

SMALL-SCALE FUNDING AGREEMENT

BETWEEN

The Secretariat of the Convention on Biological Diversity (hereinafter referred to as “SCBD”), having its office at 413 Saint Jacques Street West, Suite 800, Montreal, Quebec H2Y 1N9, Canada, and administered by the United Nations Environment Programme;

AND

The Environmental Affairs Department of Malawi (hereinafter referred to as “EAD”) having its offices at Lingadzi House, Private Bag 394, Lilongwe 3, Malawi.

The SCBD and EAD (collectively, “the Parties”) agree to cooperate with respect to the Project of the Bio-Bridge Initiative entitled: “*Integrating Biodiversity Value into National, Sectoral and Local Development Policies and Plans in Malawi and Mozambique*”.

The project was selected through a competitive process following the call for proposals that was issued through [Notification 2016-126](#) and announced through [Notification 2018-022](#).

1. Project Objectives

The overall objective of this undertaking is to facilitate capacity development and foster long-term cooperation between Malawi and Uganda on the assessment and integration of biodiversity values into national, sectoral and local development policies, plans and accounting systems in the two countries. This objective will be realized, in part, through catalytic support of the Bio-Bridge Initiative and only the activities specifically described in clause 2 below are considered in scope for this Agreement.

The immediate Project objectives to which the small-scale funding contributes are as follows:

- 1.1. Establish cooperation between relevant institutions of Malawi and Uganda;
- 1.2. Develop the capacities of key stakeholders; and
- 1.3. Prepare a detailed proposal for a long-term cooperation project on *Integrating Biodiversity Value into National, Sectoral and Local Development Policies and Plans in Malawi and Mozambique*.

2. Project Activities

The activities to be carried out with the support provided under this Small Scale Funding Agreement are the following:

- 2.1. *Activity 1:* Establish taskforces on biodiversity valuation in the two countries
- 2.2. *Activity 2:* Organise training for the taskforce members (approximately 20 members consisting of natural resource specialists and relevant stakeholders) on valuation of biodiversity and ecosystem services in the two countries;

- 2.3. *Activity 3:* Conduct consultative meetings for the taskforces to share national experiences and discuss the scope, approach, and plan for a follow-up project proposal;
- 2.4. *Activity 4:* Collect baseline data on Malawi's and Uganda's biodiversity;
- 2.5. *Activity 5:* Develop a detailed proposal for a follow-up long-term cooperation project to be submitted for funding from other sources.

3. Expected Outputs and Outcomes

3.1 Expected Outputs:

- (i) Taskforces on biodiversity valuation established in the two countries
- (ii) At least 20 taskforce members trained on valuation of biodiversity and ecosystem services
- (iii) Baseline data on Malawi's and Uganda's biodiversity collected
- (iv) A joint project proposal for long-term cooperation between Malawi and Uganda on *Integrating Biodiversity Value into National, Sectoral and Local Development Policies and Plans* developed, adopted and submitted for funding.

3.2 Expected Outcomes:

The outputs specified in 3.1 above are expected to contribute to the following outcomes:

- (i) Enhanced cooperation between Malawi and Mozambique through experience sharing
- (ii) The proposed bigger joint project is expected to result in increased national capacity in biodiversity assessments and economic valuation of biodiversity, and contribute to the achievement of Target 4 (for Malawi) and Target 2 (Mozambique) stipulated in the respective National Biodiversity Strategy and Action Plan (NBSAP), i.e. Biodiversity values are integrated into national, sectoral and local policies and plans by the year 2025 (for Malawi) and 2020 (for Mozambique).

4. Starting and Ending Dates

Start: 28 February 2018, or date of latest signature

End: 28 June 2018

5. Payments/Funds

- 5.1. SCBD provides EAD with funds up to a maximum amount of twenty- thousand United States dollars (**US\$ 20,000**). The funds will be used by EAD only in pursuit of the Project objectives and for the activities to achieve the results as agreed to in clauses 1-3 above. Funds will be made available in one installment upon receipt of a detailed Project implementation plan.
- 5.2. The funds should be deposited in US dollars in the account below:
 Account name: Capacity Building Project
 Bank: Reserve Bank of Malawi
 Bank address: P.O Box 30063, Lilongwe 3.
 Branch number: 001

Transit: Electronic Cash Transfer

Account number:0013000040008

ABA/SWIFT code: RBMA MWMW

Within two (2) months upon expiry of this Agreement, EAD shall refund to SCBD any unspent balance of the above funds.

