



Department  
for Environment  
Food & Rural Affairs



Foreign &  
Commonwealth  
Office



Department  
for International  
Development



DPLUS012

## Darwin Plus: Overseas Territories Environment and Climate Fund Project Application Form

Submit by Monday 7 January 2013

Please read the Guidance Notes before completing this form  
Information to be extracted to the database is highlighted in blue

### Basic Data

<b>1. Project Title</b>	<b>Conserving plant diversity and establishing ecosystem based approaches to the management of forest ecosystems in the British Virgin Islands</b>
<b>2. OT(s) covered by proposal</b>	British Virgin Islands (BVI)
<b>3. Start Date:</b>	1 <sup>st</sup> July 2013
<b>4. End Date:</b>	31 <sup>st</sup> March 2015
<b>5. Duration of project (cannot be longer than 24 months)</b>	21 months

<b>Summary of Costs</b>	2013/14	2014/15	2015/16	<b>Total</b>
<b>6. Budget requested</b>	£41,259	£42,656	N/A	£83,915
<b>7. Total value of Co-funding</b>	£36,107	£40,995	N/A	£77,102
<b>8. Total Project Budget (all funders)</b>	£77,366	£83,651	N/A	£161,017
<b>9. Names of Co-funders</b>	National Parks Trust of the Virgin Islands			

<b>10. Lead applicant organisation (who will be responsible for delivering outputs, reporting and managing funds)</b>	National Parks Trust of the Virgin Islands (NPT)
<b>11. Project Leader name</b>	Joseph Smith Abbott, Director
<b>12. Email address</b>	director@bvinpt.org
<b>13. Postal address</b>	P.O. Box 860, Road Town, Tortola, British Virgin Islands VG1110
<b>14. Contact details: Phone/Fax/Skype</b>	Tel: 284-852-3650, Fax: 284-852-3660

<b>15. Type of organisation of Lead applicant. Place an x in the relevant box.</b>							
OT GOVT	UK GOVT	UK NGO	Local NGO	<input checked="" type="checkbox"/>	International NGO	Commercial Company	Other (e.g. Academic)

16. Principals in project. Please identify and provide a one page CV for each of these named individuals. You may copy and paste this table if you need to provide details of more personnel or more than one main, or other, project partner.

Details	Project Leader	Project Partner 1 - Main	Project Partner 2
Surname	Smith Abbott	Hamilton	
Forename(s)	Joseph	Martin	
Post held	Director	UKOTs Programme Coordinator	
Institution (if different to above)	National Parks Trust of the Virgin Islands	Royal Botanic Gardens, Kew (Kew)	
Department		Conservation, Living Collections & Estates	
Telephone/Skype			
Email			

17. Has your organisation received funding under the Darwin Initiative before? If so, please provide details of the most recent (up to 3 examples).

Reference No	Project Leader	Title
7-163	Joseph Smith Abbott	Integrating National Parks, Education & Community Development (British Virgin Islands)
12-023	Brendan John Godley	Darwin Initiative Assessment of the Coastal Biodiversity of Anegada, BVI

18. If your answer to question 17 was no, provide details of 3 contracts previously held by your institution that demonstrate your credibility as an implementing organisation. These contacts should have been held in the last 5 years and be of a similar size to the grant requested in this application.

#### Project Details

**19. Project Outcome Statement:** Describe what the project aims to achieve and what will change as a result. (100 words max)

This project will map BVI's terrestrial ecosystems to inform gaps present within the proposed protected area network and inform the creation of a draft management plan for forests, based upon the IUCN ecosystem based approach. This will lead to the identification of new areas for inclusion in the BVI Protected Areas System Plan and provide baseline data that will inform the creation of a dynamic decision support tool for conservation management. The *ex-situ* conservation role of the JR O'Neal Botanic Gardens (JRONBG) will be strengthened as more threatened native species from forest ecosystems are incorporated into the Collections.

**20. Background:** (What is the current situation and the problem that the project will address? How will it address this problem? What key themes will it address? (200 words max)

There are significant gaps in information on terrestrial ecosystems across the BVI and their constituent plant diversity. The primary vegetation cover in the BVI is Caribbean/seasonally dry forest and this is one of the most threatened ecosystems in the world, due to the rapid conversion of these areas for anthropogenic use.

