



Department  
for Environment  
Food & Rural Affairs



Foreign &  
Commonwealth  
Office



Department  
for International  
Development



## DPLUS048

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

Submit by **2359 GMT Monday 21 September 2015**

Please read the Guidance Notes before completing this form.

Information to be extracted to the database is highlighted blue. Blank cells may render your application ineligible

### Basic Data

<b>1. Project Title</b> (max 10 words)	<b>South Georgia Habitat Restoration Project: Post-Baiting Phase</b>		
<b>2. UK OT(s) involved</b>	South Georgia and the South Sandwich Islands	<b>Letter of support from OT government attached?</b>	Yes/No
<b>3. Start Date:</b>	1 April 2016.		
<b>4. End Date:</b>	31 March 2018		
<b>5. Duration of project (no longer than 24 months)</b>	24 months		

Summary of Costs	2016/17	2017/18	Total
<b>6. Budget requested from Darwin</b>	£45,000	£42,000	£87,000
<b>7. Total value of matched funding</b>	£35,000	£314,900	£349,900
<b>8. Total Project Budget (all funders)</b>	£80,000	£356,900	£436,900
<b>9. Names of Co-funders</b>	Confirmed (Year 1): Binks Trust, cruise ship passenger donations Potential (Year 2): EU BEST 2.0, Schroder Foundation, Ernest Kleinwort Charitable Trust, cruise ship passenger donations		

<b>10. Name, address and contact details of lead applicant organisation (responsible for delivering outputs, reporting and managing funds)*</b>	South Georgia Heritage Trust Verdant Works West Henderson's Wynd Dundee DD1 5BT Scotland
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\* Notification of results will be by email to the Project Leader named in Question 12

<b>11.Type of organisation of Lead applicant. Place an x in the relevant box.</b>							
OT GOVT	UK GOVT	UK NGO	x	Local NGO	International NGO	Commercial Company	Other(e.g. Academic)

**12. Partners in project. Please provide details of the partners in this project and provide a CV for the individuals listed.** You may copy and paste this table if necessary

Details	Project Leader	Project Partner 1	Project Partner 2
Surname	Martin		
Forename(s)	Anthony		
Post held	Professor of Animal Conservation		
Institution (if different to above)	University of Dundee		
Department	Centre for Remote Environments		
Telephone/Skype			
Email			

**13. Has your organisation been awarded Darwin Initiative funding before (for the purposes of this question, being a partner does not count)? If yes, please provide details of the most recent awards (up to 6 examples).**

Reference No	Project Leader	Title
20-003	Prof Anthony Martin	South Georgia Island Habitat Restoration Project: Mouse Eradication Sub-Project
DPLUS031	Prof Anthony Martin	South Georgia Island Habitat Restoration Project: Final Phase

**14. If your answer to Q13 was No, provide details of 3 contracts previously held by your institution that demonstrate your credibility as an implementing organisation.** These contracts should have been held in the last 5 years and be of a similar size to the grant requested in this application. (If your answer to Q13 was Yes, you may delete these boxes, but please leave Q14)

**15. Key Project personnel**

Please identify the key project personnel on this project, their role and what % of their time they will be working on the project. Please provide 1 page CVs for these staff, or a 1 page job description or Terms of Reference for roles yet to be filled. Please include more rows where necessary.

Name (First name, surname)	Role	Organisation	% time on project	1 page CV or job description attached?
Anthony Martin	Project Director	University of Dundee (seconded to SGHT)	25%	Yes/No
Richard Hall	Deputy Project Director	SGHT	25%	Yes/No

**Project Details**

**16. Project Outcome Statement:** Describe what the project aims to achieve and what will change as a result. (30 words max). You can copy and paste from Q26.

This project will determine whether rodent eradication on South Georgia has been achieved, initiate remedial action if not, and inform and encourage other eradications of invasive alien species globally.

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

Globally, invasive alien species (IAS) are second only to habitat loss in reducing biodiversity. This impact is especially pronounced on islands, and many UKOTs have consequently lost endemic fauna. South Georgia was invaded by rats and mice soon after discovery in 1775, and they subsequently spread, destroying native wildlife and leaving many bird species confined to small offshore islands. Over three seasons ending in 2015, rodent eradication was attempted on South Georgia. Evidence to date indicates that the effort was successful, but a comprehensive survey is needed before South Georgia can be declared rodent-free and treated as such. The current project, covering the post-baiting phase of eradication effort, is centred around that monitoring work. However, invasive alien species on other UKOTs and elsewhere in the world continue to cause catastrophic ecological damage. Removal of those IAS is possible in many cases, but capacity and confidence are often low in governments and NGOs that are otherwise best placed to do the work. This project includes the hosting and organisation of an international conference designed to facilitate knowledge exchange and increase capacity and confidence to embark upon new IAS eradications, especially in the UKOTs.

