



2/4188

Funded by  
UK GovernmentDepartment  
for Environment  
Food & Rural Affairs

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29 January 2018

## Darwin Initiative Application for Grant for Round 24: Stage 2

Before completing this form, please read both the Fair Processing Notice on pages 17 and 18 of this form and the [Guidance](#). Where no word limits are given, the size of the box is a guide to the amount of information required. Information to be extracted to the database is highlighted blue. Blank cells may render your application ineligible

### Eligibility

#### 1. Name and address of organisation

(NB: Notification of results will be by email to the Project Leader in Question 6)

<b>Applicant Organisation Name:</b>	<b>TRAFFIC International</b>
<b>Address:</b>	<b>David Attenborough Building, Pembroke Street</b>
<b>City and Postcode:</b>	<b>Cambridge CB2 3QZ</b>
<b>Country:</b>	<b>United Kingdom</b>
<b>Email:</b>	
<b>Phone:</b>	

#### 2. Stage 1 reference and Project title

<b>Stage 1 Ref:</b> <b>4188</b>	<b>Title (max 10 words): Succeeding with CITES: Sustainable and equitable Jatamansi trade from Nepal</b>
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#### 3. Summary of Project

Please provide a brief summary of your project, its aims, and the key activities you plan on undertaking. Please note that if you are successful, this wording may be used by Defra in communications e.g. as a short description of the project on [GOV.UK](#). Please bear this in mind, and write this summary for a non-technical audience.

**(max 80 words)**

**This project will facilitate the change in legislative context of Nepal to enable sustainable and legal trade in CITES-listed species. It will deliver a locally-appropriate market-based model for sustainable and equitable Jatamansi (*Nardostachys grandiflora*) trade from Nepal, supporting CITES and CBD commitments and addressing the combined threats to local incomes and healthcare of biodiversity loss, habitat degradation and declining access to natural resources linked to overharvest of medicinal species.**

#### 4. Country(ies)

Which eligible host country(ies) will your project be working in? You may copy and paste this table if you need to provide details of more than four countries.

<b>Country 1: Nepal</b>	<b>Country 2:</b>
<b>Country 3:</b>	<b>Country 4:</b>

#### 5. Project dates, and budget summary

<b>Start date:1 July 2018</b>		<b>End date:31 March 2021</b>		<b>Duration:2 years 9 months</b>	
<b>Darwin funding request (Apr – Mar)</b>	<b>2018/19 £91,013</b>	<b>2019/20 £117,489</b>	<b>2020/21 £111,148</b>	<b>Total £319,649</b>	
<b>Proposed (confirmed &amp; unconfirmed) matched funding as % of total Project cost</b>					<b>12%</b>

**6. 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
<b>Surname</b>	Timoshyna	Subedi	Paudyal
<b>Forename (s)</b>	Anastasiya	Bhishma P.	Dhananjaya
<b>Post held</b>	Programme Leader – Medicinal Plants	Executive Director	Chief
<b>Organisation (if different to above)</b>	TRAFFIC International	ANSAB Nepal	Ministry of Forests and Soil Conservation
<b>Department</b>	Medicinal Plants Trade Programme	Management	Foreign Aid Coordination Division

Details	Project Partner 3	Project Partner 4	Project Partner 5
<b>Surname</b>	Hogervorst	Smith-Hall	Watson
<b>Forename (s)</b>	Robbie	Carsten	Mark
<b>Post held</b>	Senior Consultant	Professor	Head
<b>Organisation (if different to above)</b>	ProFound - Advisers In Development	University of Copenhagen	Royal Botanic Garden Edinburgh
<b>Department</b>	Market and value chain development in natural ingredients	Department of Food and Resource Economics	Major Floras Research Programme

Details	Project Partner 6	Project Partner 7	Project Partner 8
<b>Surname</b>	Morgan	Leaman	
<b>Forename (s)</b>	Bryony	Danna	
<b>Post held</b>	Executive Officer	Co-Chair	
<b>Organisation (if different to above)</b>	FairWild Foundation	IUCN SSC	
<b>Department</b>	Secretariat	Medicinal Plant Specialist Group	

**7. Has your organisation been awarded a Darwin Initiative award before (for the purposes of this question, being a partner does not count)?**

**If so, please provide details of the most recent awards (up to 6 examples).**

Reference No	Project Leader	Title
22-010	Madelon Willemsen	Enhancing management and benefit flows in Vietnam's wild medicinal products

**9. Please list all the partners involved (including the Lead Institution) and explain their roles and responsibilities in the project. Describe the extent of their involvement at all stages, including project development. This section should illustrate the capacity of partners to be involved in the project. Please provide written evidence of partnerships. Please copy/delete boxes for more or fewer partnerships.**

<b>Lead institution and website:</b>  <b>TRAFFIC International</b> <a href="http://www.traffic.org">www.traffic.org</a>	<b>Details (including roles and responsibilities and capacity to lead the project): (max 200 words)</b>  <p>TRAFFIC the wildlife trade monitoring network, is a leading non-governmental organisation working globally on trade in wild animals and plants in the context of both biodiversity conservation and sustainable development. Currently TRAFFIC employs 120 staff, organised in regional teams and a headquarters office in the UK, which operates as a registered charity.</p> <p>As the lead organisation on this project, TRAFFIC has been spearheading the proposal development and establishing the partnerships to enable this work. TRAFFIC's medicinal plants trade team works to promote best practice in the botanicals sector to support conservation, healthcare and livelihoods and has extensive experience in CITES and CBD implementation for medicinal species, and helped co-develop the FairWild Standard.</p> <p>TRAFFIC's medicinal plants team will manage the project with an active role in Nepal through participation in activities led by ANSAB, tailoring the available training tools, and engaging with the government agencies and industry stakeholders. The project will also be supported by staff in the UK, linking to the relevant EU CITES authorities, companies, as well as reporting and monitoring/evaluation. TRAFFIC is currently leading successfully on another Darwin Initiative project in Asia "Enhancing management and benefit flows in Viet Nam's wild medicinal products".</p>
Have you included a Letter of Support from this institution?	Yes

<p><b>Partner Name and website where available:</b>  <b>ANSAB Nepal</b>  <a href="http://www.ansab.org/">http://www.ansab.org/</a></p>	<p><b>Details (including roles and responsibilities and capacity to engage with the project): (max 200 words)</b></p> <p>ANSAB is a civil society organisation committed to biodiversity conservation and livelihood improvement in South Asia. ANSAB has implemented conservation and development programmes in over 30 districts of Nepal and provided policy inputs and services to the government and development partners in seven Asian countries. ANSAB has been working as an implementing partner of GIZ/INCLUDE in the IN-MAPs project. Through ANSAB's intervention, 127,700 hectares of forest and meadows were brought under improved management and 1,196 economic entities were developed/strengthened, generating US\$8.31 million revenue to 85,270 economic participants in 2016. ANSAB has developed practical methods and tools for biodiversity monitoring, participatory resource inventories, enterprise development, value chain development and marketing. ANSAB introduced FSC certification in Nepal, and supported enterprises in achieving organic and wildlife-friendly certification.</p> <p>ANSAB and TRAFFIC have co-developed project ideas since 2013 focussing on sustainability of trade in non-timber forest products (NTFPs), including Jatamansi.</p> <p>Within this project, ANSAB will lead on: implementing field activities; liaising with government agencies at national and local levels to facilitate legislation enabling export of CITES-listed species; the overall enabling environment for project implementation; and supporting producer enterprises in implementing the FairWild Standard requirements on the ground and the certification process.</p>
Have you included a Letter of Support from this institution?	Yes