Two previous Darwin Initiative funded projects identified 4 BVI endemic and 16 threatened species between the two project focal areas. A broader survey of habitats is required to identify the distribution of these and other threatened species to allow better conservation management within and outside of protected areas. This project will also provide data that will feed into the creation of a decision support tool for on-going management of these areas, it will inform the BVI Government development planning process and formalise recommended management activities through the creation of a draft management plan for forest ecosystems that will be used by the NPT and the Town and Country Planning Department (TCP).

This project will address the theme 'Habitat or species conservation, management and sustainable use for terrestrial and marine environments', in addition to 'Projects that help to take forward work in priority areas identified through environmental mainstreaming'.

**21. Methodology:** Describe the methods and approach you will use to achieve your intended outcomes and impact. Provide information on how you will undertake the work (materials and methods) and how you will manage the work (roles and responsibilities, project management tools etc). Give details of any innovative techniques or methods. (500 words max)

A vegetation map for the BVI will be created in the NPT's existing GIS (geographic information system) by NPT and Kew through photo interpretation, using a combination of LANDSAT images and aerial photography. Kew also has a well-established GIS department that will assist in the desktop mapping exercise to ensure this part of the project proceeds within the stated timeframe. NPT has previous experience of a territory wide mapping project when creating marine habitat maps in an OTEP funded project that led to the selection of marine protected areas. NPT also produced a vegetation map for the island of Anegada in the previous Darwin funded project. Lessons learned during these projects will ensure a more efficient and accurate process for the terrestrial mapping.

Targets will be established for the proportion of areas that will be directly surveyed during this project. An existing satellite based vegetation survey completed by the University of Colorado in 2000 for the US and British VI will be used as a base map. The long term goal is to survey all of the identified ecosystems in the GIS and create detailed species lists by integrating this activity into the annual work plan of the NPT with support from Kew.

A workshop will be hosted by NPT at the project outset to review the available GIS maps in the BVI National GIS (NPT is a member) to determine the terminology to employ within the mapping process and to create a protocol for mapping exercises.

This project will fulfil the environmental mainstreaming goal of informing strategic decision making within the BVI Government, by improving the development planning process of the BVI Government, and communicating the value of the environment as maps are visual educational tools.

Plant material for *ex-situ* conservation, in addition to herbarium specimen vouchers will be collected from threatened species during fieldwork by. Phenological studies of threatened species will be conducted by the NPT and Kew field team throughout the project in order to build a profile for each species and inform best practices for *in-situ* conservation and *ex-situ* at the JRONBG & Kew and to better inform management options. All data gathered for threatened species, together with high resolution images from the herbarium vouchers, will be widely available through the UKOTs Online Herbarium (<http://herbaria.plants.ox.ac.uk/bol/UKOT>).

Two stakeholder meetings will be held following the completion of the mapping exercise by NPT to present the initial findings and to gather feedback on the anthropogenic uses within these areas, in collaboration with other Government Departments and stakeholders.

The biological survey work, production of GIS maps which are fully integrated within the National GIS, and review of stakeholder feedback will be collated and fed into the production of a draft management plan created by NPT for forest ecosystems. NPT has extensive experience of the management planning process and in 2012 conducted an ecosystem based management planning workshop facilitated by the RSPB, so this approach is already familiar to the BVI stakeholders who will be part of this process.

## **22. How does this project:**

- a) Deliver against the priority issues identified in the assessment criteria
  - b) Demonstrate technical excellence in its delivery
  - c) Demonstrate a clear pathway to impact in the OT(s)
- (500 words max)

Clear and measurable outcomes delivered in this project include: an improved GIS framework to support development planning and biodiversity conservation; enhanced *ex-situ* collections and herbarium specimen vouchers collected and its data widely available through the UKOTs Online Herbarium; improved management planning framework for forests based on ecosystem-based approaches. These will all assist in the achievement of long term strategic objectives as it is a legal requirement under the NPT Act 2006 for the System Plan of Protected Areas (approved by Cabinet in 2008) to be updated periodically to ensure representativeness and inclusion of areas to maintain ecological processes. As mentioned in #21 (above) the NPT undertook an assessment of the marine environment to inform the System Plan but this has not been done for the terrestrial environment since the plan's first version in 1981.