**18. 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)

We are planning a comprehensive yacht-based survey to cover the areas baited in 2013 and 2015 to take place November 2017 - February 2018. Although proving a negative is extremely difficult, two and a half years (4½ years for the Phase 2 areas) should be sufficient time to allow any surviving rodents to multiply to detectable levels.

SGHT will charter a yacht and make two separate voyages, each of about six or seven weeks. The first, in December 2017, will deploy monitoring devices in all the Phase 2 and 3 zones, and the second, in February 2018, will collect them. Each expedition will comprise at least seven people. Using a yacht is the only practical way of carrying out extended periods of monitoring on South Georgia.

SGHT will place devices at multiple sites in every one of the Phase 2 and 3 baiting zones, aiming for some 1,200 or more in total. A variety of detection devices will be deployed and their position noted using GPS. Every spot will be re-visited on the second voyage. The devices will provide cumulative evidence of any surviving rodents, rather than just evidence on the days of the visits.

The teams will place chew sticks, chew boards, wax tags, tracking tunnels and automatic camera traps, as appropriate, in each spot. They will also look for tunnels, faeces, tracks in the snow and evidence of chewed food. Devices are generally placed at intervals of 50-200m, in lines rather than in a grid pattern, with the lines dictated by the terrain. Gaps are gauged by GPS or pacing. At larger sites, devices are deployed at a ratio of 2 chew sticks to 1 chew board and 1 wax tag. At smaller sites, alternating chew boards and wax tags will be deployed.

The second team will then re-visit all sites in February 2018 and review physical evidence as manifested by the condition of the chew sticks, chew boards and wax tags and collect film from the various Bushnell trail cameras. This collection of evidence should confirm whether or not South Georgia is now free of rodents for the first time in more than two centuries.

To each expedition will be appointed a Leader answering to the same Steering Committee that provided guidance to, and oversight of, the baiting expeditions between 2010 and 2015.

The conference will be held at the University of Dundee in July 2017, and will be the third in a series of Island Invasives conferences, the first in the Northern Hemisphere. It will be organised by a Management Group comprising a combination of Dundee-based personnel (University and SGHT) and international consultants. The latter will include people who organised the previous conference in New Zealand. Advice from people of many countries involved in this field indicate that such a conference would be

widely welcomed and well attended, not least because of fast growing awareness of damage caused by IAS and the potential for their control/eradication in Europe, North America, the Caribbean and other Northern Hemisphere islands.

#### **19. 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)

##### **a) Priority Issues.**

The eradication of rodents from South Georgia is identified as a high priority in the GSGSSI 'Plan for Progress' and would help fulfil principle 7 of the Territory's Environment Charter: "*To safeguard and restore native species, habitats and landscape features, and control or eradicate invasive species*".

Eradicating rodents from South Georgia contributes to meeting the UK's obligations under at least two multilateral agreements. In 2014, the Convention on Biological Diversity (CBD) was extended to include South Georgia and the South Sandwich Islands, which became the fifth UK Overseas Territory to be included in the UK ratification of the Treaty. The CBD highlights Island Biodiversity as a thematic programme and invasive alien species as a cross cutting issue. This project relates particularly to CBD Article 8, relating to the eradication of alien species.

The project is also relevant to the following obligations within the Agreement for the Conservation of Albatrosses and Petrels (ACAP) under the Convention on Migratory Species:

- *Conserve and, where feasible and appropriate, restore those habitats that are of importance to albatrosses and petrels (Art III, 1a).*
- *Prevent introductions, eliminate or control non-native species detrimental to albatrosses and petrels (Art III, 1b).*

The eradication of invasive alien species in the UKOTs is one of the priorities for this Darwin Plus application round.

##### **b) Technical excellence**

The project builds upon experience from Phases 1, 2 and 3 of SGHT's Habitat Restoration Project on South Georgia, when logistics, methodology and organisation were tested in the island's challenging weather conditions and terrain. The team brings together a wealth of relevant experience from around the globe. The earlier operations demonstrate that the project is realistic, achievable, and deliverable on time, safely and within budget.

##### **c) Pathway to impact**

The sustainability of the result is dependent on no further introductions of rodents to the island. The responsibility for this lies with GSGSSI, which has stringent biosecurity measures in place to prevent future accidental rodent introductions.

