BID Africa 2017 – Small 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" 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

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1. Table of Contents

This programme is funded by the European Union

2. Project Information

2.1. Principal investigator and grant coordinator: Institution/network/agency name: FORCONSULT, College of Forestry Wildlife and Tourism, Sokoine University of Agriculture, Morogoro Tanzania

2.2. Principal investigator name and role: Prof PKT Munishi. Project Coordinator, Data mobilization and publishing

2.3. BID proposal identifier: BID-AF2017-0258-SMA

2.4. Project title: Establishing Metadata of Biodiversity Data Generated from Ramsar Sites in Tanzania

2.5. Start date and end date of the reporting period: 30.10.2017 - 30.12.2018

2.6. Country(ies) in which the activities take place: Tanzania

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).

During the reporting period the following were achieved

- Prepared a Biodiversity Data Capture tool to enable collation and compilation of biodiversity data from Ramsar Sites.
- Inventoried the relevant biodiversity data holders for two Ramsar Sites – Kilombero and Malagarasi-Muyovozi and compiled inventories of data holdings
- Collated occurrence data for birds in Kilombero Ramsar Site and Plant Checklist for for Kilombero and Malagarasi-Muyovozi Ramsar Sites

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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 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)	Yes	The data holders of biodiversity data from three Ramsar Sites complete the capacity self assessment	Completed capacity self - assessment
At least one data publishing institution is registered with GBIF.org Guidelines to become a publisher: https://www.gbif.org/become-a-publisher	Yes	The Department of Ecosystems and Conservation Sokoine University of Agriculture is registered as data publisher on GBIF website	https://www.gbif.org/country/TZ/summary
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	Yes	One person - Mr Paulo Lyimo attended the BID Capacity Enhancement Workshop on Data Mobilization organized by the BID Program in Cape town South Africa in 2017 and the online Data mobilization program for BID programme 2015	Registered Participant practicing data mobilation and Publishing via IPT Paulo is now the data publishing expert in Tanzania
Knowledge dissemination activities have been scheduled following the BID Capacity Enhancement workshop on Data Mobilization	Yes	Paulo Lyimo has been undertaking training on data publishing to young staff at Sokoine University of Agriculture. Some of them are now knowledgable on the process of data preparation into Darwin Core Archives and publishing through IPT. The training continues as we continue publishing data from the project	Names of those trained include Mr. Adili Bugingo an MSc Student at Sokoine University of Agriculture

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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
Increase available biodiversity data, within and beyond the grant period	• Biodiversity Metadata Capture Tool for adaptation to Ramsar Wetlands	Yes	• A data capture tool has been prepared to enable collation and compilation of biodiversity data from Ramsar Sites	Data Capture Tool
1. Metadata of biodiversity data holdings from Ramsar sites Projects	• Inventory of Biodiversity Data Holders	Yes	• An invenrory of relevant data holders from three Ramsar Sites – Kilombero Floodplains, Malagarasi-Moyovozi and Lake Natron has been done	List of relevant Data Holders Kilombero District Council Monduli District Council Urambo District Council
2. Datasets of occurrence, checklist and sample-based data from Ramsar sites projects	Mobilizing species occurrence, checklist and sample-based data from data holders of Ramsar sites projects who are willing to publish their data	No	• Collated occurrence data for birds in Kilombero Ramsar Site and Plant Checklist for Kilombero and Malagarasi-Muyovozi Ramsar Sites. Data from Lake Natron are yet to be collated. Compilation of the available data in progress. Publishing to follow after compilation and preparation of the data following the Darwin Archives format	Species occurrence, checklist and sample-based data from the two Ramsar sites projects .
Apply biodiversity data in response to conservation priorities	Increased awareness on data sharing and use through advocacy events	Yes	• Some awareness created during the inventory of data holdings. To be completed by the end of the project	Staff from the Ramsar Site in Kilombero and Malagarasi and Monduli are aware of biodiversity data
Increased awareness on data sharing and use through sharing of outreach materials	Development of outreach materials	No	A poster on occurrence and distribution biodiversity in the Ramsar sites being developed and completed at the end of the project for sharing	Prepared Poster disseminated once completed
3. Training on IPT	Training of staff from the relevant Ramsar Sites	No	To be undertaken between July and August 2018	Training Report, Topics covered in the Training

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" and expected date of publication (month and year). Add as many rows as needed.

No data has been published yet. Data being compiled for the different Ramsar Sites

Dataset title	Publishing institution	DOI or URL/Planned hosting institution	~~Date~~/expected date of publication	Explanatory notes
Kilombero Flood Plains Ramsar Site Biodiversity Data	Department of Ecosystems and Conservation Sokoine University of Agriculture (Earlier – Department of Forest Biology)	Department of Ecosystems and Conservation, Sokoine University of Agriculture	December 2018	The data for the site are being collated and complied according to the Darwin Core Archives. Once complted they will be published on the GBIF.org portal
Malagarasi – Muyovozi Ramsar Site Biodiversity Data	Department of Ecosystems and Conservation Sokoine University of Agriculture (Earlier – Department of Forest Biology)	Department of Ecosystems and Conservation, Sokoine University of Agriculture	December 2018	The data for the site are being collated and complied according to the Darwin Core Archives. Once completed they will be published on the GBIF.org portal
Lake Natron Ramsar Site Biodiversity Data	Department of Ecosystems and Conservation Sokoine University of Agriculture (Earlier – Department of Forest Biology)	Department of Ecosystems and Conservation, Sokoine University of Agriculture	December 2018	The data for the site are being collated and complied according to the Darwin Core Archives. Once completed they will be published on the GBIF.org portal
Checklist of Species of Tanzanian Ramsar sites	Department of Ecosystems and Conservation Sokoine University of Agriculture (Earlier – Department of Forest Biology)	Department of Ecosystems and Conservation, Sokoine University of Agriculture	December 2018	The data for the site are being collated and complied according to the Darwin Core Archives. Once completed they will be published on the GBIF.org portal