<p><b>Partner Name and website where available:</b>  <b>Government of Nepal - Ministry of Forests and Soil Conservation</b>  <a href="http://mfsc.gov.np/">http://mfsc.gov.np/</a></p>	<p><b>Details (including roles and responsibilities and capacity to engage with the project): (max 200 words)</b></p> <p>The Ministry of Forests and Soil Conservation (MFSC) of Nepal is responsible for formulating forestry sector policies and legislations for forest management and supply of forest products to the private industries and enterprises. The ministry is also responsible for enforcing its policies through its institutions.</p> <p>MFSC is the CITES and CBD focal point of Nepal. The Ministry – in particular through its Department of Plant Resources and Department of Forests (respecting Scientific and Management CITES Authorities), and the Biodiversity and Environment Division (CBD Focal point) had been involved in the development of the project idea.</p> <p>MFSC has committed to support and cooperate with the project, in particular, by facilitating the legislative process, linked to enabling legal and sustainable trade in Jatamansi, as well as providing necessary technical expertise to resource inventories and updating the Jatamansi species and area management plans, and carrying out monitoring activities.</p>
Have you included a Letter of Support from this institution?	Yes

<p><b>Partner Name and website where available:</b>  <b>ProFound – Advisers In Development</b>  <a href="http://thisisprofound.com/">http://thisisprofound.com/</a></p>	<p><b>Details (including roles and responsibilities and capacity to engage with the project): (max 200 words)</b></p> <p>ProFound has more than 25 years of experience in developing sustainable value chains for natural ingredients for food, cosmetics and health. We assist entrepreneurs to capture economic opportunities from production to market entry. Our value chain development services range from market analysis, business planning, matchmaking and linking producers to rural finance. Our mission is “Local income generation and sustainable sourcing by linking natural ingredients producers to the market”.</p> <p>In the project development, ProFound was instrumental in facilitating face-to-face/Skype consultations with potential beneficiaries and partners to discuss activities.</p> <p>ProFound will support the project with:</p> <ul style="list-style-type: none"> <li>• Supply chain and company gap analyses, identification of value-adding opportunities in quality, process efficiency, value addition opportunities.</li> <li>• Development of a sector strategy and marketing strategy and translation of these into action for operators.</li> <li>• Development of a training strategy and tools appropriate for Nepal at the operator level</li> <li>• Training and coaching of companies in quality and efficiency, overcoming identified gaps</li> <li>• Connect Nepalese companies to the European market with B2B matchmaking, and support the development of marketing materials</li> <li>• Share and multiply outcomes by developing a business case and disseminating this business case to the international private sector.</li> </ul>
<p>Have you included a Letter of Support from this institution?</p>	<p>Yes</p>

<p><b>Partner Name and website where available:</b>  <b>Royal Botanic Garden Edinburgh (RBGE)</b>  <a href="http://www.rbge.org.uk/">http://www.rbge.org.uk/</a></p>	<p><b>Details (including roles and responsibilities and capacity to engage with the project): (max 200 words)</b></p> <p>Royal Botanic Garden Edinburgh (RBGE) is Scotland's national botanic garden, working in 40 countries around the globe to explore, conserve and explain the world of plants for a better future. RBGE is the leading institution, with its Nepalese counterparts, in completing the Flora of Nepal, <a href="http://www.floraofnepal.org">www.floraofnepal.org</a> and has a long-standing research programme on the Himalayan flora, including botany, education, capacity building, sustainable development and conservation, and soft diplomacy.</p> <p>The RBGE's botanic expertise of Nepalese flora, as well as the ongoing RBGE's Darwin Initiative project, were starting points of collaboration in the Jatamansi trade project proposal, which has since developed into the partnership around the successful delivery of project activities.</p> <p>RBGE participation in the project will focus on contributing to the area of target species identification and characterization, including through the development of plant profiles and visual IDs, contributing to reducing the adulteration of Jatamansi ingredients in trade and as such, increasing the value of sustainably sourced products for producer communities and enterprises. RBGE will also contribute with communications (e.g. through Jatamansi being a featured plant in the new Biodiversity Education Garden in the National Botanic Garden in Kathmandu), and relevant government and diplomatic liaison.</p>
Have you included a Letter of Support from this institution?	Yes

<p><b>Partner Name and website where available:</b>  <b>Department of Food and Resource Economics, University of Copenhagen</b>  <a href="http://ifro.ku.dk/english/">http://ifro.ku.dk/english/</a></p>	<p><b>Details (including roles and responsibilities and capacity to engage with the project): (max 200 words)</b></p> <p>The University of Copenhagen, Department of Food and Resource Economics (IFRO) are leading international experts on Himalayan medicinal plants studies as well as in developing and implementing total household income surveys in rural areas in developing countries.</p> <p>IFRO has been involved in research and development oriented activities for medicinal plants from Nepal in the past 20 years. This includes the on-going Transiting to Green Growth: Natural Resources in Nepal (TGG-N) project aimed at describing the global production networks for Nepalese medicinal plants. This included over 1,000 interviews with processors, wholesalers, traders, and harvesters.</p> <p>The role of IFRO in the project is to use data extracted from the TGG-N project to prepare a baseline paper describing the global production networks for trade in Jatamansi from Nepal (e.g. including no. of harvesters, annual traded volumes and values, network distribution of benefits, network governance); to design the data collection instrument for creating a baseline understanding of total rural household incomes for Jatamansi harvester households, programme tablets with this survey to enable electronic registration in the field and up-load to the cloud; to support data analysis; and contribute to developing future approaches for understanding the key Jatamansi end products and value chains in India.</p>
Have you included a Letter of Support from this institution?	Yes



<p><b>Partner Name and website where available:</b></p> <p><b>The FairWild Foundation</b></p> <p><a href="http://www.fairwild.org">www.fairwild.org</a></p>	<p><b>Details (including roles and responsibilities and capacity to engage with the project): (max 200 words)</b></p> <p>FairWild Foundation (FWF) is a Swiss non-profit organisation, working to promote the sustainable harvest and trade of wild-collected products. FWF maintains the FairWild Standard and third-party audited certification scheme, enabling verification of sustainable practices in this regard. The Standard is periodically revised based on experience and stakeholder feedback.</p> <p>Since 2009, FWF has collaborated with TRAFFIC under a partnership agreement. This provides a framework for cooperation on projects involving implementation of the FairWild Standard, including piloting new methods and approaches such as those outlined in this application. TRAFFIC also hosts the FWF Secretariat, including providing a staff position.</p> <p>As a standard-setting organisation, the FairWild Foundation will not engage directly in field-level project implementation, instead it: will provide advice on interpretation of the FairWild Standard requirements, including liaison with certifiers in this regard: will recommend appropriate sources of expertise to support implementation; will support the MAPs industry stakeholders themselves in making applications to the certification scheme; and will process applications of additional certification bodies that may seek to be accredited in connection with this project. Our communication platform and events will also provide a channel for disseminating information on the project and sharing experience and lessons learned.</p>
Have you included a Letter of Support from this institution?	Yes

<p><b>Partner Name and website where available:</b></p> <p><b>IUCN SSC Medicinal Plant Specialist Group</b></p> <p><a href="https://www.iucn.org/ssc-groups/medicinal-plant-sg/plants-fungi/medicinal-plant-specialist-group">https://www.iucn.org/ssc-groups/medicinal-plant-sg/plants-fungi/medicinal-plant-specialist-group</a></p>	<p><b>Details (including roles and responsibilities and capacity to engage with the project): (max 200 words)</b></p> <p>The Medicinal Plant Specialist Group (MPSG) of the Species Survival Commission, International Union for Conservation of Nature (IUCN) is a global network of experts contributing to the conservation and sustainable use of medicinal plants. MPSG's membership includes most of the partners in this project.</p> <p>MPSG contributes to global and regional conservation status assessments of medicinal plants as the IUCN Red List Authority for medicinal plants. MPSG frequently collaborates with TRAFFIC on development of tools, methods, and policy supporting conservation and sustainable use of medicinal plants in trade.</p> <p>MPSG is a founding partner of the FairWild Foundation, and provides technical expertise to the Foundation board, secretariat, auditors, and producer operations. In this capacity, MPSG provides technical expertise on conservation status assessment, risk/resilience analysis, resource assessment and management planning, and other relevant aspects of species and area conservation and sustainable use.</p>
Have you included a Letter of Support from this institution?	Yes

## 10. 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. These should match the names and roles in the budget spreadsheet.