6. Reporting

SCBD and EAD will cooperate to monitor the progress of this Project. EAD shall submit to SCBD, a mid-term report, financial reports and the final financial and substantive project reports by the dates specified below:

Reports	Date
1) Mid-Term Report (Annex 5)	31 May 2018
2) Final Report (Annex 6)	15 August 2018
3) Budget and Expenditure Report (Annex 2)	31 August 2018

7. Financial Records

- 7.1. EAD shall submit financial statements on the use of funds provided, as per SCBD's required format (Annex 3) and within the agreed timeframe of clause 4.
- 7.2. EAD shall keep accurate and up-to-date records and documents in respect of all expenditures incurred with the funds made available by SCBD under this Agreement, to ensure that all expenditures are in conformity with the provisions of this Agreement and its annex thereto.
- 7.3. Upon completion of the Project/or Termination of this Agreement, EAD shall maintain the records for a period of at least three (3) years unless otherwise agreed upon between the Parties.
- 7.4. SCBD has the right, at its own expense, to have the records of EAD related to this cooperation reviewed and audited.

8. Intellectual Property Rights and the Use of Logo

- 8.1 EAD and SCBD shall consult and agree, as appropriate, on issues of intellectual property rights that may arise in relation to any of the outputs of the Project under this Agreement.
- 8.2 Nothing in this Agreement vests or transfers to SCBD or the EAD any intellectual property or other proprietary rights which are created or held separately by either party prior to executing or performing this Agreement.
- 8.3 Neither party shall use the logo or name of the other without prior informed consent and only in connection to this Project. Neither party shall use the other's name or logo, or any abbreviation thereof, for commercial or political purposes.

9. Termination

Either party may terminate this Agreement upon serving a written notice to the other party at least 30 days prior to such termination.

10. Non-Compliance

EAD shall comply with all the above-mentioned provisions and agrees that SCBD reserves the right to withhold any payment due to EAD's non-compliance with any of the provisions mentioned hereinabove.

11. Dispute Settlement

Any dispute arising out of or in connection with this Agreement shall be settled amicably between SCBD and EAD. Should attempts at amicable negotiation fail, any such dispute shall, upon request by either party, be referred to arbitration in accordance with the United Nations Commission on International Trade Law (UNCITRAL) arbitration rules. The Parties shall be bound by any arbitration award rendered as a result of such arbitration as the final adjudication of any such controversy, claim or dispute.

12. Effective Dates

This Agreement shall enter into force upon signature by the Parties being effective from the date of the latest signature, and shall remain valid up to 1 September 2018, unless terminated earlier pursuant to clause 9 above.

13. Focal Points

The Parties shall determine and communicate to each other their respective focal points, having the responsibility for the Project implementation on their behalf.

14. Personnel

- 14.1. EAD shall be solely and completely responsible and accountable for all services performed by its personnel, agents, employees, or contractors (hereinafter referred to as "Personnel").
- 14.2. EAD shall be considered as having the legal status of an independent contractor. Personnel of EAD, its contractors or anyone else working for EAD in the execution of the Project or otherwise, are not employees of SCBD and are not covered by the privileges and immunities applying to SCBD and its staff pursuant to the Convention on the Privileges and Immunities of the United Nations. SCBD shall not accept any liability for claims arising out of the activities performed under the Agreement, or any claims for death, bodily injury, disability, damage to property or other hazards that may be suffered by EAD's Personnel as a result of its work pertaining to the activities under this Agreement.
- 14.3. EAD shall ensure that its Personnel meet the highest standards of qualification and technical and professional competence necessary for the achievement of the objectives and results of the Project, and that decisions on employment related to the Project shall be free of discrimination of any nature. EAD shall ensure that all its Personnel are free from any conflicts of interest relating to the Project activities.

15. Responsibilities

- 15.1. The Parties shall carry out their respective responsibilities in accordance with the provisions of the Agreement.
- 15.2. EAD shall not seek nor accept instructions regarding the activities under the present Agreement from any Government or other authority external to SCBD that would prevent EAD from objectively and independently performing their obligations under this Agreement.

15.3. EAD shall not engage in any activity which is incompatible with the aims and objectives of the United Nations or the mandate of SCBD.

16. Privileges and Immunities

Nothing in or relating to this Agreement shall be deemed a waiver, express or implied, of any of the privileges and immunities of the United Nations and SCBD.

17. Annex(es) and Amendment

17.1. The Annexes on “Terms of Reference” (Annex 1), , “Budget and Expenditure Report” (Annex 2), “Template for the Project Implementation Plan” (Annex 3), “Template for the Output Description and Performance Criteria” (Annex 4), “Template for the Mid-Term Report” (Annex 5), and “Template for the Final Report” (Annex 6) form an integral part of this Agreement.