The South Georgia Habitat Restoration project as a whole is by far the largest invasive rodent eradication operation in the world. Lessons learned from South Georgia are of relevance to future eradication efforts globally, not least on Gough Island - another South Atlantic UKOT facing a catastrophic impact of rodents on its avifauna. Just as the South Georgia project was inspired and informed by its predecessors, so we hope and trust that one of the greatest legacies of the South Georgia work will be to help build global capacity in this important field. The completion of the South Georgia baiting work coincides with the wide realisation that efforts to eradicate AIS are being held back by the lack of opportunities for experts and those interested in potentially mounting eradications to meet and discuss ideas and opportunities. The conference planned by SGHT will provide an excellent forum for these exchanges, and measures will be in place to encourage and assist the participation of people from less wealthy countries and islands, especially UKOTs.

**20. 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)**

(a) Government of South Georgia and the South Sandwich Islands (GSGSSI) has been closely involved in the planning and previous phases of SGHT's Habitat Restoration Project on South Georgia. GSGSSI monitored non-target mortality during the baiting phases, provided accommodation for the SGHT team on South Georgia at a discounted rate and has assisted with logistics. The Government will provide essential logistical support at King Edward Point during the monitoring.

(b) South Georgia's tour operators and tourists have also been closely involved from the outset. We have consulted the operators at their annual meetings (International Association of Antarctic Tour Operators), liaised with them about potential impacts on their operations and directly addressed the majority of their clients at South Georgia in recent years. To date, visitors have contributed in excess of £0.5 million to the rodent eradication project.

(c) Ties with British Antarctic Survey (BAS) are similarly close. Two of its Board members serve on the Steering Committee for the SGHR project, and BAS runs South Georgia's logistical base at King Edward Point, which will serve as the monitoring expeditions' logistical hub.

(d) The community of Governments, NGOs, funders and potential funders of efforts to eradicate IAS will be invited to attend the Dundee conference, and the majority of attendees will both pay registration fees that will fund the 5-day event and give talks about their area of interest. There will be continuous exchanges with attendees from the date of announcement of the meeting.

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

**SGHT**

Through the successful completion of the three earlier fieldwork campaigns on South Georgia, SGHT has demonstrated its capacity to deliver a large-scale field operation in challenging conditions, safely, on time and to budget, with a specialised international team. It also mounted a successful yacht-based monitoring expedition to the island in 2014, involving the deployment of almost 1,000 rodent detection devices.

SGHT is responsible for project delivery, including planning, preparations, H&S, environmental safety, field supplies, vessel charter, accommodation, monitoring, travel and financial control. The Trust will employ adequate extra staff to deliver the project. The Trust's organisational team has experience of purchasing and shipping equipment and supplies in support of fieldwork on South Georgia.

SGHT has experience of, and an excellent reputation for, financial control and audit. For the earlier fieldwork operations it hired and managed staff in all the disciplines pertinent to the fieldwork (medics, pilots, cook, engineers, GIS specialists, field staff and directorial staff). It trained those staff in H&S risks and procedures, and equipped them with UK-standard PPE, as it would for the 2016-18 post-baiting work.

Trust staff have experience of organising and running a conference in Dundee, albeit not of the size envisaged for the 2017 meeting. Some core services will be sourced externally, and SGHT personnel will focus on oversight and managing local logistics.

**APPLICANTS SEEKING £100,000 OR OVER SHOULD PROCEED TO QUESTION 26**

**22. Expected Outputs**

Output ( <i>what will be</i> )	Indicators of success	Status before	Source of information
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<i>achieved e.g. capacity building, action plan produced, alien species controlled)</i>	<i>(how we will know if its been achieved e.g. number of people trained/ trees planted)</i>	<i>project/baseline data (what is the situation before the project starts?)</i>	<i>(where will you obtain the information to demonstrate if the indicator has been achieved?)</i>
1. Evidence gathered to confirm whether earlier baiting phases have succeeded in eradicating rodents from South Georgia	At least 48 person weeks in field  At least 1,000 rodent detection devices set and revisited	Success of the rodent eradication campaign is unknown. Consequently SG cannot be declared rodent free and managed as such.	Field notes and evidence of rodent sign from detection devices.  Staff logs
2. International conference held in Dundee to disseminate lessons from eradications on South Georgia and elsewhere to wider community of conservation professionals	At least 250 delegates attend Dundee conference in 2017, at least 5 of whom represent other UKOTs.	It will have been seven years since the last IUCN international island invasives conference was held in Auckland in 2010. None have been hosted in the Northern Hemisphere.	Conference registration records

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

Output 1.