Name (First name, surname)	Role	Organisation	% time on project	1 page CV or job description attached*?
Anastasiya Timoshyna	Project Leader	TRAFFIC	17%	Yes
Bhishma P. Subedi	Project Adviser	ANSAB	5%	Yes
Puspa L. Ghimire	Project Coordinator	ANSAB	40%	Yes
Nabin R. Joshi	Field Coordinator	ANSAB	90%	Yes
Sudarshan C. Khanal	Knowledge Management & M&E	ANSAB	18%	Yes
Shambhu Charmakar	Sustainable Harvesting Expert	ANSAB	10%	Yes
Basudeve Neupane	Admin and Finance Manager	ANSAB	32%	Yes
Robbie Hogervorst	Value chain and international market	ProFound	2%	Yes
Jolanda Van Hal	Value chain and international market development expertise; training materials; quality improvement	ProFound	9%	Yes
Carsten Smith-Hall	Household surveys; Jatamansi trade baseline; methodology impact	University of Copenhagen	5%	Yes
Mark Watson	Jatamansi ID botanic coordination	RBGE	3%	Yes
Bryony Morgan	FairWild expertise and liaison with FairWild Foundation	FairWild Foundation (and TRAFFIC)	4%	Yes
Danna Leaman	Technical expertise on conservation status assessment, risk/resilience analysis, resource assessment and management planning	IUCN MPSG	3%	Yes

**\*If you cannot provide a CV, please explain why not.**

## 11. Problem the project is trying to address

Please describe the problem your project is trying to address in terms of biodiversity and its relationship with poverty. For example, what are the drivers of loss of biodiversity that the project will attempt to address? Why are they relevant, for whom? How did you identify these problems?



(Max 300 words)

Wild-harvested medicinal and aromatic plants (MAPs) underpin Nepal's traditional medicine systems and provide a critical source of income for the rural poor. Over 300,000 Nepali households commercially harvest and trade MAPs.

One of Nepal's most commercially valuable and heavily exploited species is Jatamansi *Nardostachys grandiflora*. Between 100-500 tonnes of Jatamansi rhizomes are traded annually for medicinal and cosmetic use. Jatamansi harvest in nine districts provides at least 15,000 people with an average of 25% of their annual income. Local income potential is held back by low rates of value addition and lack of direct access to international markets, and undercut by largescale illegal export of rhizomes to India.

Jatamansi populations are declining owing to overharvesting for export and habitat loss, putting both species and livelihoods at risk. Concern regarding these declines led to Jatamansi's inclusion in CITES Appendix II and IUCN classification as threatened. Nepal's Government has adopted various harvest and trade controls, including a ban on exports of unprocessed rhizomes. In 2017 the Government adopted an Act aimed at strengthening CITES implementation that unintentionally banned exports of all Appendix II listed species, including Jatamansi. With consent from the Ministry of Law, the Ministry of Forests and Soil Conservation (MFSC), will present a proposal to Parliament to amend the Act to allow Jatamansi trade. If adopted, MFSC will develop new guidelines enabling trade to resume.

There are currently few economic incentives for sustainable sourcing, equitable benefit sharing, or CITES compliance. Although demand and price premiums for materials meeting sustainability, legality and social criteria are growing, manufacturers marketing sustainable products frequently misunderstand CITES requirements and perceive CITES species as risky. A more effective combination of market-oriented and CITES approaches is therefore needed to improve conservation and livelihood outcomes for trade in Jatamansi and other CITES/MAP species.

## 12a. Biodiversity Conventions, Treaties and Agreements

Your project must support the objectives of one or more of the agreements listed below. Please indicate which agreement(s) will be supported and describe which objectives your project will address and how. Note: projects supporting more than one will not achieve a higher score.

<b>Convention On Biological Diversity (CBD)</b>	Yes
<b>Nagoya Protocol on Access and Benefit Sharing (ABS)</b>	No
<b>International Treaty on Plant Genetic Resources for Food and Agriculture (ITPGRFA)</b>	No
<b>Convention on International Trade in Endangered Species (CITES)</b>	Yes

## 12b. Biodiversity Conventions

Please detail how your project will contribute to the objectives of the agreement(s) your project is targeting. You should refer to Articles or Programmes of Work here. Note: No additional significance will be ascribed for projects that report contributions to more than one agreement

(Max 500 words)

The project will directly support Nepal's delivery of several agreements and showcase implementation approaches to other Parties, creating conditions for wider impact.

The project will explore the interface between CITES requirements and voluntary certification standards, seeking to overcome the prevailing risk-averse nature of the MAPs industry and tendency of final product manufacturers to avoid or discontinue use of CITES-listed species. There is a lack of understanding about CITES in the industry, and an associated lack of trust. Consumers also often wrongly equate a CITES Appendix II listing with a ban on trade in a

highly endangered species. Consultations with potential buyers in Europe indicate that there would be greater demand for Jatamansi oil if CITES compliant, ethical sourcing could be assured and effectively communicated to consumers. There is also growing demand for sustainably produced consumer goods in India, Jatamansi's main market, holding out huge potential for change. The project will therefore support CITES implementation in line with the aims of the Convention in the following ways:

- 1) By increasing stakeholders' (including government) understanding of CITES requirements, and supporting development of local management systems that will assist the Nepal government in making CITES Non-Detriment Finding (NDF) decisions (responding to **CITES recommendations in PC23 Com. 5**)
- 2) By increasing the sustainability of CITES-listed species value chains, the project will garner **industry support for sustainable use and effective implementation of CITES trade controls**;
- 3) The project will help improve incomes, through value-addition, focusing on fair trade and transparent cost calculations, implementing the FairWild requirements of strict social fairness of relations between harvesters and buyers, and non-discrimination on gender or other bases. This will help deliver on **CITES Resolution 16.6 'CITES and Livelihoods'**, whereby Parties are invited "to explore the use of registered marks of certification and origin consistent with CITES provisions". The project case-study will support the 'CITES and Livelihoods' programme, demonstrating positive example of mitigating the potentially negative effects of the application of CITES decisions on livelihoods in poor rural communities, and contribute to the CITES and Livelihoods toolkit.

The project will contribute to achievement of all three CBD Objectives, particularly sustainable use of biodiversity and equitable benefit sharing. It will contribute to implementation of the CBD Strategic Plan, Aichi Targets 4, 14, 16, 18; and Targets 11-13 (sustainable use) of the Global Strategy for Plant Conservation (GSPC). These GSPC targets are acknowledged to be among the most poorly implemented. FairWild is one of the best practice tools explicitly included in the indicators of achievement.

The project will support delivery of Articles 5, 6, 7, 9, 15 and 17 of the Nagoya Protocol by showcasing a practical model of a benefit-sharing mechanism.