This project addresses international agreements and the national development agenda, eg.:

- the Global Strategy for Plant Conservation targets: 1 (online flora of all known plants), 2 (assessment of conservation status of all known plants), 4 (at least 15% of each ecological region effectively managed)
- the BVI Environment Charter commitments of the BVI: #2 (protection and restoration of key habitats....through appropriate management structures and mechanisms') and #7 ('Review range, quality ...of baseline data for natural resources and biodiversity.')
- the CBD Aichi biodiversity target of mainstreaming biodiversity across government and society will be addressed in target #2, 'biodiversity values have been integrated into national and local development..and planning processes..' as this assessment of terrestrial ecosystems will quantify in measureable terms ecosystem coverage and contribute to the valuation process being undertaken through the JNCC project 'developing an ecosystem based decision support tool'. Target #19 'knowledge, the science base and technologies relating to biodiversity, its values...status and trends, and the consequences of its loss' will also be met as this project focuses at the ecosystem level and the use of GIS promotes better understanding of the remaining distribution and condition of threatened habitats and species using an interactive and visual technological platform.
- best management practices within the network of protected areas, in combination with the existing annual work planning process and also to provide guidelines and recommendations for best practices within these ecosystems outside of protected areas. The latter point was specifically requested by TCP at the ecosystem based approach to management planning workshop discussed in #21.

The use of GIS technology for adaptive conservation management within NPT directly demonstrates the level of technical excellence that will be achieved, as NPT is a member of the National GIS committee which shares all GIS data in order to inform the BVI Government's development planning process. The NPT planning process and project outcomes will be sustained by continued updates to the GIS ecosystem map layers.

The clear pathway that will be demonstrated through this project will be the baseline data that this project will create and how widespread its application will be within the NPT, across many different Government Departments for multi-level planning use and the wider public as an education tool.

**23. Who are the stakeholders for this project and how have they been consulted (include local or host government support/engagement where relevant)? Briefly describe what support they will provide and how the project will engage with them. (250 words max)**

The project is being undertaken by the NPT, which is a statutory body under the Ministry of Natural Resources and Labour. Local partners participating in the project are mainly government departments with responsibility for the environment including the Conservation and Fisheries Department (CFD), the TCP, the BVI Tourist Board (BVITB). Consultation with these departments took place during a recent ecosystem based approach to management planning workshop and in preparation of this proposal. The support provided by these departments will include participation in workshops. This project will engage CFD and TCP as it provides GIS information required for their watershed management project that aims to reduce erosion through better planning for development in upland forests which then impacts coastal areas. BVITB will be engaged as the variety of plants and collections at the JRONBG will be enhanced for a more unique visitor experience.

The BVI Government National Geographical Information System (NGIS) committee has been engaged through updates by NPT at monthly meetings. They will provide GIS technical support during the mapping phase.

Kew itself is a stakeholder as this project supports their on-going UKOTs Programme of work such as the OTEP supported UKOTs Online Herbarium. NPT and Kew have collaborated since 1999 and have a strong on-going partnership. To prepare this application NPT and Kew have had many Skype conversations with all members of the proposed project team at both organisations present.

**24. Institutional Capacity:** Describe the implementing organisation's capacity (and that of partner organisations where relevant) to deliver the project. (500 words max)

The NPT has been managing national parks and protected areas since 1961. During this period the park system expanded from one terrestrial park to 20 and these areas are currently managed by a staff of 14 terrestrial wardens. The biodiversity conservation and terrestrial parks programmes of the NPT are managed by a Programme Coordinator, and a Planning Coordinator with 15 years' experience of managing GIS, management planning and stakeholder engagement activities.