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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 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
(1) Kilombero Flood Plains Ramsar Site Biodiversity Data (2) Malagarasi – Muyovozi Ramsar Site Biodiversity Data (3) Lake Natron Ramsar Site Biodiversity Data (4) Checklist of Species of Tanzanian Ramsar sites	• Department of Ecosystems and Conservation	• Training at both undergraduate and postgraduate levels • Student Research (Final Year undergraduate Special Project Research, MSc and PhD research	After compilation of the data	Data set being used in training Data set being used in student research	The data is expected to be used in training programs at different levels and student research once publishing is completed
	• Ministry of Natural Resources and Tourism – Wildlife Division • Vice presidents Office Department of the Environment • Tanzania Wildlife Authority (TAWA), • The Tanzania Biodiversity Information Facility (TanBIF)	• Management of Ramsar Sites. This is the focal Ministry for Sustainable Management of Wetlands • To inform conservation decisions on sustainable wetlands management • Population of the TanBIF Portal as a gateway for national biodiversity information	After Compilation of the data	• Data set being used for management and conservation purposes	The data is expected to be used in management of Ramsar Sites and other relevant wetlands in the country
	• Tanzania Wildlife Research Institute (TAWIRI) • Tanzania Forest Service (TFS)	Research and Development	After Compilation of the data	Dataset being used for research and development to improve wildlife management and conservation	The data is expected to be used in wetland research and improve the management of Ramsar Sites and other relevant wetlands in the country
	• Kilombero, Ulanga, Urambo, Monduli, Serengeti and Uvinza Districts	• To inform conservation decisions on sustainable wetlands management in the districts	After Compilation of the data	Dataset being used to inform decisions on sustainable wetlands management	The data is expected to be used making decisions pertaining to sustainable wetlands management in the respective districts

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
NA	NA	NA	NA	NA

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 (dd/mm/yy)																
Activity	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	**Notes**
Early Progress evaluation & reporting			X	X												1 January 2018 – 30 March 2018
Mid-term evaluation & reporting							X	X								TBA by GBIF
BID Capacity Enhancement workshop – Data mobilization and publication (Online training - Participation is mandatory)			X													TBA by GBIF
BID Capacity Enhancement workshop – Data use (Online training - Participation is mandatory)				X												TBA by GBIF
Ramsar Metadata Tool	X	X														1 October 2017 – 30 November 2017
Inventory of Data Holders		X	X	X	X	X										1 November 2017 – 30 March 2018
Metadata of biodiversity from Ramsar Sites				X	X	X	X	X	X	X	X	X	X	X		1 February 2018 – 30 November 2018
Training									X	X	X					1 June 2018 – 30 August 2018

Evaluation period start date and end date (dd/mm/yy)			
Activity	1	2	3	**Notes**
Final financial and narrative reporting		X	X	1 October 2018 – 30 December 2018
Ramsar Metadata Tool		X	X	1 October 2018 – 30 December 2018
Data Holders		X	X	1 October 2018 – 30 December 2018
Metadata		X	X	1 October 2018 – 30 December 2018
Training		X	X	1 October 2018 – 30 December 2018

4.1. Explanatory notes:

The calender for the BID project implementation remains the same as previously planned. Early reporting delayed a bit to end of April 2018 instead of February 2018

5. Beneficiaries/affiliated entities and other cooperation

5.1. 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.

The partners have shown a good spirit of participation. This is shown by the fact that all of them were ready to supply the data at their disposal for this project

5.2. 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, how far has your BID project been able to build upon/complement the previous project(s) ?

The project is working together with the Tanzania Biodiversity Information Facility. It is expected that the generated data will as be published through the TanBIF Portal.

Furthermore the project is working with the department of Ecosystems and Conservation and the Sokoine University of Agriculture Center for Computing, Information and Communication Technology to get the data also published via the Sokoine University URL

6. Visibility

Please refer to the [BID guidelines](#)

6.1. Visibility of the BID project
How is the visibility of your BID project being ensured?

Short summary

The bid project has been explained and accepted by relevant stakeholders and users of the project information. The information to be generated will be used nationally to enhance decisions for the sustainable management and conservation of wetlands by different institutions including the Ministry of Natural Resources and Tourism – Wildlife Division, Vice presidents Office Department of the Environment, Tanzania Wildlife Authority (TAWA), The Tanzania Biodiversity Information Facility (TanBIF), Tanzania Forest Research Institute (TAFORI), Tanzania Wildlife Research Institute (TAWIRI) and the Kilombero, Ulanga, Urambo, Monduli, Serengeti and Uvinza Districts

Sources of verification

The relevant instituions that will use the data for purposes of sustainable wetlands management

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

Short summary

The reports and data publishing will ensure acknowledgement of the EU financial support to enable the implementation of the project. Further any event undertaken by this project will always aknowledge the EU support to make its contribution visible at all levels and stages of implementation. Therefore the EU is acknowledged as the funding Agency at both the local project level and thrugh GBIF. This makes it possible for stakeholders and government to recognize the role played by EU in enhancing the impelemntation of the project.

Sources of verification

This project reports and events, partners in the project implementation

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

Signature _____

Name of the contact person for the BID Project: _____Prof Pantaleo KT Munishi _____

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

Date report sent by post to GBIF Secretariat: to be determined after comments from BID