



BID Africa 2017 – Small Grant Template

Midterm 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 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

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2. Project Information

2.1. Project Coordinator: Institution/network/agency name: Dr. Wilkson I. Makumba, Malawi Plant Genetic Resources Centre, Chitedze Research Station, P.O.Box 158, Lilongwe, Malawi.

2.2. Main contact person and role: Nolipher Khaki Mponya-Project Lead

2.3. BID proposal identifier: BID-AF2017-0265-SMA

2.4. Project title: Status and spatial diversity of Sorghum wild species in Malawi

2.5. Start date and end date of the reporting period: 01/10/2017 and 31/12/2018

2.6. Country in which the activities take place: Malawi

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 activities implemented and their outcomes are as indicated in the table below;

Implemented activity	Outputs/outcomes
<ul style="list-style-type: none"> Holding project briefing meeting 	<ul style="list-style-type: none"> - A detailed project work plan developed - Additional data holding institutions identified
<ul style="list-style-type: none"> Discussing on data sharing agreement between data holding institutions and the project implementation agency. 	<ul style="list-style-type: none"> -Adopted the existing institutional arrangements on biodiversity data sharing and management.
<ul style="list-style-type: none"> Conduct capacity self-assessment for data holding institution 	<ul style="list-style-type: none"> -Capacity self-assessment of one data holding institution done and the questionnaire submitted to BID secretariat
<ul style="list-style-type: none"> Identifying an institution through which the mobilized data will be published 	<ul style="list-style-type: none"> -The National Commission for Science and Technology was identified as data publishing institution. -Malawi Plant Genetic Resources Centre was registered as data publishing institution.



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<ul style="list-style-type: none"> Data mobilization at KEW-London 	<ul style="list-style-type: none"> - More than 30 Specimen images containing passport data were captured and digitized awaiting cleaning, formatting and publishing
<ul style="list-style-type: none"> Develop and share the knowledge dissemination plan for the project 	<ul style="list-style-type: none"> -Knowledge dissemination plan for the project was developed and shared with stakeholders.
<ul style="list-style-type: none"> Within Malawi bio diversity data mobilization and Eco geographic surveys 	<ul style="list-style-type: none"> -Over 50 sorghum species data points were collected and digitized and cleaning is in process.
<ul style="list-style-type: none"> Hold biodiversity knowledge sharing workshop 	<ul style="list-style-type: none"> -One (1) workshop was held and Knowledge gained from the capacity enhancement and Biodiversity Data use workshops organised by BID secretariat held in Cape Town South Africa were shared with stakeholders which included, policy makers, data holding institutions and data users. - 16 officers participated (8Males , 8 Female)
<ul style="list-style-type: none"> Project review 	<ul style="list-style-type: none"> This was done and suggestions to improve on the project implementation were shared.
<ul style="list-style-type: none"> GIS and Biodiversity data management training 	<ul style="list-style-type: none"> 15 technicians from MPGRC, LUANAR and NHBGM trained in application of GIS in Biodiversity data management.
<ul style="list-style-type: none"> Data digitization, cleaning and formatting for publishing at GBIF.org 	<ul style="list-style-type: none"> -About 89 data points have been digitized and are currently being cleaned and formatted using recommended data published template as provided by GBIF secretariat during the capacity enhancement workshop.



3.2. Progress against expected milestones:

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

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) (Early Progress report milestone)	Yes	This was done by the data holding institution and submit to BID secretariat on 22 November 2017.	Email from BID secretariat confirming receipt of the questionnaire.
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	MPGRC was registered as data publishing institution	Check on the list of data publishing institutions on the data publishing web site for GBIF.org
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 (Early Progress report milestone)	Yes	Done after the BID Capacity enhancement workshop on Data Mobilization.	BID capacity building feed back by trainers and BID secretariat
Knowledge dissemination activities have been scheduled following the first BID Capacity Enhancement workshop (Early Progress report milestone)	Yes	The knowledge dissemination plan(KDP) that includes activities developed, approved by all stakeholders and shared among the project implementors	Already submitted to Bid secretariat on as a requirement for participating in BID capacity enhancement workshop in CapeTown.
At least one dataset has been	In	Data is currently being	https://www.gbif.org/occurrence



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published to GBIF.org (Midterm report milestone)	progress	cleaned and will be published once the formatting is done.	nce/search?dataset_key=46d4f1b8-52fd-478e-aad0-43a933994b61
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	One data user shared their plan on how its going to use the mobilized data.	See attached powerpoint presentation made by the data user.