The NPT has worked in collaboration with local and international agencies to complete several Darwin and OTEP funded projects successfully, in addition to its annual programme of work. It has the institutional and technical capacity to plan and implement a GIS mapping survey due to the successful implementation of an identical ecosystem survey of the marine environment across the BVI and a vegetation map of Anegada using GIS. JRONBG staff has worked with the Kew team on flora inventories and field collections in previous projects and as part of their daily activities they manage *ex-situ* collections of threatened flora at the JRONBG and propagate new plant material of conservation value.

The Director of NPT has 16 years' experience of administering internationally funded projects at NPT and has well established relationships with all of the stakeholder groups that will be engaged in this project.

Kew contributes a highly skilled team of experts with widespread experience of flora inventory and mapping across the UKOTs. The team's familiarity with the BVI landscape is a reflection of the 12 year relationship with NPT.

## 25. Expected Outputs

Output ( <i>what will be achieved e.g. capacity building, action plan produced, alien species controlled</i> )	Indicators of success ( <i>how we will know if its been achieved e.g. number of people trained/ trees planted</i> )	Status before project/baseline data ( <i>what is the situation before the project starts?</i> )	Source of information ( <i>where will you obtain the information to demonstrate if the indicator has been achieved?</i> )
1. Ecosystem and vegetation maps produced for the BVI	1.1 Extent of area mapped in the GIS increased	1.1.1 One island, Anegada, has a complete GIS-based & ground truthed vegetation map  1.1.2 There is an existing satellite based GIS vegetation survey of the BVI completed by the University of Colorado in 2000 that will be used as a base map to be ground truthed	Completed protocol for the mapping process  Plant lists generated from fieldwork  GIS maps created through aerial photograph interpretation and existing GIS plant data  Analysis reports and cross referenced GIS maps based upon the University of Colorado vegetation map
2. Gaps in terrestrial protected area network identified	2.1 Presence of ecosystem and vegetation map for the BVI produced in the GIS  2.2 Presence of GIS map that identifies existing parks and protected areas vs. important plant areas across the BVI  2.3 Presence of GIS map that indicates new proposed protected areas across the BVI  2.4 Stakeholder meeting held to present proposed boundaries	2.1.2 There is an existing system of protected areas for the BVI mapped in the GIS, based upon the 2007-2017 approved plan, but this did not incorporate recent ecosystem or flora research for the terrestrial environment, it was based upon the original 1981 system plan for the BVI prior to extensive development across the BVI	GIS ecosystem and vegetation maps that indicates existing PA boundaries and overlays this with critical ecosystem and plant areas identified in this project  Minutes from stakeholder meeting
3. Gaps in existing <i>ex-situ</i> collections of JROBG threatened species identified and filled	3.1 Presence of gap analysis report of <i>ex-situ</i> collections at JRONBG  3.2 List of plant species collected generated and posted on NPT website  3.3 100 <i>ex-situ</i> plant collections made	163, 891 seeds from 21 species collected by NPT and Kew from previous studies  7 threatened species collected and accessioned at the JROBG	Field work reports of plant collection trips  Gap analysis report that identifies existing collections at the JROBG and plants contained within the nursery, vs. plants that should be included in collections
4. Herbarium specimen vouchers collected and accessioned	4.1 200 specimens collected, accessioned and incorporated into the Online Herbarium	1,126 herbarium specimens currently available via the UKOTs Online Herbarium	Field work reports of plant collection trips  Number of staff trained in herbarium specimen collection