The project will contribute to achieving the **UK Aid strategy**, through promoting sustainable economic development based on MAPs trade to increase global prosperity, increasing international cooperation in the areas of trade and environmental governance, and tackling extreme poverty by helping some of the world's most remote and vulnerable populations manage their natural resources, add value, and receive a fair price.

**12c. Is any liaison proposed with the CBD / ABS / ITPGRFA / CITES focal point in the host country?**

Yes  No      if yes, please give details:

Liaison is proposed with both CITES and CBD focal points in Nepal. In particular, partners will engage with the CITES Scientific Authority (SA) for Flora and CITES Management Authority (MA). The collaboration framework is established with the Ministry of Forests and Soil Conservation (MFSC), which includes both CITES and CBD focal points in Nepal (see Letter of Support).

The CITES Scientific Authority (SA) for Flora in Nepal is the Department of Plant Resources (DPR), which is responsible for issuing the Non-Detriment Findings (NDFs) (based on the field information, known harvesting practices, likelihood of negative impact on target species populations) for all export permits requested for CITES-listed species, including *N. grandiflora*. The outputs of the project (e.g. site-specific resource inventory, management plan and the use of FairWild certification as a voluntary market tool in demand by the European industry) would complement the work of DPR, and in turn of the Department of Forests (DoF). Engagement of local and national-level authorities, including through Community Forest User Groups (CFUGs), will support this process. DoF is the designated CITES Management Authority (MA) of Nepal and is responsible for issuing export permits for *N. grandiflora*. An initial introduction to FairWild and TRAFFIC's work on MAPs trade took place with DPR in 2012. ANSAB has a long-term collaboration with the Ministry of Forests and Soil Conservation (MFSC) and their departments, including DPR and DoF. ANSAB also represents civil society in the high level Herbs and NTFPs Coordination Committee (HNCC) chaired by the Minister of MFSC. The project concept note has been shared with MFSC, DPR and DoF, who provided their consent and expressed an interest to participate in the project, and provided a letter of support for the project.

Furthermore, in developing the project proposal, ANSAB has communicated with the Biodiversity and Environment Division (the CBD National Focal Point in Nepal) regarding the project, which has confirmed its support through providing a project case study to demonstrate CBD implementation in support of Nepal's delivery against the Aichi Targets commitments and its National Biodiversity Strategy and Action Plan (updated in 2014).

The project will also engage with the relevant CITES authorities in the importing countries, in particular the European Union (EU) Scientific Review Group (which includes CITES SAs of all the EU Member States) to keep them informed about this case-study. India's CITES authorities will also be informed. Linkages to inform and engage the CITES Secretariat and appropriate processes (e.g. the Plants Committee meetings, Conference of Parties to CITES) will also be made.

**12d. Global Goals for Sustainable Development (SDGs)**

Please detail how your project will contribute to the Global Goals for Sustainable Development (SDGs).

(Max 250 words)

Project will contribute to the delivery of several Sustainable Development Goals (SDGs). These include:

SDG 1 (Poverty, 1.1/2/4/5), via the introduction of practical measures, including the requirement to pay the higher FairWild premium price to harvesters and workers, and the FairWild Premium Fund.

SDG 3 (Health), by targeting the survival of plant species, which are essential resources for traditional and modern medicine systems.

SDG 5 (Women 5.5), through empowering women's non-discrimination and participation. Enabling policy environment will also be promoted prioritizing sustainable co-management of wild-harvested resources, and implement practical approaches to benefit-sharing.

SDG 8 (Economy 8.2/3/5/7/8), through building the capacity on medicinal plants quality and value-addition, the project will directly influence selling prices and income-generation, based on the assumption of the development of long-term commitments from trading partners in order to reduce communities' vulnerability. FairWild certification will create additional economic benefit flow mechanisms to communities and facilitates industry engagement.

SDG 10 (Inequality 10.1/2), through prevention of any types of discrimination, and the transparent and fair cost calculation along the trade chains, fair and premium payments to harvesters and workers (required within the framework of FairWild implementation).

SDG 12 (Consumption 12.2/6/7/a), through implementing the best-practice principles in sustainable wild-harvesting and trade.

SDG 15 (Ecosystems, 15.2/4/5/6/7/c), through addressing the ecosystem/landscape-level conservation via the sustainable use of key natural resources.

SDG 17 (Sustainability 17.17), by facilitating the multi-stakeholder partnerships addressing complex resource access and management situation.

### 13. Methodology

Describe the methods and approach you will use to achieve your intended Outcome 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.).

(Max 500 words – this may be a repeat from Stage 1, but you may update or refine as necessary. Tracked changes are **not** required.)

The project will support Nepal's Government in operationalising CITES trade controls for MAPs, and provide training on FairWild, production quality and value-addition to 2,000 Jatamansi harvesters. Producer enterprise(s) sourcing from key production sites in Jumla and Mugu districts will be linked directly with international buyers in sustainability-sensitive markets, including: Pukka Herbs, Neal's Yard Remedies, Farfalla and Primavera. Harvest, trade management and benefit-sharing systems established will strengthen implementation of CITES and the CBD and provide a model for replication.

The methodology combines meeting local needs for strengthened capacity to manage wild-harvests and trading relationships; using a market-led approach that responds to demand; and applying international best-practice for wild product sourcing and trade through the FairWild Standard.

The project will:

- 1) Establish baselines and refine methodologies (including influences on participation and income linked to gender and ethnicity); review Jatamansi use, trade and adulterants; trade chains gap-analysis and value-addition options (Output 1); confirmation of FairWild certification/auditing requirements (Output 4).
- 2) Support government in re-establishing legal framework for sustainable trade in CITES-listed species, including Jatamansi and other MAPs, and further to use Jatamansi as a flagship

species for operationalising CITES MAPs trade controls (Output 2).

- 3) Co-develop the vision with stakeholders for sustainable Jatamansi trade through creating value-chain strategies and translating them into action plans for producer enterprises (Output 1).
- 4) Develop management plans incorporating CITES NDF processes for target areas in Jumla and Mugu, linked to government CITES NDF processes (Output 2/3), project training strategy and tools appropriate at enterprise and harvester levels (Output 1), Nepali translations of FairWild materials (Output 4).
- 5) Train producer enterprises in: harvest practices; applying FairWild principles; improving production and processing quality; handling certification documentation; improving governance along the value-chain. Build capacity of enterprises and Community Forest User Groups to train harvesters; support the roll-out of harvesters' training (Output 1).
- 6) Connect enterprises to identified buyers for FairWild-certified Jatamansi (Output 4).
- 7) Support enterprises in FairWild certification requirements compliance, including pre-audits of at least three enterprises to identify gaps, coaching to overcome these; support at least one enterprise through to certification (Output 4).
- 8) Encourage harvesters, enterprises, government to prioritise and implement Nepal's existing legislation relevant to sustainable Jatamansi trade, including CITES and Community Forestry legislation to support the community forestry model in alpine meadows (Output 4).

To share and multiply outcomes (Y3), the project will facilitate co-development of a Jatamansi investment roadmap to expand sustainable use and equitable trade in MAPs (Output 5); convene training workshops with industry associations, leading to at least 10 additional producer/harvesting enterprises considering FairWild certification (Output 4); develop and widely disseminate a case study on FairWild's application to CITES and CBD implementation; produce a FairWild "business case" for CITES-listed ingredients for presentation at industry events (Output 5).