17.2. This Agreement and its Annexes may be modified or amended only by written agreement between the Parties.

For the Secretariat of the Convention on
Biological Diversity

For the Environmental Affairs
Department of Malawi

By: _____
Cristiana Paşca Palmer
Executive Secretary

By: _____
Tawonga Mbale-Luka
Director

Date: _____

Date: _____

List of Annexes

Annex 1 – Terms of Reference

Annex 2 – Budget and Expenditure Report

Annex 3 – Template for the Implementation Plan

Annex 4 – Template for the Output Description and Performance Indicators

Annex 5 – Template for the Mid-Term Report

Annex 6 – Template for the Final Report

Annex 1 – Terms of Reference

Background

The seed funding is being requested to facilitate the development of a bigger and more detailed project proposal on Integrating Biodiversity Value into National, Sectoral and Local Development Policies and Plan in Malawi and Mozambique.

Furthermore this funding will facilitate cooperation, consultative meetings, technical trainings and experience sharing between Malawi and Mozambique including other parties with experience in biodiversity valuation.

The proposed project on Integrating Biodiversity Value into Sectoral and Local Development Policies and Plans in Malawi and Mozambique are among the country's priority areas identified in the revised NBSAP. The project is aimed at assessing and assigning economic value to biodiversity in the countries to enhance its conservation. It is envisaged that once the contribution of biodiversity and ecosystem services are well known for each sector, it will influence behaviour change at all levels and provide a basis for lobbying for increase in resource allocation for conservation which is currently at less than 3% of the total budget.

Furthermore, the two countries will have a basis for negotiation during Mutually Agreed Terms (MAT) development under access and benefit sharing of genetic resources in the course of implementing the Nagoya Protocol. Knowledge of the value biological resource will also act as incentive for government and local communities to conserve and ensure sustainable utilisation of biodiversity. Understanding the value of biodiversity and ecosystem services also assist decision making when deciding on costs and benefits of development activities, besides acting as a tool for making conservation choice and understanding opportunity costs.

This project summary is giving a picture of the purpose of the bigger project, however, the seed funding will focus on preparatory activities for the development of the bigger project.

Rationale

Malawi's and Mozambique's economies depend on natural resources and biodiversity has a potential to contribute significantly to the socio-economic development of these countries. However the countries have limited capacity in biodiversity assessments including knowledge and technical expertise in economic valuation of biodiversity, both species and ecosystems. This has limited the countries' negotiation capacities on access and benefit sharing for utilisation of biological resources from both local and foreign users. Furthermore, due to limited knowledge of the economic value of biodiversity, very low resources are allocated for conservation by the states.

This Project will contribute to the achievement of Target 4 (for Malawi) and Target 2 (Mozambique) of the National Biodiversity Strategy and Action Plan (NBSAP) which stipulates that the biodiversity values are integrated into national, sectoral and local policies and plans by the year 2025 and 2020 for Malawi and Mozambique respectively. Furthermore the project will contribute to achievement of Target 3 (Malawi) and Target 1 (Mozambique) of their respective NBSAPs which state that "at least 50%/30% of the Malawi/Mozambique population is aware of the value of biodiversity to ensure its conservation and sustainable use by the year 2025 and 2020 respectively".

Objectives

The overall objective of this undertaking is to facilitate capacity development and foster long-term cooperation between Malawi and Mozambique on the assessment and integration of biodiversity values into national, sectoral and local development policies, plans and accounting systems in the two countries.

Specifically, the support provided under this Small Scale Funding Agreement will facilitate the development of a bigger and more detailed proposal for a long-term cooperation project on *Integrating Biodiversity Value into National, Sectoral and Local Development Policies and Plans in Malawi and Mozambique*. This will be done through consultative meetings, technical trainings and experience sharing.

Expected Outputs and Outcomes

Expected Outputs:

- 1) Taskforces on biodiversity valuation established in the two countries
- 2) At least 20 taskforce members trained on valuation of biodiversity and ecosystem services
- 3) Baseline data on Malawi's and Mozambique's biodiversity collected
- 4) A joint project proposal for long-term cooperation between Malawi and Mozambique on Integrating Biodiversity Value into National, Sectoral and Local Development Policies and Plans developed, adopted and submitted for funding.

Expected Outcomes:

- (i) Enhanced cooperation between Malawi and Mozambique through experience sharing
- (ii) The proposed bigger joint project is expected to result in increased national capacity in biodiversity assessments and economic valuation of biodiversity, and contribute to the achievement of Target 4 (for Malawi) and Target 2 (Mozambique) stipulated in the respective National Biodiversity Strategy and Action Plan (NBSAP), i.e. Biodiversity values are integrated into national, sectoral and local policies and plans by the year 2025 (for Malawi) and 2020 (for Mozambique).