Output ( <i>what will be achieved e.g. capacity building, action plan produced, alien species controlled</i> )	Indicators of success ( <i>how we will know if its been achieved e.g. number of people trained/ trees planted</i> )	Status before project/baseline data ( <i>what is the situation before the project starts?</i> )	Source of information ( <i>where will you obtain the information to demonstrate if the indicator has been achieved?</i> )
5. Phenological studies of threatened species undertaken	5.1 Programme of phenological studies implemented for 15 threatened species	No phenological studies have been conducted to date  5 staff trained in ecological sampling techniques	Field work reports of select threatened species phenology  NPT annual report to confirm periods of time and activities conducted to acquire phenological information  Number of staff trained in phenological survey techniques
6. Draft management plan for forest ecosystems produced	6.1 Complete draft management plan produced  6.2 Stakeholder meeting conducted and comments received	2 draft management plans produced by NPT for site specific parks  1 ecosystem based approach workshop facilitated by RSPB and completed by NPT in 2012  Recommendations for the conservation role of the JROBG produced in previous Darwin funded projects	Literature review of previous recommendations made in site specific projects pertaining to forest ecosystems, including CFD's watershed management project reports  Minutes from stakeholder meeting
7. Flora inventories for select parks and ecosystems outside the existing protected area network completed and entered into database	7.1 Number of flora inventories increased  7.2 Number of known threatened species extant in the BVI identified  7.3 Number of species entered into database and linked to GIS map increased	9 national parks have had flora inventories conducted  5 islands have had rapid assessments of flora completed by Kew but more in-depth survey is required  The Island Resources Foundation (IRF) have conducted rapid assessments of flora on Jost Van Dyke, Virgin Gorda and Anegada but these results are not integrated into a national database or in a format that can be easily incorporated into the National GIS  TCP requires environmental impact assessments (EIAs) for certain types of	Flora inventory lists of representative ecosystems studied in the project  Collated data reports of current and historical records from NPT and Kew  Summary report of IRF species lists and other EIA species lists  Number of staff trained in flora survey techniques

Output ( <i>what will be achieved e.g. capacity building, action plan produced, alien species controlled</i> )	Indicators of success ( <i>how we will know if its been achieved e.g. number of people trained/ trees planted</i> )	Status before project/baseline data ( <i>what is the situation before the project starts?</i> )	Source of information ( <i>where will you obtain the information to demonstrate if the indicator has been achieved?</i> )
		development projects. This has resulted in the creation of many flora species lists for small, site specific areas.	

**26. Expected Outcomes:** How will each of the outputs contribute to the overall outcome of the project? (100 words max)

An enhanced and updated Protected Areas System Plan derived from a systematic approach to gap analysis, improved baseline data for the future creation of a decision support tool and ecosystem-based management planning for forest ecosystems are principal outcomes. Field work for ecosystem mapping will inform the gap analysis of the existing PA system. Phenological studies, herbarium collections and flora inventory documentation will address the goal to strengthen the role of the JRONBG. Improved decision support mechanisms reliant on GIS will facilitate decision making related to biodiversity conservation and development planning to meet the Territory's strategic priorities.

### 27. Main Activities

Output 1	Activities or tasks to be done to deliver the outputs. Include activities on information sharing and collaboration with other OTs
1.1	Conduct desktop analysis of University of Colorado satellite data vegetation map in GIS, overlaying all existing GIS related plant data and existing aerial photos for the BVI
1.2	Conduct workshop to review available GIS maps, determine terminology to use in the mapping process and to create a protocol for the mapping process
1.3	Groundtruth survey of University of Colorado vegetation map to confirm habitat type and identify species composition, through plant surveys (on every island in the BVI). A representative and statistically appropriate number of points will be ground truthed to ensure accuracy
1.4	Produce GIS ecosystem and land cover maps for the BVI
Output 2	
2.1	Perform desktop GIS analysis of existing PA network, overlaid with the new ecosystem and land cover maps to identify gaps of forest types not included in the network
2.2	Conduct desktop GIS exercise to select new areas for inclusion in the PA network, producing a map indicating proposed boundaries
2.3	Conduct stakeholder meeting to present proposed additions to the PA network
2.4	Compile feedback from stakeholder meeting and adjust GIS maps as needed
Output 3	
3.1	Conduct field work to collect 100 <i>ex-situ</i> collections for JROBG
3.2	Conduct survey of existing collections at the JRONBG and update existing GIS map and plant list
Output 4	
4.1	Conduct field work to collect 200 herbarium specimen vouchers