TRAFFIC will provide overall management; ANSAB will lead on Nepal implementation. Other partners' contributions: ProFound: international market, value-chain development; RBGE: botanical expertise, linked to addressing product adulteration; IFRO: monitoring methods, trade background and baselines; FWF: FairWild certification/audit advice; WWF Nepal: Policy; MSPG: conservation status assessment.

#### 14. Change Expected

Detail the expected changes this work will deliver. You should identify what will change and who will benefit a) in the short-term (i.e. during the life of the project) and b) in the long-term (after the project has ended). Please describe the changes for biodiversity and for people in developing countries, and how they are linked. When talking about people, please remember to give details of who will benefit and the number of beneficiaries expected. The number of communities is insufficient detail – number of households should be the largest unit used. If possible, indicate the number of women who will be impacted.

(Max 500 words)

This project will deliver positive conservation and management outcomes for Jatamansi and the alpine ecosystems in which the species occurs, positive livelihood outcomes for wild-harvesters, and improved product quality and profitability for producer enterprises in the short-term. It will provide mechanisms for replicating project outcomes, supporting more sustainable and equitable trade in Jatamansi and other CITES-listed species and associated ecosystem conservation and livelihood outcomes in the long-term. Beneficiaries include: MAPs harvesters, producer enterprises, traders and manufacturers, government agencies, and consumers.

In the **short-term** the project will deliver:

1. Regulations establishing requirements for sustainable harvest and trade in Jatamansi (and other CITES-listed species) in place and implemented, supporting CITES implementation
2. Multi-stakeholder process supporting the design and implementation of government policies and laws to achieve sustainable and legal trade in CITES Appendix II species and delivery of CBD conservation and development objectives

3. Demonstration of sustainable management practices for Jatamansi in two key production sites (Mugu and Jumla districts) of Nepal
4. FairWild certification of one or more producer enterprises affecting 2,000 harvesters of Jatamansi in Jumla and Mugu districts
5. At least 5% increase in unit price paid to harvesters for Jatamansi, change to income and position of women through e.g. opportunities in value-addition
6. Three enterprises sourcing Jatamansi comply with minimum FairWild Standard requirements, reaching 1,000 harvesters; further 10 MAPs operations initiating FairWild requirements gap analysis and benefit from skills in responsible sourcing
7. Increased number of trading relationships between producer enterprises in Nepal and buyers in Europe
8. Increased amount of plant material traded meeting CITES and CBD criteria
9. Buyer demand for sustainably sourced products stimulated by FairWild certification of CITES-listed species
10. Jatamansi investment roadmap co-developed with stakeholders

In the **longer term**, this project will:

11. Support implementation of CITES for other species and in other countries
12. Enable more effective conservation/livelihoods interventions linked to trade in wild plants based on the investment roadmap
13. Strengthen the Nepal Government's commitment to sustainable management of trade in wild-harvested plants
14. Create incentives for wider industry commitments and shifts to more responsible wild plant-sourcing practices.
15. Increase consumer confidence in purchasing wild-harvested products by demonstrating adherence to sustainability and social/fair trade criteria.

## 15. Gender

All applicants must consider whether and how their project will contribute to reducing inequality between persons of different gender. Explain how your project will collect gender disaggregated data and what impact your project will have in promoting gender equality.

(Max 300 words)

The project will have direct and indirect impacts on reducing inequality between persons of different gender in Jatamansi-harvesting communities.

Available data indicate that there are approximately 15,000 individuals involved in commercial wild-collection of Jatamansi in Nepal. The project will target at least 2,000 wild-harvesters of Jatamansi, and their households.

Jatamansi harvesters are predominantly male, reflecting the long distances and overnight stays involved with harvesting. The project will assess barriers, and how they might be overcome, to women participating in harvest (e.g. safety) and focus on options for improving their position within the industry, e.g. in processing/storing/sales; and improving negotiation skills. The impact of men not being present at home during harvesting will also be evaluated.

The project will strengthen harvesters' capacity to increase the value of raw materials prior to onward sale through improving product quality (for example through improved processing methods) and participation in certification schemes that directly increase sales prices and income-generation. The understanding of how to support greater gender equality will be developed and integrated throughout the project activities. The project will establish the baseline income, including gender-disaggregated data, and monitor changes attributable to project interventions.

Long-term commitments from trading partners (both Nepali and international) will be sought, reducing producers' vulnerability to fluctuations. Committed industry partners with relevant technical expertise will support quality improvements. Through certification, additional

economic benefit flows to harvesters and primary processors will be created.

CFUGs have been instrumental in organising harvesting communities to benefit more from Jatamansi value chains. The project will support women's engagement in CFUG decision-making, and access to and use of training, technical and intermediary services; ensuring women participate in consultations.

Sustainable harvest of Jatamansi will maintain harvesters' access to this species in the longer term, contributing to health and well-being.

## 16. Exit strategy

State whether or not the project will reach a stable and sustainable end point. If the project is not discrete, but is part of a progressive approach, give details of the exit strategy and show how relevant activities will be continued to secure the benefits from the project. Where individuals receive advanced training, for example, what will happen should that individual leave?

(Max 200 words)

The project couples addressing sustainability concerns to higher incomes through a market-based approach; FairWild certification creates a positive incentive to keep sustainable production going. Industry commitments will ensure the longer-term viability of outcomes, built on long-term trustful relations and equitable benefit-sharing. Wild-harvesters and producer enterprises will have increased capacity to manage resources, and to factor resource management into cost calculations and pricing. The FairWild incentives demonstrated for sustainable wild-harvesting will help ensuring that sustainable supplies of MAPs are available to industries and healthcare practices.

Species-area management plans will be updated based on field information; local government and CFUGs will have increased capacity and ability to implement them. The group of committed stakeholders convened through the Jatamansi investment roadmap will also continue work beyond the project end. The capacity of ANSAB to act as a regional centre of expertise on FairWild will be built in this regard, and the project team will develop complementary interventions and proposals to further advance the work (e.g. in India, the primary Jatamansi export market).

The government agencies' involvement in project will increase their motivation and capacity to implement activities linked to sustainable management of wild plant resources beyond the project; including other species and locations.

## 17a. Harmonisation

Is this a new initiative or a development of existing work (funded through any source)? Please give details

(Max 200 words)

This is a new initiative for the partnership, each of whom brings significant experience working on issues at the heart of this project, and who will ensure effective synergies with other work in related areas.

The project builds on ANSAB's long involvement working on-the-ground with harvesting communities and providing market information, including a monthly market prices for priority NTFPs to collecting communities. ANSAB co-founded the company Himalayan Bio Trade, a community-based and owned company that processes and trades MAPs.

It builds on TRAFFIC's experience monitoring CITES trade controls implementation for Himalayan species and in supporting CITES and CBD implementation through producing sustainability guidance. The project also benefits from TRAFFIC's experience implementing the FairWild Standard, in partnership with the FairWild Foundation. TRAFFIC implements a complementary research project into the questions of CITES-listed medicinal and aromatic plants and sustainability certification in 2018, which will link to the proposed Darwin Initiative project.

The University of Copenhagen has been conducting research on forest-livelihoods, forest-



human health relationships, and utilization of Himalayan biodiversity for over a decade, including the Transiting to Green Growth: Natural Resources in Nepal project.  
RBGE has an ongoing programme of work on Flora of Nepal, including with DPR.

**17b. Are you aware of any other individuals/organisations/projects carrying out or applying for funding for similar work? Yes**

If yes, please give details explaining similarities and differences. Explain how your work will be additional to this work and what attempts have been/will be made to co-operate with and learn lessons from such work for mutual benefits.