Main Activities to Deliver the Outcomes

- 1) *Activity 1*: Establish taskforces on biodiversity valuation in the two countries
- 2) *Activity 2*: Organise training for the taskforce members (approximately 20 members consisting of natural resource specialists and relevant stakeholders) on valuation of biodiversity and ecosystem services (including key biodiversity valuation concepts, existing valuation tools and methods, the process of assessing the values of ecosystem services and mechanisms for integrating this value into development plans and resource sectors);
- 3) *Activity 3*: Conduct consultative meetings for the taskforces to share national experiences and discuss the scope, approach, and plan for a follow-up project proposal;
- 4) *Activity 4*: Collect baseline data on Malawi's and Mozambique's biodiversity;
- 5) *Activity 5*: Develop a detailed proposal for a follow-up long-term cooperation project to be submitted for funding from other sources.

Schedule of Activities

- *March 2018:* Formation of a taskforce in each country (approximately 10 members in each)
- *March to April 2018:* Train taskforces
- *April to May 2018:* Conduct consultative meetings and collect baseline data
- *June 2018:* Jointly develop the project proposal

Implementation

- 1) *Key institutions:* In Malawi, the Environmental Affairs Department (EAD) shall be the Lead Institution for this project and will nominate a Project Coordinator to oversee the day to day operations of the project. The counterpart institution in Mozambique shall be the Ministry of Land, Environment and Rural Development (MITADER).
- 2) *Project planning and coordination:* Taskforces comprising of representatives from key stakeholders for the project will be constituted in these two countries. These taskforce will be responsible for project planning and overall project implementation. Project coordination will basically be through taskforce meetings on a regular basis.
- 3) *Project oversight:* Project oversight will be under the National Biodiversity Steering Committees (NBSC), which are decision-making bodies mandated to oversee implementation of the NBSAP and all biodiversity related activities in both countries.
- 4) *Other key stakeholders:*

Key stakeholders in Malawi include the custodians of natural resources mandated by law to manage and conserve natural resources in the country: Forestry, Fisheries, National Parks and Wildlife, National Herbarium and Botanical Gardens of Malawi and Forestry Institute of Malawi, as well as local communities.

Key stakeholders in Mozambique are almost similar to those in Malawi but also include the Agriculture Research Institute of Mozambique (National Plant Genetic Resources Centre, National Herbarium, Botanical Garden, and Forestry Research Centre); Fisheries Department at MITADER.

Key biodiversity areas are actually under jurisdiction of most of these key stakeholders. Hence they will be represented in the taskforce that will facilitate the implementation of the project. Some will participate in the valuation of natural resources in the two countries. Local communities will provide indigenous knowledge on the use of biological resources.

Technical and Scientific Cooperation

This project will be based on the cooperation between key stakeholders in Malawi and in Mozambique. Through the establishment of dedicated taskforces and the organization of a series of consultative meetings, the end product of this project will be the elaboration of a joint proposal for a larger-scale TSC project involving the two countries.

Reporting

As stated above, the day-to-day operations of the project and reporting will be the responsibility of a Project Coordinator nominated by the Malawi Environmental Affairs Department.

- 1) *Tracking and reporting*: Mid-term progress and final output will be reported to BBI team. Participation to BBI meeting and presentation of output would be delivered upon request of BBI team.
- 2) *Measurable indicators*: The project will be monitored using the following indicators:
 - Meeting reports
 - Training reports