4.2	Update Kew's UKOTs Online Herbarium database with herbarium vouchers
Output 5	
5.1	Conduct field work to study phenology of 15 threatened species
Output 6	
6.1	Conduct literature review of existing recommendations for management of forest ecosystems in the BVI and other island systems based upon existing projects (eg. CFD's watershed management project)
6.2	Prepare draft management plan for forest ecosystems
6.3	Conduct stakeholder meetings to present the draft plan
6.4	Compile stakeholder input, review and incorporate into plan as relevant
6.5	Submit draft management plan to NPT Board and follow legal requirements within the NPT Act to get the plan approved
Output 7	
7.1	Collate plant lists acquired in output 1 with existing inventories
7.2	Update Kew's UKOTs Online Herbarium with new plant species locations and herbarium vouchers

<b>28. Risks</b>			
Description of the risk	Likelihood the event will happen (H/M/L)	Impact of the event on the project (H/M/L)	Steps the project will take to reduce or manage the risk
Technical difficulties with the existing GIS map layers	M	M	<ol style="list-style-type: none"> <li>1. Contact the project leaders who conducted the initial work</li> <li>2. Consult with the BVI National GIS committee and Kew GIS unit to seek assistance</li> <li>3. Recreate the maps in the GIS</li> </ol>
Extreme weather events disrupt research activities	M	H	<ol style="list-style-type: none"> <li>1. Schedule field activities outside of hurricane/rainy season</li> <li>2. Schedule indoor training or planning activities pertaining to the JRONBG</li> </ol>
Resolution of satellite imagery is too coarse for the study area	H	M	<ol style="list-style-type: none"> <li>1. Use Google Earth and import into the GIS</li> <li>2. Support the BVI Government Survey Department's proposal for new aerial photographs to be flown for the BVI</li> </ol>

<p><b>29. Sustainability:</b> How will the project ensure benefits are sustained after the project has come to a close? If the project requires ongoing maintenance or monitoring, who will do this? (200 words max)</p> <p>The GIS ecosystem map will continue to be updated and groundtruthed by incorporating this activity into the annual work plan of NPT, ensuring increased accuracy of this valuable base map. The cost of this activity will be included in the annual budget of the organisation.</p> <p>It will be shared with the BVI National GIS and across the BVI Government to ensure maximum use at all levels of conservation management and development planning as no such base map exists at present and is critical to ensure sustainable development of the BVI.</p>
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The areas identified for inclusion in a revised terrestrial protected area system plan and the draft forest ecosystem management plan will be pursued for legal declaration by NPT following the legal process specified in the NPT Act.

Members of NPT staff trained in ecosystem mapping, plant surveys, live plant material and herbarium collections will share their skills with other members of staff, thereby increasing institutional capacity locally.

The long standing working relationship between NPT and project partners at Kew will continue, therefore phenological studies and the herbarium and ex-situ collections will be maintained. The UKOTs Online Herbarium is maintained as part of Kew's core commitment to the UK Overseas Territories.

**30. Monitoring & Evaluation:** How will the project be monitored and who will be responsible? Will there be any independent assessment of progress and impact? When will this take place, and by whom? (250 words max)

The Director and Planning Coordinator of the NPT will conduct quarterly reviews to ensure that targets are being met in the allotted timeframe and within budget. Monitoring of project progress will be measured against the indicators of success by the NPT, using the stated sources of information for the expected outputs. Independent assessment of progress is not anticipated as NPT are the lead organisation, with legal mandated responsibility for identification of new PAs and production of management plans, and outputs are linked so their successful completion is essential for the overall project outcome to be achieved.

Project impact can also be assessed during the stakeholder meetings to discuss the proposed terrestrial PAs and the draft forest ecosystem management plan, as these will incorporate a broad spectrum of public and Government individuals and groups who will directly be impacted by this project or be end users of the GIS data to better facilitate their own roles and responsibilities, eg. staff members of TCP and CFD.

The project completion report is **due up to 3 months** after the project is over and is linked to the final payment.

**31. Use of information:** If your application is successful, the information in this form may be published on the internet or used in publications. If there are any parts of the application which you do not want to be used in this way, please indicate them in the box below.

The NPT and Kew have no restrictions on any use of this application.

**32. Financial controls:** (Who is responsible for managing the funds? What experience do they have? What arrangements are in place for auditing expenditure?)

The funds will be administered by the NPT's Financial Comptroller and supervised by the Director. The Financial Comptroller was formerly employed in the Ministry of Communications and Works, Government of the VI with responsibility for the administration of Government projects.