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
Species checklist	Data collation	yes	The first draft of Sorghum wild species checklist has been developed. This will be improved once more species have been identified.	Preliminary species checklist was developed and submitted as an attachment for the early narrative report.
Species inventory	Data collation	In progress	This will be shared with BID secretariat once details of the species are obtained and before 31 December 2018	The link to be provided once the inventory is published at GBIF.org
Data sharing agreement	Drafting and finalizing data sharing agreements between GBIF-Node and Institutions holding data	Yes	The project adopted existing biodiversity data sharing arrangements made between data holding institutions and GBIF node in Malawi.	The National Commission for Science and Technology (NCST) is the main authority for managing biodiversity data by Act of Parliament in Malawi through relevant government departments.
Species occurrence data, species distribution, diversity and biasness maps	Data collation, Eco geographical surveys	Data collation digitization in progress	This will be reported in the final project report after data collation has been done from all target institutions and analysis on the species distribution, diversity and biasness have been done.	-Final report that will be shared with BID Secretariat(towards the end of project implementation(31/12/2018). -The link to be provided once species occurrence data is published between 30 August 2018 and end September 2018.
15 officers being trained in GIS and Biodiversity data management	Capacity building training in GIS and Biodiversity	Done	This was done.	Activity report and other related materials to be shared.



	data management			
Threats to sorghum wild species identifies and number of sorghum wild species identified as vulnerable .	Species threat assessment.	No	The current status of sorghum species will be reported in the final report once occurrence data is collated and analysed.	A shared report on species threat assessment before 31 December 2018.
Draft recommendations and strategic actions for sustainable species conservation	Propose conservation actions	No	To be done towards the end of project implementation as a concluding activity	End of project report that will include proposed recommendations and actions for species sustainable conservation.

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
Species Checklist	MPGRC/NCST	NCST/MPGRC	31 September 2018	This will be done once the preliminary checklist is updated and finalised
Species occurrence data	MPGRC/NCST	NCST/MPGRC	Between 30 August and September 2018 , Latest date could be November 2018	By this time all associated data publishing activities will have completed and data meet the required minimum standards to be published at GBIF.org
Species inventory	MPGRC/NCST	NCST/MPGRC	31 December 2018	Where the project will be able to generate more species data information, An





				inventory of these species will be made and published.
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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 downloaded from GBIF in the "Contributing dataset(s)" column. Briefly describe how the data contribute or are planned to contribute in the "targeted application" column (ca. 50 words). Provide the date or approximate timeframe in months for the completion of activity in the "Date/time frame" column. Timeframe indicated may be after the completion of the project unless targeted application is one of the deliverables 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.

Targeted application	Data user	Contributing dataset(s)	Date/time frame	Sources of verification	Notes
For updating National species check list for sorghum wild species and for targeted collection and conservation	MPGRC	Species checklist, species occurrence data	After project phases out	User feedback and shared reports	This supports on going national efforts on in situ and ex situ Crop wild relatives conservation.
Education and Academic research	-Lilongwe University for Agricultural and Natural Resources College (LUANAR)	Species occurrence data	After Project phases out	User feedback and shared reports	Any academic work developed to build on the project outcomes shall cite BID project
Education and Academic research	-University of Birmingham	Species occurrence data	2018-2019	User feedback and shared links of published papers	BID project to be cited
-Updating herbarium records on number of sorghum wild species in Malawi. - For policy decision	National herbarium and botanic Gardens of Malawi (NHBGM)	Species occurrence data	After the project phases out	User feedback and shared reports.	
-For enhanced sustainable conservations (helps to monitor the diversity of the species as well as informing the Gene bank Managers on the sites for targeted collections). -Lobbying for policy decision	MPGRC, DARS	Species occurrence data	After the Project phases out	Project evaluation reports	