Annex 2 – Budget and Expenditure Report¹

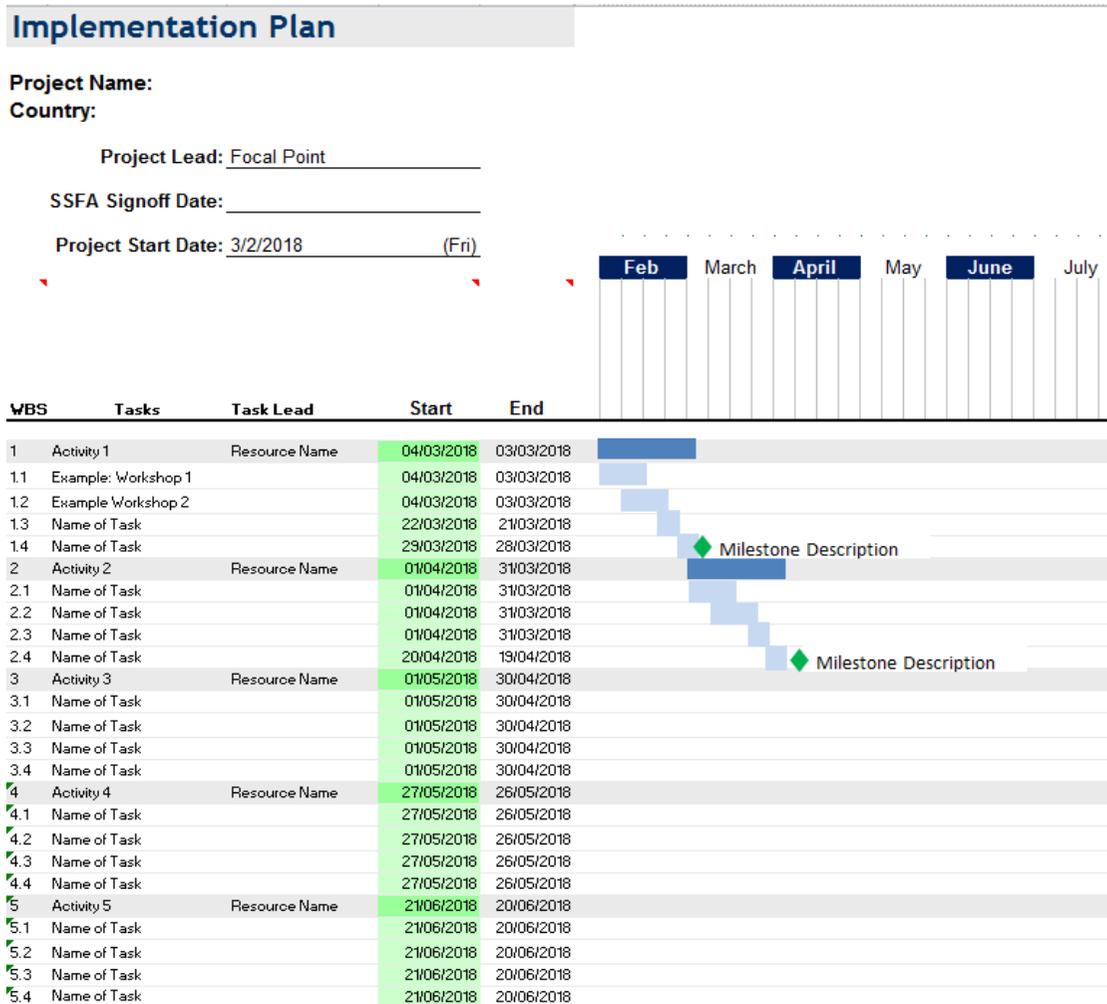
Category of Expenditure	BBI Funding			Co-Funding			
	Budget	Expenditures	Balance	Cash		In-Kind	
				Budget	Expenditures	Budget	Expenditures
Activity 1: Form taskforces for project proposal development	\$1,400	0	20,000	\$0	0	\$400	\$400
Activity 2: Training of taskforces on biodiversity valuation and share national experiences	\$6,000	19,366	634	\$0	0	\$20000	\$20,000
Activity 3: Consultative meetings for taskforces to develop the project proposal	\$2,000	0	634	\$5,000	0	\$15,000	\$15,000
Activity 4: Collection of baseline data on Malawi's and Uganda biodiversity	\$8,000	614	20	\$5,000	0	\$15,000	\$15,000
Activity 5: Development of a follow-up project proposal	\$2,600	0	20	\$0	0	\$10,000	\$10,000

¹ The columns in grey are to be filled before the signature. The other columns are to be part of the final report.

Total	\$20,000	20,000	0	\$10,000	0	64,000	64,000.00
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Note: BBI seed grant funds cannot be used to pay for salaries, staff costs, stipend/honoraria, regular operating costs and administrative overheads, or capital expenses (such as rent, equipment, printed materials, etc.), but can be used to cover travel costs (including daily subsistence allowance) for participants, resource persons, researchers etc.) and procurement of services and supplies (e.g. meeting or laboratory supplies) needed for the execution of the project. Grant recipients must keep and submit all receipts at the end of the project.

Annex 3 – Template for the Implementation Plan



An Excel spreadsheet containing the Implementation Plan template will be provided separately upon signature of the SSFA

Annex 4 – Template for the Output Description and Performance Indicators

Output Scope & Acceptance Criteria			
Output Name	Budget	Description	Key Performance Indicator(s)
<i>(Example)</i> Implementation Plan	\$855	<p><i>Developing and maintaining a Project Plan to support activities under this SSFA.</i></p> <p><i>This work will include:</i></p> <ul style="list-style-type: none"> • <i>Developing an initial baseline Project Plan as part of the Project initiation phase;</i> • <i>Maintaining the Project Plan, including:</i> <ul style="list-style-type: none"> ○ <i>Updating status of the tasks driven by routine status meetings and information;</i> ○ <i>Updating & re-baselining the plan as required and approved during the Project;</i> ○ <i>Providing views and reports from the plan as required to support Project delivery and monitoring.</i> 	<p><i>Example</i></p> <ul style="list-style-type: none"> • <i>Project plan with a detailed list of activities and major milestones envisaged under the SSFA.</i>
<i>(Example)</i> Training course	\$5000	<p><i>This output will include the following:</i></p> <ul style="list-style-type: none"> • <i>Socialization of a knowledge transfer outline to the SCBD;</i> • <i>Conduct a knowledge transfer session to approximately 20 participants;</i> • <i>Hands-on field and laboratory work for 20 participants.</i> 	<ul style="list-style-type: none"> • <i>At least 20 participants attended as presented in the training report;</i> • <i>A “satisfactory” score on course evaluation by participants;</i> • <i>Evidence of training programme/ curriculum;</i> • <i>Training materials developed and used (e.g. PowerPoint presentations)</i>