The Director currently manages an annual budget in excess of \$1.5 million (US dollars) and has successfully managed Darwin and OTEP funded projects in the past.

An independent audit will be carried out by a reputable auditing firm in the Territory. The NPT is audited annually by an independent auditing firm.

**Please complete the separate Excel spreadsheet which provides the Budget for this application. Some of the questions earlier and below refer to the information in this spreadsheet.**

**NB:** Please state all costs by financial year (1 April to 31 March) and in GBP. **Budgets submitted in other currencies will not be accepted.** Use current prices – and include anticipated inflation, as appropriate, up to 3% per annum. The Darwin Initiative cannot agree any increase in grants once awarded.

### 33. Value for Money

Please explain how you worked out your budget and how you will provide value for money through managing a cost effective and efficient project. You should also discuss any significant assumptions you have made when working out your budget.

(300 words max)

The project budget was developed jointly by NPT and Kew to accurately reflect each partner's costs, with realistic estimates of percent of staff time to be allocated to this project. Efficient usage of project funds is a high priority. There are fewer visits by Kew for a longer duration in each project year to keep airline costs at a minimum. Moreover, as staff are trained through the project and they follow the protocol established in the first workshop, survey work can continue during periods when Kew may not be in country. Increased capacity, over time, will ensure that base maps will be continuously updated to meet management and conservation objectives. Field visits are scheduled for the most sensible times of the year to prevent weather related cancelations or peak season hotel costs.

The NPT will utilise its patrol vessel for field survey visits to offshore islands not accessible by ferry, and will ensure that the most cost effective mode of transport is employed to achieve project goals within budget. More expensive options, such as boat rentals, have been discarded. Project costs have been kept to travel and subsistence, staffing costs, a nominal cost for the purchase of GPS equipment, which will enhance data gathering and boat costs for inter-island travel.

The exchange rate used to convert from US dollars to GBP is: £0.6311 to the US dollar, which is the annual average between 1/1/2012 – 31/12/2012<sup>1</sup>

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<sup>1</sup> Source: <http://www.oanda.com/currency/average> - Exchange rate was accessed on 7 January 2013.

Provide a project implementation timetable that shows the key milestones in project activities. Complete the following table as appropriate to describe the intended workplan for your project (Q1 starting April 2013)

Activity	No of Months	Year 1				Year 2				Year 3			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Output 1													
1.1 Conduct desktop analysis of University of Colorado satellite data vegetation map in GIS, overlaying all existing GIS related plant data and existing aerial photos for the BVI	1		X										
1.2 Conduct workshop to review available GIS maps, determine terminology to use in the mapping process and to create a protocol for the mapping process	1			X									
1.3 Ground truth survey of University of Colorado vegetation map to confirm habitat type and identify species composition, through plant surveys	3			X	X	X		X					
1.4 Produce GIS ecosystem and land cover maps for the BVI	2			X	X	X		X					
Output 2													
2.1 Perform desktop GIS analysis of existing PA network, overlaid with the new ecosystem and land cover maps to identify gaps of forest types not included in the network	1							X					
2.2 Conduct desktop GIS exercise to select new areas for inclusion in the PA network, producing a map indicating proposed boundaries	1									X			
2.3 Conduct stakeholder meeting to present proposed additions to the PA network	1									X			
2.4 Compile feedback from stakeholder meeting and adjust GIS maps as needed	1									X			
Output 3													
3.1 Conduct field work to collect 100 <i>ex-situ</i> collections for JRONBG	3			X	X	X		X					
3.2 Conduct survey of existing collections at the JRONBG and	1		X										