The project builds on other existing initiatives in Nepal, including those supporting development of small and medium sized enterprises (SMEs) to export natural ingredients, in particular the Nepali-German Trade Promotion Programme and the Nepali-German Inclusive Development of the Economy (INCLUDE) Programme and its project "Implementing of the Nepal Trade Integration Strategy in the sector of Medicinal and Aromatic Plants (INMAPS)." ANSAB has been working as National level implementing partner of GIZ/INCLUDE in this project and will create synergy for this initiative.

A number of SMEs anticipated to join the project have also been past participants in projects funded by SIPPO and GIZ, and Import Promotion Desk (IPD) for Nepal, on market access and trade fair participation (e.g. BioFach trade fair in Germany). Representatives of these initiatives were approached during project development, and matching funding opportunities were discussed; particular interest was expressed in supporting dissemination of the FairWild certification case-study, aligning matchmaking efforts, and uptake of the approach by SMEs they are supporting. Support for development of the investment strategy to support the sustainable Jatamansi (and other wild MAPs) sector in Nepal will be sought through them.

The project will respond to and complement the findings of the November 2016 call from Nepal's DoF to carry out a study on the threat status of 10 economically important wild-collected MAPs in order to develop measures for their conservation, sustainable management, trade and use "for the benefit of the local communities and the national economy". Jatamansi has been ranked first out of 10, according to its importance for the export market.

The project will be closely coordinated with the Transiting to Green Growth: Natural Resources in Nepal (TGG-N) being implemented by the University of Copenhagen in order to realise synergies. Funding applications to secure additional matching funds will be explored.

**18. Ethics**

Outline your approach to meeting the Darwin Initiative's key principles for research ethics as outlined in the [Guidance](#).

(Max 300 words)

TRAFFIC International has implemented numerous research and capacity-building projects in multiple countries and environments. This project builds on strong local implementation leadership in Nepal from ANSAB, which has demonstrated experience implementing projects involving MAP-harvesting communities across Nepal. Where consultants will be involved in the project, the selection will be carried out through a competitive tender process, ensuring there is no conflict of interest.

The project will ensure that engagement with the target communities is based on Prior Informed Consent and that social safeguards are monitored through the periodic reviews.

The project is focused on the implementation of the principles of the FairWild Standard, an internationally-recognized best practice standard for sustainable use and equitable trade in wild-collected plants. Respect and compliance with customary norms, traditional knowledge, and access and benefit-sharing (ABS), are among its key principles. It also prevents discrimination based on race, colour, ethnic origin, religion, sex or political opinion.

The project will contribute to greater gender equality, including through conducting the gender assessment as part of the baseline study (confirming the roles of men and women in the Jatamansi value chain), development of appropriate measures to empower and enable women,

through to the collection and monitoring of disaggregated data.

The collaboration with government agencies at the national (DoF, DPR) and district levels will ensure project activities' cohesion with laws and norms.

MAPs are used historically in traditional medicine systems and the project recognizes the importance of such systems. The project will ensure that the activities and outputs are supportive and respectful of people's belief in traditional medicine. It will also help maintain access to healthcare by reducing local depletion of medicinal plant species.

## 19. Raising awareness of the potential worth of biodiversity

If your project contains an element of communications, knowledge sharing and/or dissemination please provide a description of your intended audience, how you intend to engage them, what the expected products/materials will be and what you expect to achieve as a result. For example, are you expecting to directly influence policy in your host country or is your project a community advocacy project to support better management of biodiversity?

(Max 300 words)

The project will raise the awareness of the exceptional biodiversity of Nepal's alpine rangelands, the source of 34% of 41 key NTFPs and home to snow leopard, Himalayan goral, serow, and Himalayan tahr. FairWild Standard requires the management of entire area, covering all species influenced by harvesting, ensuring the landscape-level conservation. Beyond Jatamansi, a large number of alpine MAPs are traded from the area (e.g. *Neopicrorhiza scrophulariiflora*, *Dactylorhiza hatagirea*), facing common problems, for which the proposed project will show the potential solution.

Knowledge sharing and dissemination are a strong feature, with communications products tailored to share findings with different audiences: e.g. synergies between FairWild/CITES will be of interest to policy and international conservation audience, and relevant beyond MAPs.

Project partnership includes government of Nepal, aiming to contribute to an improved legislation/policies, information base and support set up of management systems on the ground to assist in making NDF decisions. The project will input to operationalizing the implementation of the Herbs and Non-Timber Forest Products Development Policy 2004, and the Guidelines for NTFP Based Enterprises 2005.

Project experiences will be shared through several channels ensuring the contribution to policy development, peer-to-peer industry exchange, and replication. The project will convene industry workshops with/through industry associations, and contribute case-studies to ongoing programmes. Case studies will also be shared within industry platforms in Europe and India.

The project will ensure horizontal-sharing between relevant Nepali community groups/producer enterprises on resource management and skills development, encouraging replication and uptake among industry. Partners will develop interactive training materials in local languages.

A project communication plan will be developed covering the knowledge sharing of lessons learnt and materials dissemination strategy. Printing and translation costs, as well as costs of conducting workshops and meetings are built into the project budget to support the extension activities.

## 20. Capacity building

If your project will support capacity building at institutional or individual levels, please provide details of what form this will take and how this capacity will be secured for the future.

(Max 300 words)

The project will support capacity building both at institutional and individual levels.

The capacity of project partners in FairWild certification will be built during the inception workshop. The partners will develop training materials on assessment and sustainable harvesting of Jatamansi, improvement of quality and value-addition, and compliance with FairWild certification. These materials will be used to build capacity at CFUGs, processors and traders' levels, empowering and engaging communities in developing sustainable management and harvesting plans for Jatamansi in active participation and with consent of Jatamansi

harvesters and create higher benefits from trade. Under the capacity-building programme, the training of trainers' sessions will first be delivered to the field staff, and representatives of CFUGs and produce enterprises, ensuring equal gender participation. These trainers will create the backbone of the training strategy roll-out.

The project will help to build the institutional capacity of CFUGs, processing and trading enterprises, and district forestry authorities. CFUGs will benefit from the facilitation and technical support in conducting the assessment of stock of and threats to Jatamansi, identification and registration of Jatamansi harvesters, sustainable harvesting approaches, developing and revising the forest management plan against FairWild requirements, and implementing it. The district forest and plant resources authority will be trained and apply their knowledge in other parts of the district. The enterprises will apply the FairWild Standard, boosting their record keeping, production quality, ability to market Jatamansi, and fair benefit-sharing.

The FairWild documentation will be translated, and implementation cases will be made available to build the knowledge of forestry enterprises, CFUGs, forestry stakeholders and policy makers for promoting the sustainable Jatamansi production from Nepal Himalaya.

ANSAB will benefit from experience with an international standard for MAPs and international exchange on good practice. ANSAB's capacity to act as a centre of expertise on FairWild will be increased.

## **21. Access to project information**

Please describe the project's open access plan and detail any specific funds you are seeking from Darwin to fund this.

(Max 250 words)

Outputs generated by the project, including consultancy and progress reports, datasets, peer-reviewed and other journal articles of interest to other stakeholders will be made available in open access through TRAFFIC and partners' websites whenever possible, and in respect of the confidentiality issues around sourcing and certification.

Technical aspects of the project approach, specifically the development and practical implementation of FairWild certification for CITES-listed medicinal plants, as well as the benefit sharing mechanism, will be made available through the organisations' websites and submitted to appropriate peer-reviewed journals. The methodology will be presented at workshops including at CBD and CITES CoPs or intersessional technical meetings, as appropriate, thereby providing generic methodologies applicable to other species and locations.