(Example) Workshop implemented	\$12,000	<p><i>This output will include the following:</i></p> <ul style="list-style-type: none"> • Selection of workshop dates; • Establishing a participant list with appropriate representation from the Region • Booking workshop venue • Implementation of workshop • Post workshop report and minutes. 	<ul style="list-style-type: none"> • Participants list • Copy of contract with Conference Centre
(Example) Post-Project Proposal	\$1000	<p><i>The post-project document will include:</i></p> <ul style="list-style-type: none"> • a proposal of the scope of work to be undertaken by each of the collaborating parties; • The nature of technical and scientific cooperation being explored; • A work plan • indicative budget 	<ul style="list-style-type: none"> • Final project document approved by all participating institutions • Feedback from the SCBD incorporated.
Activity 1: Form taskforces for project proposal development	\$5,400	<ul style="list-style-type: none"> • Identifying sectors to be included in the taskforce • Requesting sectors to nominate an officer to represent it in the taskforce • Convene taskforce meetings at national level • Write minutes for the taskforce meeting 	<ul style="list-style-type: none"> • Taskforces formed in Malawi and Mozambique • Baseline information collected by taskforce members
Activity 2: Training of taskforces on biodiversity valuation and share national experiences	\$26,000	<ul style="list-style-type: none"> • Identify trainers • Identify venue and date for the training • Book venue • Conduct the workshop • Write a workshop report and minutes 	<ul style="list-style-type: none"> • Technical experts identified to train taskforces from the two countries • 20 participants trained, 10 from each country • Report on nation experiences documented

Activity 3: Consultative meetings for taskforces to develop the project proposal	\$ 22,000	<ul style="list-style-type: none"> • Identify and book venue • Set dates for the meeting • Invite participants • Conduct the meetings to develop proposal framework 	<ul style="list-style-type: none"> • Meetings conducted
Activity 4: Collection of baseline data on Malawi's and Mozambique's biodiversity	\$28,000	<ul style="list-style-type: none"> • Identify type of data to be collected • Identify sources of data • Develop data collection tool • Collect data 	<ul style="list-style-type: none"> • Data to be collected agreed upon • Sources of data identified • Data tool developed and utilised • Relevant data collected
Activity 5: Proposal for the follow-up cooperation project	\$12,600	<ul style="list-style-type: none"> • Consolidate the proposal to incorporate inputs from the two countries • Edit the draft proposal for technical issues • Finalise the proposal 	<p>The acceptance of this output is based on meeting the following criteria:</p> <ul style="list-style-type: none"> • Proposal to be technically sound • Financially viable • Enhance cooperation between Malawi and Mozambique
Monitoring and Reporting: Development of Mid-Term and Final Reports	\$0	<ul style="list-style-type: none"> • Develop activity reports • Develop midterm report • Develop end of project report 	<p>The acceptance of this output is based on meeting the following criteria:</p> <ul style="list-style-type: none"> • Submission of meeting and training reports • Submission of mid and end of project report
<i>Add more work products as needed</i>			

Annex 5 – Template for the Mid-Term Report of BBI Projects

Project Information	Baseline Completion Date (DD-MM-YY)	Forecasted Completion Date (DD-MM-YY)	Overall Status				Status by Activity	Overall Status
			Overall Status	Scope	Budget	Schedule		
Name of Project: Integrating Biodiversity Value into National, Sectoral and Local Development Policies and Plans In Malawi and Mozambique Country: Malawi Project Manager: Lilian Chimphepo Total Budget: BBI:\$20,000 Co-Financing:\$74,000			Y	G	G	Y	Activity 1: Form taskforces for project proposal development.	Status: Yellow Progress: The status is yellow because... Project Issues: 1. One 2. Two 3. Three Project Risks: 1. One 2. Two 3. Three Support required from SCBC:
			Y	G	G	Y	Activity 2: Organise training for the taskforce members (approximately 20 members consisting of natural resource specialists and relevant stakeholders) on valuation of biodiversity and ecosystem services (including key biodiversity valuation concepts, existing valuation tools and methods, the process of assessing the values of ecosystem services and mechanisms for integrating this value into development plans and resource sectors)	
			Y	G	G	Y	Activity 3: Consultative meetings for the taskforces to share national experiences and discuss the scope, approach, and plan for a follow-up project proposal	
			Y	G	G	Y	Activity 4: Collection of baseline data on Malawi's and Mozambique's biodiversity.	
			Y	G	G	Y	Activity 5: Develop a project proposal for a follow-up cooperation project to be submitted for funding from other sources.	

