



BID Africa 2017 – Small 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

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2. Project Information

2.1. Project Coordinator: Institution/network/agency name: Dr. Wilkson I. Makumba, Malawi Plant Genetic Resources Centre (MPGRC), 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)

Implemented activity	Outputs/outcomes
<ul style="list-style-type: none"> Hold 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"> Discuss 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. -MPGRC is part of Malawi Biodiversity Information Management Forum (BIMF)
<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 questionnaires submitted to BID secretariat
<ul style="list-style-type: none"> Identify an institution through which the mobilized data will be published Register MPGRC as a data publisher 	<ul style="list-style-type: none"> -The National Commission for Science and Technology (NCST) was identified as data publishing institution. -Malawi Plant Genetic Resources Centre was registered as data publishing institution.
<ul style="list-style-type: none"> Data mobilization at the Royal Botanical 	<ul style="list-style-type: none"> - More than 30 specimen images containing passport



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Gardens (KEW)-London	data were captured and digitized and published.
<ul style="list-style-type: none"> Develop and share the knowledge dissemination plan for the project 	-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 	-Over 50 sorghum species data points were collected and digitized and published.
<ul style="list-style-type: none"> Hold biodiversity knowledge sharing(dissemination) workshop 	<p>-One (1) workshop was held and Knowledge gained from the capacity enhancement and Biodiversity Data use workshop organised by BID secretariat held in Cape Town, South Africa was shared with stakeholders which included, policy makers, data holding institutions and data users.</p> <p>- 16 officers participated (8Males , 8 Female)</p>
<ul style="list-style-type: none"> Project review 	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 	15 (5 females, 10 males) technicians from MPGRC, LUANAR and NHBGM trained in application of GIS in Biodiversity data management.
<ul style="list-style-type: none"> Mobilize, digitize, clean, format and publish data to GBIF.org 	-About 219 presence points data was collated. After data cleaning, 111 presence data points were published to GBIF.org
<ul style="list-style-type: none"> Conduct species gap and threat analysis 	-This was done. Gaps, threats and suggested actions were documented. (See activities summary report).
<ul style="list-style-type: none"> Monitor project progress and Evaluate the project results 	-This was done. Experiences were shared and recommendations were documented for improvements in the follow up projects.



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 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	-The first capacity self assessment was done by The National Herbarium and Botanic Gardens of Malawi (NHBGM) and was submitted to BID secretariat on 22 November 2017. -The second self assessment was done by MPGRC.	- Email from BID secretariat confirming receipt of the questionnaire -See attached(submitted as an attachment to the final report.
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 registered with GBIF.org as a data publisher	-Check on: https://www.gbif.org/publisher/search?q=
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 feedback by trainers and BID secretariat reports.
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 as a requirement for participating in BID capacity enhancement workshop in CapeTown, South Africa.
At least one dataset has been published to GBIF.org (Midterm report milestone)	Yes	Two datasets published.	Check on: https://www.gbif.org/dataset/se



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			arch?publishing_org=29bf49ce-5d02-424d-a4ae-5027d6cdc109
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.	This was submitted as an attachment to the mid term report in form of powerpoint presentation made by the data user.
All mobilized data have been published to GBIF.org (Final report milestone)	Yes	Two datasets published to GBIF.org.	Check on: https://www.gbif.org/dataset/se-arch?publishing_org=29bf49ce-5d02-424d-a4ae-5027d6cdc109
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	Our data met minimum requirements and was published to GBIF.org.	Check on https://www.gbif.org/dataset/se-arch?publishing_org=29bf49ce-5d02-424d-a4ae-5027d6cdc109 .
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 trained in nationally organized events, and the evaluation of the impacts of these training activities (Final report milestone)	Yes	All done	One person completed the BID capacity training and received a certification on data mobilization. Refer to sections 3.1 and 3.5 for the other outcomes and project impact description. -Also see attached activities summary report.
Final capacity self-assessments for national biodiversity information facilities have been completed with sustainability plans. https://www.gbif.org/document/82785/self-assessment-guidelines-for-data-holding-institutions (EN) https://www.gbif.org/document/82813/modele-auto-evaluation-pour-les-institutions-detentrices-de-donnees (FR) (Final report milestone)	Yes	Done by MPGRC	See attached.
All uses of the mobilized data have been documented (Final report milestone)	Yes	Done	See in the description section
Best practices and lessons learned have been documented	Yes	Done during gap and threat analysis	See attached activities report summary.



(Final report milestone)		and experts meetings and project evaluation.	
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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. -Updated checklist published. https://doi.org/10.15468/xbwflq
Species inventory	Data collation	No	Only checklist will do because the project did not generate enough data on the species.	Refer to above source
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) takes lead in information sharing in collaboration with other stakeholders which are the main authority for managing biodiversity data).
Species occurrence data, species distribution maps	Data collation, Eco geographical surveys	Yes	Mobilized data published to GBIF.org. This data contain number of sorghum wild species occurring in Malawi. And species diversity in this case is measured by numbers of species occurring across the country	-Check on https://www.gbif.org/dataset/search?publishing_org=29bf49ce-5d02-424d-a4ae-5027d6cdc109 . -Refer to the activities summary report for species distribution maps.