Costs sought for this include the project partners' staff costs, consultancy activities, and travel costs for dissemination.

The project includes strong collaboration with Nepal's government agencies, and fosters innovative partnerships between low-income harvesters and companies, in the context of applying voluntary certification for CITES-listed species. The unique nature of this partnership in Nepal will assist with ensuring the activities receive wide media coverage. This will further facilitate access to the project's information and approach. The project will also collaborate with other civil society organisations. These collaborations and joint efforts will ensure that lessons learned and insights from the project will be available to the wider community working to address resource management issues, as well as public health concerns, within Nepal, India, and beyond.

## Project Monitoring and Evaluation

### Measuring Impact

#### 22. Logical Framework

Darwin 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
<p><b>Impact: Nepali Himalayan medicinal plant resources are sustained, access to traditional healthcare resources is maintained, and harvester incomes are increased through sustainable management and equitable trade in CITES-listed medicinal species</b> (Max 30 words)</p>			
<p><b>Outcome:</b> (Max 30 words)</p> <p>Conservation of Jatamansi populations, increase in harvester and enterprise incomes in two key production sites in Nepal (Jumla and Mugu districts) and CITES compliance supported through FairWild application and training.</p>	<p>0.1 By 2021, status of Jatamansi populations at project harvest sites is stabilized or improving (<i>baseline</i> to be established by the resource inventories)</p> <p>0.2 By 2021, at least one Jatamansi processing and exporting enterprises in Nepal achieve FairWild certification (benefitting 2,000 harvesters); at least three producer enterprises comply with FairWild minimum requirements (affecting further 1,000); a further 10 MAP enterprises exploring FairWild approaches (<i>baseline</i> for all these is zero)</p> <p>0.3 By 2021, increased unit price by 5% or more is paid to up to 2,000 wild-harvesters for FairWild certified Jatamansi plant materials; and the evidence of non-discrimination on basis of gender, ethnicity, religion (<i>baseline</i>: market price for Jatamansi)</p> <p>0.4 By 2021 there is a documented increase of CITES-listed medicinal plant product exports from Nepal independently verified as meeting sustainability and legality criteria</p>	<p>0.1 Project reports, species and area management plan(s) and monitoring reports</p> <p>0.2 FairWild certificate; pre-audit report, industry reports</p> <p>0.3 Agreements between processing and exporting enterprises and local processors/harvesters, and between processing and exporting enterprises and manufacturers/wholesalers; receipts; project technical reports; surveys; (pre)audit reports.</p> <p>0.4 Training sessions reports, project technical reports; participants feedback; FairWild certificate; pre-audit and audit reports; CITES export/import permits</p> <p>0.5 Case study publication, summary of meetings and presentations</p> <p>0.6 Project baselines; technical reports; beneficiaries' surveys.</p>	<p>International market interest in sustainably-sourced products remains consistent or grows</p> <p>The clarification and amendments (per proposal submitted by the Department of Forests and enterprises) to 2017 CITES Act re-establish legal trade in CITES Appendix-II listed species, including Jatamansi</p> <p>Nepal Government responds effectively to the recommendations of CITES Plants Committee (with project support), to provide assurance on effective resource management framework, and CITES Plants Committee does not issue further recommendations to suspend trade in Jatamansi</p> <p>State restructuring process does not limit to access the project sites or export markets.</p> <p>FairWild certification continues to be available as credible third-party audited system; audit capacity can be built regionally.</p>

	<p>(<i>baseline</i> is zero)</p> <p>0.5 By 2021, conservation and livelihood outcomes of the Jatamansi FairWild application summarized and presented to appropriate audiences (business and CITES/CBD) to support further uptake and implementation (<i>baseline</i> is none)</p> <p>0.6 Gender-segregated data is available for project activities throughout the project, and used in design and delivery of activities and M&amp;E, especially on access and control over resources, ability to make change, division of labour and impact (<i>baseline</i> will be established at project start)</p>		
<p><b>Outputs:</b></p> <p>1. Harvest management, value addition, negotiation and other knowledge, tools and skills produced and used by primary producers at project sites and by local enterprises.</p>	<p>1.1 Project research results, resources and methodologies are developed; relevant stakeholders, including producer enterprises, harvesters, local forestry agencies, commit to using and implementing these by March 2019 (<i>baselines</i> are: initial commitments secured both from Nepalese producer enterprises and the European buyers)</p> <p>1.2 Project-tailored training tools and training strategy are developed (incorporating gender considerations and equal participation) by July 2019 in areas of: applying social and fair trade requirements FairWild, the quality of processing and production to reduce wastage, and the sustainability of Jatamansi harvesting and management (<i>baseline</i>: FairWild generic training materials are available; in need of tailoring for specific producer enterprises' needs)</p> <p>1.3 By March 2021, knowledge and</p>	<p>1.1 Baseline survey, assessment of harvest practices; market analyses; enterprise gap analyses and development strategies, Jatamansi value chain scenarios and strategy (including the identification of opportunities for increasing processing efficiency, value addition)</p> <p>1.2 Training tools; training strategy; tailor-made action plans per enterprise; project technical reports</p> <p>1.3 Training session reports; number of local trainers; participants feedback; project technical reports</p>	

	skills of up to 2,000 Jatamansi wild-harvesters, harvesters' households (including women primarily involved in processing, grading, and storage), through the participating producing enterprises built through training of trainers' sessions and other capacity-building events ( <i>baseline</i> : no specific FairWild training; level of baseline knowledge and skills to be captured in developing the training strategy).		
2. The legislation in Nepal regulating trade in Jatamansi and other CITES Appendix II-listed species is clarified and modified as necessary to enable sustainable trade	2.1 By March 2020, Nepal's CITES Act is amended to enable legal and sustainable trade in CITES Appendix II listed species, including Jatamansi.	2.1 Relevant government legislation	Environmental protection committee of Legislature Parliament of Nepal will facilitate to draw the suspension of Jatamansi trade (and other CITES Appendix II listed species)
3. Species and area sustainable management plans for Jatamansi conservation, harvest, use and trade produced and implemented at the project harvest sites	<p>3.1 Up-to-date information about the conservation status, use and trade of Jatamansi and other priority medicinal plants (CITES-listed in particular) is compiled and integrated into the project actions by March 2019.</p> <p>(<i>baseline</i> is that the global assessment against IUCN Red List criteria was published in 2016, assessing <i>N. grandiflora</i> as Critically Endangered (CR); however detailed evidence base seem to primarily rely on India populations, approximated to global range; other priority medicinal plants are not assessed)</p> <p>3.2 Jatamansi species and area management plans are developed for target project areas by March 2020, and integrated in community forest management plans, recognized and applied by appropriate local government forestry agencies, harvesters and producer enterprises (<i>baseline</i> is that</p>	<p>3.1 Project technical reports; published materials and articles; IUCN Red List assessment</p> <p>3.2. Resource assessments; Sustainable yield studies; Management plans; project technical reports; meeting minutes; stakeholder statements; training strategy.</p> <p>3.3. Project technical reports; Training sessions reports, participants feedback; FairWild pre-audit/audit results; monitoring results (against the management plans)</p>	