Instructions:

For the Project Information complete headings with information from the SSFA

1. For baseline completion date indicate the completion date from the SSFA

2. What is the new forecasted completion date if this has shifted
3. Is the project Green (G), Yellow (Y) or Red based on the current forecast?
Green = the project is on track
Yellow = the project completion date is at risk because activities are behind schedule and there is insufficient buffer in the schedule to make up for lost time
Red = there are significant issues / barriers that are preventing completion of activities and the project
4. Project description should be verbatim from the SSFA; what are the immediate objective, project activities, outputs and expected outcomes?
5. For the report heading
 - a. Identify the status
 - b. Provide details on the progress of activities to date
 - c. Are there any issues or risks? A risk is something that has not happened yet but has some probability of occurring and affects the project. An issue is essentially a risk that has happened. In other words, risks are potential future problems and issues are current problems, barriers or obstacles.
 - d. Is any support or assistance required from the SCBC at this juncture?

Annex 6 – Template for the Final Report of BBI Projects

1) Detail the activities implemented during the project.

The following activities were undertaken during the implementation of the project after successful bilateral talks between Malawi and Uganda to partner in the implementation of the Bio Bridge Initiative.

a) *Establishment of Taskforce for Bio- Bridge*

A task force to spearhead the implementation of biodiversity valuation in Malawi was proposed basing on the nature of the subject matter of interest. Proposed institutions were written, briefing them on the project and the need of the institutions to nominate an officer to be in biodiversity valuation task force team. The nominations were duly done and the Malawian task force has officers from the following institutions; -Ministry of Natural Resources, Energy and Mining, Environmental Affairs Department, National Herbarium and Botanical Gardens of Malawi, Department of National Parks and Wildlife, Department of Fisheries, Department of Forestry, Economic Planning and Development, Department of National Treasury and the National Statistical Office. The task team consists of 5 women and 7 men. The same process was followed in Uganda

b) *Training in Natural Capital Accounting and Eco-System Valuation.*

After establishment of task force teams, a joint training workshop was held from 15th to 17th May 2019 at Livingstonia Beach Hotel, Salima Malawi. The training was facilitated by Dr. Jane Turpie, the Director of Anchor Environmental Consultants and a Senior Research Fellow in Environmental Policy Research at the University of Cape Town. The training had 10 participants from Malawi and 5 participants from Uganda. (10 men and 5 women) The training aimed at equipping the two countries with methodologies and approaches on natural capital accounting that will guide the development of a joint project proposal. (for more information refer to attached training report).

c) *Workshop to Deliberate on Proposal Development Approach.*

After the training workshop the two country task teams met in Lilongwe on the 19th of May 2019 to deliberate on the approach to develop the joint proposal and draw a timeline for submission of the Joint proposal. A proposal framework and timeline for activities were agreed upon after a one day working session between the two teams. (Refer to attached proposal framework and timeline of activities).

d) Desk Review of Similar studies

The team did not have resources to go on ground for a survey to establish a baseline, so a desk review was done instead. The review was conducted to check for similar or related studies that had been done in Malawi in relation to Biodiversity Valuation. Some of the papers reviewed were *IMF Malawi Economic Report 2018*, *Economic Valuation of Sustainable Natural Resource Use in Malawi 2011*, *Overcoming Poverty in Malawi through sustainable natural resources management*. The review revealed that the issues of Natural capital accounting were just partially done in the previous studies but the studies provide a background which a detailed study can be built on.

e) Developing the Proposal

The two task teams are now developing proposals that are going to merged upon finalisation. The detailed country proposals are still being worked on. The zero draft proposal is available.

2) What are the main outcomes of the project? How these results impact the state of the biodiversity? How this project generated social and economic benefits? Please annex any written relevant document.

The project has delivered two main outcomes

- a) Capacity of Natural Capital Accounting and Eco-systems valuation has been built for the two task force teams from Malawi and Uganda.
- b) The project has managed to establish working relationship between Uganda and Malawi on Eco-Systems Valuation.

After building the capacity on ecosystem valuation the two countries are in a position to develop a joint proposal on valuation. A successful project on valuation of ecosystems will assist in carrying out a cost benefit analysis for decision making for development projects concerning that particular ecosystems. Known Values of ecosystems will also be a catalyst to their conservation by the population at large. An increase in funds allocation to conservation of ecosystem is expected once their values are known by decision makers.

