report on the IUCN website, Ministry and Green connection

Sources of verification
- PACO news, monthly
- IUCN Web site
- Green Connexion web site

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

Short summary
- PACO news, monthly
- IUCN Web site
- Green Conexion web site

Sources of verification

Visibility of the BID will be ensured through 2 components:

- Positioning of the logo on all media produced in the project

- Posting elements of the report on the IUCN website, Ministry and Green connection

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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: _____