Evidence that South Georgia is now rodent-free will increase confidence in large-scale invasive rodent eradication techniques and inspire others to consider what might be achievable on other islands. It will also trigger a change in the island's management. Should surviving rodents be discovered, then the evidence collected will help inform future management decisions in discussion with GSGSSI.

Output 2.

The conference is a mechanism for lessons learned on South Georgia and elsewhere to be disseminated to other conservation professionals from around the world. We are particularly keen to facilitate capacity enhancement within other OTs to tackle invasive species.

## 24. Main Activities

Output 1	Activities or tasks to be done to deliver the outputs. Include activities on open access information sharing and collaboration with other OTs
1.1	Preparations for monitoring: Charter yacht(s), recruit team, plan logistics and acquire equipment
1.2	Undertake 6-7 week voyage to deploy monitoring devices in all the Phase 2 and 3 zones (Nov/Dec 2017)
1.3	Undertake second voyage to revisit monitoring devices and collect/record data (Jan/Feb 2018)
1.4	Completion of monitoring report (March 2018)
Output 2	
2.1	Book conference venue, arrange web site, accommodation and conference logistics, invite speakers, review abstracts etc

2.2	Advertise / promote conference, secure bookings
2.3	Run 5-day conference at Dundee University in July 2017
2.4	Publish conference proceedings (March 2018)

<b>25. 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
<b>Risks associated with yacht-based surveys:</b>			
No suitable vessels/skippers available	H	H	Book vessels and skippers early
Bad weather prevents completion of work within charter	M	H	Negotiate possibility for charter extension
Health & Safety risks	H	H	Employ experienced, competent staff. Carry out formal Risk Assessment exercise. Have daily H&S meetings in the field. Use good H&S gear, including radios. Always take survival equipment ashore in case personnel unable to return to boat.
<b>Risks associated with conference delivery</b>			
Poor organisation and management leads to conference being ineffective	M	H	Secure experienced professionals to run core services. Provide adequate oversight both of these services and all locally-arranged facilities/events.
Poor publicity leads to people being unaware of the conference and not participating	M	H	Announce conference early and widely. Contact all attendees of previous conference.
Poor attendance leads to financial losses	M	H	Secure underwriting loans. Arrange for early-bird registrations to gauge support. Be prepared to cancel event before major expenditure is incurred if interest very low.

**APPLICANTS SEEKING LESS THAN £100,000 YOU MAY SKIP QUESTION 26**

**26. LOGICAL FRAMEWORK**

Darwin Plus projects will be required to report against their progress towards their expected outputs and outcome if funded. This section sets out the expected outputs and outcome of your project, how you expect to measure progress against these and how we can verify this.

Project summary	Measurable Indicators	Means of verification	Important Assumptions
<b>Impact:</b> (Max 30 words)			
<b>Outcome:</b> (Max 30 words)	0.1 0.2 etc	0.1 0.2 Etc	
<b>Outputs:</b> 1.	1.1 1.2 etc	1.1 1.2 Etc	
2.			
3.			
4.			
<b>Activities</b> (each activity is numbered according to the output that it will contribute towards, for example 1.1, 1.2 and 1.3 are contributing to Output 1) 1.1 1.2 1.3 etc			



**27. Sustainability:** 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)

This project is self-contained and will require no ongoing monitoring or maintenance.

Both elements of the work, however, will ensure long-term benefits. The fieldwork element has two possible outcomes - either (a) the island will be declared free of rodents, or (b) one or more surviving rodent populations will be discovered. In the case of (a), the declaration will strengthen the Territory Government's case for enhancing biosecurity measures to ensure no re-invasion occurs. In the case of (b), the discovery of extant rodents would allow a rapid assessment of the situation and what could be done to eradicate the survivors.

By its very nature, the benefit of the conference will be sustained for years, and hopefully for generations if, as expected, it leads to the eradication of invasive species on islands around the world.

**28. Open access:** All outputs from Darwin Plus projects should be made available on-line and free to users whenever possible. Please outline how you will achieve this. (200 words max)

The monitoring report will be made available on the SGHT web site.

The Proceedings of the conference, which will be published by the IUCN, will be freely available on-line.

**29. 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 project will be monitored throughout by a Steering Committee (SC), to which the Project Director (PD) is answerable. The SC, the membership of which includes representatives of the Territory Government and the British Antarctic Survey, works continuously & meets at least every 6 months. Monitoring of the financial aspects of the project is carried out by the CEO of SGHT. The CEO and the Chair of the SC report to the Board of SGHT.