3) What has been the role of the National Focal Points of the CBD of the different Parties involved in the project?

The CBD focal points provided insights and guidance to the task force teams, so that the project should conform to the relevant Aichi Biodiversity Targets and National targets under each party's National Biodiversity Strategy and Action Plan (NBSAP) as well as the Sustainable

development goals whilst bearing in mind the post 2020 global biodiversity framework.

4) Describe how the project enhanced the Technical and Scientific Cooperation (TSC) between the Parties and organizations involved in the project.

The training workshop on natural capital and ecosystems valuation that was done through the project was able to stimulate scientific cooperation between Malawi and Uganda. Through the peer groups discussions, the two countries independently selected lake ecosystems as areas where to pilot the ecosystem valuation. (Malawi chose Lake Malawi eco-systems whilst Uganda chose Lake Kyoga eco-system). The choice of similar ecosystems as areas of study has enabled the two countries to have a common ground to share expertise and knowledge.

5) Which activity or approach efficiently succeeded to foster sustained TSC and why?

The joint training programme was an ice breaker between Malawian and Ugandan task force teams. During the training workshop, when the facilitator was going through different case studies, she deliberately paired Ugandans and Malawians. By the end of day, the team's capacity was built and more knowledge was shared amongst the participants to the training.

6) Which activities or approaches would be done differently, now that you have experienced them, and why?

There is an expectation that in the near future the national accounts are going to reflect the countries natural capital, this will be done after establishing the values and developing natural accounts for various sectors using the knowledge that has been attained through the training workshop.

7) How this project could be pursued to maintain or scale up the positive results obtained?

In order to scale up the positive results this approach can be pursued by aligning it to the prevailing and existing government mandates and processes like Environmental and Social Impact Assessment to ensure sustainability and scalability as well as sourcing funds from the national treasury.

8) How this project could be replicated in another region?

The project can easily be replicated in another region by using similar approach with adjustments on the number of days for the initial training workshop, as well as an emphasis on allocation of funds for baseline studies which could give a clear picture of the prevailing situation on the ground before the commencement of a bigger project.

9) Describe the in-kind contribution of the different stakeholders involved in the project and how this type of contribution could be increased in future projects.

There are different aspects of in kind contributions made to during the execution of the project as follows: -

- a) Expertise:** Man power and expertise towards execution of the project was available from the Environmental Affairs Department and other stakeholders during execution of the project.
- b) Equipment:** Computers, Printers, Photocopiers, which were utilised during the execution of project was from within the stakeholders
- c) Supplies:** Writing materials (pens, papers,) were also provided for by stakeholders.
- d) Internet Bills:** During the execution of the project internet was used in the course of having skype calls conferences, sending and receiving mails which were provided for by all concerned stakeholders.
- e) Vehicles:** Stakeholders provided means of mobility during the whole project implementation period.

These types of contribution can be increased in future by having another memorandum of understating between the implementing agency and the relevant stakeholders.

10)If the project included a participation of major groups like business, subnational and local authorities, NGOs, youth, women, indigenous peoples and local communities, what would be your advices to engage efficiently this specific group?

None of the above was included

11)Propose a summary of the project in 250 words to be published on the Bio-Bridge web portal.

Malawi received \$20,000 seed funding from the Secretariat of the Convention on Biological Diversity (CBD) through the Bio-Bridge Initiative to facilitate capacity development and foster long-term cooperation between Malawi and Uganda on the assessment and integration of biodiversity values into national, sectoral and local development policies, plans and accounting systems in the two countries. The two countries entered into a memorandum of understanding which outlined the roles and responsibilities of each party to ensure smooth implementation of the project. This initial project which aims at developing a bigger joint proposal on biodiversity valuation is being facilitated

through taskforces instituted under the project and coordinators from the two countries with Malawi as a lead project coordinator.

In May 2019, Malawi hosted a two-day training workshop on natural capital accounting and ecosystems valuation which was attended by taskforce members from Uganda and Malawi. The training was aimed at equipping the two countries with methodologies and approaches on natural capital accounting that will guide the development of the joint project proposal. Besides the knowledge gained, one of the key outputs from the training was the joint development of the proposal framework that was agreed upon as a way forward. It is anticipated that the proposal framework will ease the merging of the country proposals at later stage. At present the two countries are finalising their country proposals and the merging is expected to be concluded in October 2019, after which the joint proposal will be submitted to potential donors for funding.

12) Any other lessons learned to share with the Bio-Bridge team?

The taskforce for valuation of biodiversity should not be too limited natural resources experts and economist. Inclusion of geospatial analyst and statisticians is vital to the valuation task force team.

There is need for close engagement with top management of institutions at national level to ensure smooth implementation of Bio-bridge initiatives.

The current seed money is insufficient for effective implementation of the project.