National Biodiversity reporting	NCST	Species occurrence data and Checklist	Towards and after the project phase out	Country Biodiversity Report submitted to GBIF secretariat by Malawi GBIF Node.	
Biodiversity status reporting (Updating the National Biodiversity Strategy and Action Plan).	Environmental Affairs Department	- Species occurrence data and Checklist	After the project phases out		

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
BID project stakeholders briefing meeting	Malawi Plant Genetic Resources Centre	26-27 October 2017	18	Activity report already submitted as an attachment of early narrative report.
Data mobilization at KEW Herbarium	Malawi Plant Genetic Resources Centre and University of Birmingham	December 2017-January 2018.	1	See attached data capturing pictures
Biodiversity knowledge sharing workshop	Malawi Plant Genetic Resources Centre, Lilongwe University of Agricultural and Natural resources and National Herbarium and Botanical gardens of Malawi	June 6, 2018	16	See attached photos and list of participants





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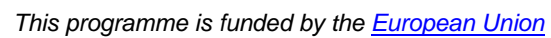
4. Updated calendar for the BID project implementation and evaluation period

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 (01/10/2017) End date (31/12/2018)																
Activity	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	Notes
1.1. Early Progress evaluation & reporting			X	X												Done.
1.2. Mid-term evaluation & reporting							X	X								No changes made
1.3. BID Capacity Enhancement workshop – Data mobilization and publication (Online training - Participation is mandatory)			X													Done
1.4. BID Capacity Enhancement workshop – Data use (Online training - Participation is mandatory)					X											Done and was participated by one of the project partners
1.5. Stakeholder project briefing		X														Done
1.6. Data Collation and entry				X	X	X	X	X	X	X	X					Data digitization and cleaning in progress
1.7. GIS-CB (local capacity building train on GIS and Biodiversity data management). And Biodiversity knowledge sharing workshop						X	X	X	X							Done
1.8. Species Ecological surveys (ES)					X	X	X	X								Done
1.9. Quarterly meeting 1(internal project evaluation meeting).				X												Done
2.0. Data cleaning and publishing									X	X	X	X	X			In progress
2.1. STA and SGA (development of species checklist based on the cleaned data)										X	X	X				Not done and will be done as planned
2.2. Quarterly meeting 2 : PCA (final report												X	X	X		Not done



<Start and end date of the reporting period>

[illegible]



Evaluation period start date (01/11/2018) End date (31/03/2019)				
Activity	1	2	3	Notes
Final financial and narrative reporting		X	X	Not done
Project final valuation meeting (internal)	X			Not done



4.1. Explanatory notes:

Changes have been made on:

- **Activity1.7-** included to different activities and were conducted at different times due to the nature of the participants.

Beneficiaries/affiliated entities and other cooperation

4.2. 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.

- There is a positive and strong relationship between the coordinating team and the project partners including GBIF node.
- GBIF node-Malawi is actively involved in the implementation of the project.
- Each Participing partner have been actively participating in all implemented project activities in addition to willingly taking their assigned roles in the project.

4.3. 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) ?

- Currently the project has developed links with GBIF Node office Housed by the National Commission for Science and Technology (NCST) through which data mobilized by the project will be published.
- The Project has also links with GBIF funded project on ABC in Malawi and BID national projects and the just formed National Biodiversity Forum that act as a platform for Biodiversity information sharing at national level.

5. Visibility

Please refer to the [BID guidelines](#).

5.1. Visibility of the BID project

How is the visibility of your BID project being ensured?

Short summary

Currently the project involves stakeholders from different government departments in its activity implementation. In such activities and in all project communications BID logs are used.

Sources of verification- reports and all project materials to be shared with BID secretariat will bear BID logo.



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Sources of verification

-Reports and power other project documents like power point presentations

5.2. Visibility of the EU contribution

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

Short summary- The Project uses EU logo in its communications and that a statement indicating that this project is being funded by European Union is included in the acknowledgement section.

Sources of verification

Reports and project documents with EU logo as a way of acknowledging its support.

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Signature _____

A handwritten signature in black ink, appearing to be "Nolipher Khaki", is written over a horizontal line.

Name of the contact person for the BID Project: Nolipher Khaki
Mponya

Date report sent by email in Word format to bid@gbif.org for pre-approval: 30 June
2018

Date report sent by post to GBIF Secretariat: 10 July 2018



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