Preparations for fieldwork will formally be reviewed by way of Readiness Checks carried out 12 weeks and one week before fieldwork begins. These Checks will take the form of meetings of the organisational team, augmented as necessary by external specialists such as the owner/operator of the charter vessel. The purpose of the Checks is to identify any aspect of the preparations which may be falling behind schedule, or has been forgotten.

The field operations will be continuously monitored by the Team Leader(s), one per vessel. The TL(s) report to the PD, who will consult the SC in the event of circumstances that threatened either the health and safety of participants or non-completion of the work (e.g. engine breakdown).

The organisation of, and preparations for, the conference will be overseen by a Management Group. This Group is chaired by the PD, who reports to the SGHT Board in this matter.

The project completion report is after the project is over and is linked to the final payment.

**30. Financial controls:** Please demonstrate your capacity to manage the level of funds you are requesting. (Who is responsible for managing the funds? What experience do they have? What arrangements are in place for auditing expenditure?)

An annual budget for SGHT is prepared by the CEO which will include this project. Predicted income is input by SGHT's Director of Fundraising and predicted expenditure by the Project Director. The budget for the coming year is approved by the SGHT Board of Trustees. Any single expenditure over budget by

10% must be approved by the Chief Executive and Chair of the project Steering Committee. For the fieldwork, actual expenditure against budget will be reviewed by the Steering Committee and externally audited through the SGHT end of year accounts.

**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. If you are requesting over £100,000 from Darwin Plus, you must complete the full spreadsheet.**

### **31. 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.(200 words max)

The budget for the two main elements of this project were developed independently. The fieldwork budget was based on (a) experience of a very similar expedition in 2014, and (b) new quotes for chartering boats for the required time in 2017/18. The estimate should be accurate to within 10%, and probably to within 5%.

The cost of the conference has been estimated by (a) reference to the cost of the previous conference in the series, (b) the known cost of hiring the University of Dundee facilities, and (c) quotes from professional companies for providing core website services, including registration and fee payment.

We will provide value for money by seeking at least three competitive quotes for all purchased services and by using SGHT's excellent reputation for reliability and prompt payment to drive down prices where these are negotiable.

**32. 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**

	Activity	No of Months	Year 1													Year 2											
			A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	
<b>Output 1</b>	<b>Assessment of baiting success</b>																										
1.1	Preparations for monitoring expedition: Charter yacht(s), recruit team, plan logistics and acquire equipment	19	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X						
1.2	Undertake 6-7 week voyage to deploy monitoring devices in all the Phase 2 and 3 zones (Nov/Dec 2017)	1.5																			X	X					
1.3	Undertake second voyage to revisit monitoring devices and collect/record data (Jan/Feb 2018)	1.5																					X	X			
1.4	Completion of monitoring report (March 2018)	1																						X			
<b>Output 2</b>	<b>Delivery of international island invasives conference in Dundee</b>																										
2.1	Book conference venue, arrange web site, accommodation and conference logistics, invite speakers, review abstracts etc	15	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X										
2.2	Advertise / promote conference, secure bookings	15	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X										
2.3	Run 5-day conference at Dundee University in July 2017	0.25																X									
2.4	Prepare conference proceedings for publication in March 2018	6m																	X	X	X	X	X	X			

### CERTIFICATION

On behalf of the trustees/~~company~~\* of South Georgia Heritage Trust  
(\*delete as appropriate)

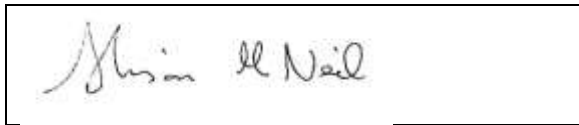
I apply for a grant of £97,000 in respect of **all expenditure** to be incurred during the lifetime of this project based on the activities and dates specified in the above application.

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 key project personnel and letters of support.
- I enclose the most recent 2 years of signed and audited/independently verified accounts.

<b>Name (block capitals)</b>	ALISON NEIL
<b>Position in the organisation</b>	Chief Executive

Signed



Date:

21/09/15

**If this section is incomplete the entire application will be rejected. You must provide a real (not typed) signature. You may include a pdf of the signature page for security reasons if you wish. Please write PDF in the signature section above if you do so.**

## Application Checklist for submission

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

Once you have answered the questions above, please submit the application, not later than midnight **2359 GMT Monday 21 September 2015** 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.