15 officers being trained in GIS and Biodiversity data management	Capacity building training in GIS and Biodiversity data management	Done	This was done.	Refer to shared activities report.
Threats to sorghum wild species identifies and number of sorghum wild species identified as vulnerable .	Species threat assessment.	Yes	The current status of sorghum species will be reported in the final report once occurrence data is collated and analysed.	Refer to summary report
Draft recommendations and strategic actions for sustainable species conservation	Propose conservation actions	Yes	To be done towards the end of project implementation as a concluding activity	-This is included in this final project report (check on the 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	By March end 2019	It has been published. Check on https://doi.org/10.15468/xbwflq
Species occurrence data	MPGRC/NCST	NCST/MPGRC	Done	Check on https://www.gbif.org/dataset/search?publishing_org=29bf49ce-5d02-424d-a4ae-5027d6cdc109 https://doi.org/10.15468/pswjzk
Species inventory	MPGRC/NCST	NCST/MPGRC	This was not done because the project did not generate more species information	Species information generated not sufficient for generation of an inventory but rather a checklist only.

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.

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



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					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	2019-2020	User feedback and shared links of published papers	BID project to be acknowledged.
-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	-	-



Description

- The project has been successful in integrating data within the policy making processes. Particularly, it has been able to bring together key stakeholders in biodiversity data management and utilization to its national organised meetings to share with them the experiences and lessons learned through implementation of this project. These stakeholders are also key in decision making processes at departmental and national level in as far as conservation and use of biodiversity information is concerned.
- The project highlighted the role of Sorghum crop wild relatives in improving on the existing cultivated sorghum varieties more especially on pest resistance trait as some species were reported to harbour such traits. In such aspects, the project hoped to trigger some interests among sorghum breeders who would start working on such sorghum species in an effort to contribute to food security.
- The project also managed to expose the conservation gaps and threats facing Sorghum Crop wild relatives and which are also related to other Crop Wild relative species in Malawi. By doing so, we hoped it provided an insight of what is happening on the ground and this informs nature conservation authorities to take an action(s).
- However, the project implementation team still felt the need to do more to get the conservation message of sorghum crop wild relatives across because only few technocrats (stakeholders) were reached out. The information generated by the project, needed to be processed in a way that other policy makers make out of it. Technical reports with full analyses of the status of crop wild relatives in Malawi and Policy briefs shall need to be prepared and shared with policy makers in the future.
- No scientific publications have been made yet with the mobilized data, but we hope such will be done in the future as stakeholders get access to the published information on Sorghum wild species for research.
- It is important to note that BID –AF2017-0265-SMA has been registered among projects that contributed to biodiversity data mobilization at national level. This means that the project contributes to the achievement of national biodiversity conservation goals which directly contributes to Aichi Biodiversity Targets.
- It is acknowledged here that implementation of this project has really laid a good foundation on Biodiversity data mobilization and management. The capacity enhancement trainings provided an insight on biodiversity data management work flows, processes of producing a quality data that would be useful to the public. We hope such opportunities will still be extended in future in order for MPGRG to share more of its mobilized data.

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

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,	Dataset doi	Link to document or publication
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	scientific publication, analysis output, education materials, communication materials, other (please specify)		citation
Sorghum species Occurrence data	Scientific publication	To be shared once publication is made	The occurrence data will be included in the national gap analysis studies and any publication made will be shared with GBIF

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 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 presentations





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			Done
2.1. STA and SGA										X	X	X				Done
2.2. Quarterly meeting 2 : PCA (final report consolidation) including internal report review												X	X	X		Done
2.3. Submission of the final report															X	



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Evaluation period start date (01/11/2018) End date (31/03/2019)																		
Activity	1	2	3	Notes														
Final financial and narrative reporting		X	X	Done														
Project final valuation meeting (internal)	X			Done														
2.4. Share data with GBIF(data publishing) –The last set of data generated data																		X



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4.1. Explanatory notes:

Activity1.7- included to different activities and were conducted at different times due to the nature of the participants. Except for purchase of IT and Recruitment of Intern, all the activities were implemented.



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5. Sustainability plans

- The project improved the capacity of 15 technicians from data holding institutions. These are currently with these institutions hence the continued impact of the project to the institutions.
- The data mobilized will be used for research as well as conservation purposes hence have long term contribution to Malawi.
- The conservation gaps identified through the project provide for more opportunity for research in such areas.
- Data mobilized will be shared by data users, as well as used in Biodiversity status reporting in Malawi hence continued sustainability of the project benefits.
- Being part of BIMF which is a national Biodiversity information sharing forum, MPGRC has a lasting opportunity to share the results across stakeholders.

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.

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

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) ?

- 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 was 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 acts as a platform for Biodiversity information sharing at national level.

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?



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Short summary- The project involved stakeholders from different government departments in its activity implementation. And these ranged from learning institutions (Universities) to nature conservation agencies. In such activities and in all project communications BID logs were used.

Sources of verification- Use of BID and BIF logos in all communications.

7.2. Visibility of the EU contribution

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

Short summary- The Project has been using EU logo alongside BID and GBIF logos 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 _____

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: _21 January
2019 _____

Date report sent by post to GBIF Secretariat: _____



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