



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

1.	Table of Contents	1
2.	Project Description	2
3.	Overview of results	2
4.	Implementation of BID project activities	9
5.	Updated calendar for the BID project implementation and evaluation period	11
6.	Beneficiaries/affiliated entities and other cooperation	13
7.	Visibility	13





2. Project Information

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

Ghana Biodiversity Information Facility (GhaBIF)
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_AF2015-00032-NAC

2.4. Project title:

Capacity enhancement for Ghana Node the Global Biodiversity Information Facility (GBIF)

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

1st November 2017 and 31st August 2018

2.6. Country in which the activities take place:

Ghana

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)



<BID project id>

<Start and end date of the reporting period>



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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.	
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 (Mrs Gladys Schwinger) attended the BID Capacity Enhancement workshop. She was awarded a gold badge.	
Knowledge dissemination activities have been scheduled following the first BID Capacity Enhancement workshop	Yes	We will do this as part of the training on data mobilization before the end of 2017.	
At least one dataset has been published to GBIF.org	No	We are just about beginning with data mobilization activities.	
The data users identified in the full proposal have documented their intended use of the mobilized data and provided early feedback	No	We are yet to obtain documentation from data users but have had initial discussion with them.	

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
Strategic plan for Ghana Node of GBIF available	Stakeholders engagement / project meetings	No	Initial meetings have been organized. This activity is projected in early 2018.	None
Inventory of biodiversity data holders in Ghana	Questionnaire administration, and data analysis	Yes	The survey has been completed and the data analysis begun nearly completion.	Survey questionnaire



Library of data records on Ghana's biodiversity	Data digitization, geo-referencing data cleaning, and publication	No	We have not started with data mobilization because of the delay in training in data mobilization, management and use. We plan to begin this activity after training and will be able to meet our target because we will hire very dedicated data capture for the work. The sample-based dataset have been digitized already and about to be cleaned and check for geo-reference.	No
Training in data mobilization, management and use	Training workshop	No	The workshop was delayed because we could not complete other project activities and funds could not be released for the activity. We have planned for it to take place in November, 2017. It will take place together with my JRS funded project and Prof. A. T. Peterson, University of Kansas will be part of the training.	None
Biodiversity data use and requirements understood for Ghana	Stakeholders meeting/ workshop on data needs	Yes	A stakeholders meeting has been organised and the report compiled.	Partially completed workshop report
Use cases documented	Literature review / internet searches / data analysis	No	This is an on-going activities and will be completed close to the end of the project for purposes of a comprehensive report.	None
Dissemination of findings	Hosting of a workshop	No	This activity depends on other planned activities and will be achieved in the 2 nd -3 rd week of August, 2018	None



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
DPEB sample dataset	Ghana Herbarium, Department of Plant and Environmental Biology, UG	GhaBIF/ GBIF	Dec., 2017	Data mobilization and publication activities yet to start
DABSC Collection dataset	Department of Animal Biology and Conservation science, UG	GhaBIF/ GBIF	Dec., 2017	Data mobilization and publication activities yet to start
FORIG collections dataset	Forest Research Institute of Ghana (FORIG), Kumasi	GhaBIF/ GBIF	March, 2018	Data mobilization and publication activities yet to start
Aquatic dataset	Department of Fisheries and marine Sciences, UG	GhaBIF/ GBIF	June, 2018	Data mobilization and publication activities yet to start

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
DABCS collections dataset	DABCS, UG; Ministry of Environment, Science Technology	To meet Ghana's commitments to Convention on Biological Diversity (Aichi Targets and Clearing House	June, 2017- Dec. 2018	N/A	These activities are planned use of data only



	and Innovation (MESTI); UNEP-WCMC; University of Kansas	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.			
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 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
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

3.6. 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	Dates	Number of	Sources of
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	institution		participants	verification
Workshop biodiversity data needs fro Ghana	GhaBIF	21 st April 2017	31	Workshop report





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: Strategic plan

Description of any implementation during the reporting period: A workshop on biodiversity information needs for Ghana was organized. The workshop brought together 31 stakeholders in Ghana towards the development of a strategic plan for biodiversity issues in the country. Initial contacts have been established and plans are in place for the development of a strategic plan for the node.

Sources of verification: Workshop report

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 have received majority of the filled questionnaires, and have begun with analysis of the survey data.

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 was carried out during this period.

Sources of verification: N/A

Activity 2 name: Capacity enhancement

Description of any implementation during the reporting period: The workshop on biodiversity information need in Ghana was useful in providing basic knowledge to stakeholders on issues about biodiversity data mobilization, management and use. A training workshop on data mobilization, management and use is scheduled to take place before the end of the year.

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: A workshop on biodiversity information needs and data-holding institutions in Ghana has been organized. The data is being analysed for a deeper understanding of the data use and requirements for Ghana.

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.

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.

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 (31 st June/2018)																									
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	X	X	X	X												
Data use needs							X	X	X	X	X	X	X												
Project training													X	X	X										The period for training has been changed
Data mobilization and publication															X	X	X	X	X	X	X				Data mobilization activity has been changed due to delay in training.
Uses cases																			X	X	X				
Strategic plan																				X	X	X			
Dissemination workshop																							X	X	





Evaluation period (maximum 6 months, ending 31 December 2018 at the latest)							
Evaluation period start date and end date (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:



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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 formal links with other project or initiatives at this stage. However, there are links project activities to my JRS funded project on Mobilization of primary biodiversity data on West African plants" particularly with regard to data capture and publications.

We see synergies between the current project and newly selected project on medicinal plants in Ghana. The synergies will be fully explored to enhance the outcomes of both project funded under the BID program.

7. Visibility

7.1. Visibility of the BID project

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. A briefing on the project was published on University of Ghana website following from the workshop on biodiversity information needs in Ghana.

Sources of verification

Survey questionnaire

7.2. Visibility of the EU contribution

We have included on our survey questionnaire that the project is part of the GBIF-BID project with funds from the European Union. We acknowledged the source of funding for the project at the workshop on biodiversity information needs for Ghana.

Sources of verification

Survey questionnaire





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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: _____



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