Activity	No of Months	Year 1				Year 2				Year 3			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
update existing GIS map and plant list													
Output 4													
4.1 Conduct field work to collect 200 herbarium specimen vouchers	3			X	X	X		X					
4.2 Update Kew's UKOTs Online Herbarium database	2								X				
Output 5													
5.1 Conduct field work to study phenology of 15 threatened species	3			X	X	X		X					
Output 6													
6.1 Conduct literature review of existing recommendations for management of forest ecosystems in the BVI and other island systems based upon existing projects	1		X										
6.2 Prepare draft management plan for forest ecosystems	6				X	X	X						
6.3 Conduct stakeholder meetings to present the draft plan	1						X						
6.4 Compile stakeholder input, review and incorporate into plan as relevant	1							X					
6.5 Submit draft management plan to NPT Board and follow legal requirements within the NPT Act to get the plan approved	1								X				
Output 7													
7.1 Collate plant lists acquired in output 1 with existing inventories	1							X					
7.2 Update Kew's UKOTs Online Herbarium with new plant species locations and herbarium vouchers	2								X				

**CERTIFICATION 2013/14**

On behalf of the trustees of

National Parks Trust of the Virgin Islands

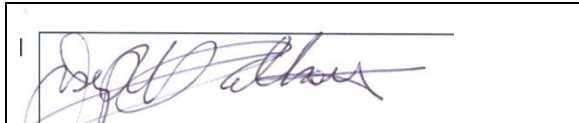
I apply for a grant of £ **83,915** in respect of **all expenditure** to be incurred during the lifetime of this project based on the activities and dates specified in the above application.

I certify that, to the best of our knowledge and belief, the statements made by us in this application are true and the information provided is correct. I am aware that this application form will form the basis of the project schedule should this application be successful. *(This form should be signed by an individual authorised by the lead institution to submit applications and sign contracts on their behalf.)*

**I enclose CVs for project principals and letters of support. Our most recent audited/independently verified accounts and annual report are also enclosed/can be found at (delete as appropriate):**

<b>Name (block capitals)</b>	Joseph Smith Abbott
<b>Position in the organisation</b>	Director

**Signed**



**Date:**

7<sup>th</sup> January 2013

## Application Checklist for submission

	Check
Have you provided <b>actual start and end dates</b> for your project?	x
Have you provided your <b>budget based on UK government financial years</b> i.e. 1 April – 31 March and in GBP?	x
Have you checked that your <b>budget is complete</b> , correctly adds up and that you have included the correct final total on the top page of the application?	x
Has your application been <b>signed by a suitably authorised individual?</b> (clear electronic or scanned signatures are acceptable in the email)	x
Have you included a <b>1 page CV for all the principals?</b>	x
Have you included a <b>letter of support from the <u>main</u> partner(s) organisations?</b>	x
Have you included a <b>copy of the last 2 years' annual report and accounts</b> for the lead organisation? An electronic link to a website is acceptable.	x
Have you <b>read the Guidance Notes?</b>	x
Have you <b>checked the Darwin Plus website</b> immediately prior to submission to ensure there are no late updates?	x

Once you have answered the questions above, please submit the application, not later than midnight GMT at the end of Monday 7 January 2013 to [Darwin-Applications@ltsi.co.uk](mailto:Darwin-Applications@ltsi.co.uk) using the first few words of the project title **as the subject of your email**. If you are e-mailing supporting documentation separately please include in the subject line an indication of the number of e-mails you are sending (e.g. whether the e-mail is 1 of 2, 2 of 3 etc). You are not required to send a hard copy.

DATA PROTECTION ACT 1998: Applicants for grant funding must agree to any disclosure or exchange of information supplied on the application form (including the content of a declaration or undertaking) which the Department considers necessary for the administration, evaluation, monitoring and publicising of Darwin Plus. Application form data will also be held by contractors dealing with Darwin Plus monitoring and evaluation. It is the responsibility of applicants to ensure that personal data can be supplied to the Department for the uses described in this paragraph. A completed application form will be taken as an agreement by the applicant and the grant/award recipient also to the following:- putting certain details (i.e. name, contact details and location of project work) on the Darwin Initiative and Defra/FCO/DFID websites (details relating to financial awards will not be put on the websites if requested in writing by the grant/award recipient); using personal data for the Darwin Initiative postal circulation list; and sending data to Governor's Offices outside the UK, including posts outside the European Economic Area. Confidential information relating to the project or its results and any personal data may be released on request, including under the Environmental Information Regulations, the code of Practice on Access to Government Information and the Freedom of Information Act 2000.