	<p>there are community forest management plans, but these do not include details of Jatamansi stock or annual allowable harvest and do not provide for monitoring sustainability)</p> <p>3.3 The sustainability (harvesting time, methods and appropriate tools) of Jatamansi harvesting practices at project sites improved by March 2021</p>		
<p>4. Roadmap for achieving third-party certification of sustainable harvest and equitable benefit sharing for trade in wild-harvested Jatamansi and other CITES-listed species demonstrated at in at least two districts and endorsed more widely in Nepal</p>	<p>4.1 Availability and buy-in (by industry, harvester representatives, government agencies) of FairWild certification tools in Nepali, with specific guidance on achieving CITES compliance by year 1 of the project (<i>baseline</i> is no documents are translated or disseminated)</p> <p>4.2 Producer enterprises access the FairWild certification auditing capacity in Nepal or the region by March 2020 (<i>baseline</i>: no FairWild auditor in Nepal, there is a trained auditors in India and Sri Lanka, in need of a ‘top-up’ training in high-risk spp)</p> <p>4.3 At least four Jatamansi wild-harvesting, processing and trading enterprises comply with minimum FairWild requirements by March 2021 and one is certified (benefitting 2,000 harvesters) (<i>baseline</i> is zero companies are certified; one Jatamansi producer enterprise applied for FairWild certification in past but withdrew)</p> <p>4.4. At least one benefit sharing agreement for trade in Jatamansi meeting FairWild criteria and trading rules negotiated and agreed by March 2021 of the project, documenting FairWild sales price, planned</p>	<p>4.1 FairWild tools in Nepalese; project technical reports; FairWild website and newsletter</p> <p>4.2 Project technical reports; audit training reports; FairWild communication materials (including website)</p> <p>4.3 Training reports; pre-audit reports; audit reports</p> <p>4.4 Agreements between producer enterprises and local harvesters, and between producer enterprises and manufacturers/wholesalers on supply of sustainably harvested products; evaluation against FairWild Standard and Trading Rules</p> <p>4.5 Record of the workshop; training sessions records; industry statements</p> <p>4.6 Meetings records; case studies demonstrating project contribution to the implementation of existing policies and commitments; statements and commitments made by stakeholders included in project report(s)</p>	<p>Certification bodies are able to complete accreditation with the FairWild Foundation</p> <p>FairWild certification audit has high reputation of quality</p> <p>International market interest in sustainably-sourced products remains consistent or grows</p> <p>Market study confirms sufficient demand for FairWild-certified ingredients to make certification costs viable.</p>



	<p>contributions to FairWild Premium fund, and commitment to implement FairWild Standard including non-discrimination on basis of gender, ethnicity, religion. (<i>baseline</i> is zero)</p> <p>4.5 Two industry workshops and FairWild training reach at least 100 stakeholders, with/through appropriate industry association in Nepal are convened and 10 or more enterprises initiate FairWild gap-analysis and benefit from training and skills in responsible sourcing practices by the project end (<i>baseline</i> is zero)</p> <p>4.6 Stakeholders in Nepal (Government agencies, communities, enterprises and other) recognize project experience as relevant to the implementation of existing policies and laws, and prioritize the implementation of Nepal's existing policies and legislation relevant to Jatamansi trade (<i>baseline</i> is that legislative and policy frameworks available, but their operationalization and enforcement are limited, in particular for the management of alpine rangelands)</p>		
<p>5. Tools, materials and roadmap for scaling up the project approach to other Jatamansi sourcing areas and other CITES-listed species in Nepal and Himalayas</p>	<p>5.1 The FairWild certification pilot for CITES-listed species documented and disseminated in CITES and CBD contexts by the project end (<i>baseline</i> is no pilot; no sharing)</p> <p>5.2 The 'business case' for sustainable, FairWild-certified CITES-listed ingredient is developed and disseminated at key industry events (<i>baseline</i> is no 'business case' exist)</p> <p>5.3 Project supports the development of</p>	<p>5.1 Case studies; information documents for relevant CITES (Plants Committee and CoP) and CBD (SBSSTA and CoP) meetings; case study in the Global Strategy for Plant Conservation implementation toolkit (<a href="http://www.plants2020.net">www.plants2020.net</a>)</p> <p>5.2 Case study; FairWild Newsletter, communication materials; industry events reports</p> <p>5.3 Sector roadmap; project technical</p>	<p>Sustainable use of wild resources remains recognized as an important conservation and livelihood solution to over-exploitation</p>

	Nepal investment roadmap for development and government agencies in support of sustainable trade in wild plants ( <i>baseline</i> is no clear development plans/roadmap available, despite separate initiatives and policy commitments)	reports	
<p><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)</p> <p><b>Effective project management, implementation and reporting</b></p> <p>0.1 Signing grant contract  0.2 Recruitment of project staff  0.3 Agreements with implementing partners  0.4 Inception workshops (national and district-level)  0.5 Develop project M&amp;E and Communication plans  0.6 Annual review and planning meetings  0.7 Project final workshop</p> <p><b>Output 1</b></p> <p>1.1 Develop an overview of Jatamansi use and trade in Nepal  1.2 Conduct Jatamansi sectoral and producer enterprises gap analysis, including the current impact of adulteration and quality  1.3 Prioritize producer companies based on their commitment, existing trade links, the capacity on the ground and viability of getting certain sourcing sites through to certification.  1.4 Develop common Jatamansi value chain strategy, and translate it into action plans for producer enterprises prioritised (including the identification of opportunities for increasing processing efficiency, quality improvements and value addition)  1.5 Conduct household baseline survey, and develop methodology for capturing project-level impact, with particular focus on influences on participation and income linked to gender and ethnicity  1.6 Develop a set of training materials and training strategy (incorporating gender considerations and equal participation) in areas of: applying social and fair trade requirements of FairWild, the quality of processing and production to reduce wastage, and the sustainability of Jatamansi harvesting and management  1.7 Conduct training of trainers (TOT) sessions  1.8 Deliver trainings to target Jatamansi harvesters, harvesters' households (including women primarily involved in processing, grading, and storage), and producer enterprises  1.9 Install and train harvesters and enterprises in the use of processing/value-adding equipment</p> <p><b>Output 2</b></p> <p>2.1 Review existing policy provisions, identify gaps, and work out policy options to address the issues  2.2 Facilitate meetings between CITES SA, MA, relevant industry and civil society organisations to receive further input into the request to amend CITES Act 2017.  2.3. Coordinate orientation and discussion meetings with the representatives of environment protection committee of legislature parliament of Nepal</p> <p><b>Output 3</b></p>			

- 3.1 Collate up-to-date information about the conservation status (in Nepal and globally) of Jatamansi and other priority MAPs
- 3.2 Compile information known about biology and regeneration capacity of species; develop plant profiles
- 3.3 Conduct situation analysis to understand resource governance in target areas and status of management planning
- 3.4 Complete resource inventories for Jatamansi in the identified one or more collection site(s)
- 3.5 Support to revise relevant community forest management plan (producer enterprises) including the species and area management plans for Jatamansi based on completed resource inventories, and yield/regeneration studies, including the population monitoring plan
- 3.6 Document the implementation of the management plan recommendations, including through the (pre-)audit FairWild report
- 3.7 Link the documented outcomes with Nepal's CITES NDF processes, including through providing information on species' status to authorities.

#### **Output 4**

- 4.1 Develop Jatamansi/MAPs harvesters registration system in community managed forests in the project sites
- 4.2 Develop marketing strategy and marketing plan for producer enterprises based on the analysis of production quantities, costs and long-term viability
- 4.3 Support the development of trading relationships between ethical companies in consumer market(s) and producer enterprises
- 4.4 Translate FairWild Standard, Performance Indicators and other relevant certification documents in Nepalese, disseminate those in Nepal and seek buy-in
- 4.5 Build-up project partners' capacities in the implementation of the FairWild Standard and certification scheme (especially the implementing team on the ground).
- 4.6 Support the identification/establishment of FairWild auditing capacity in Nepal, including for 'high risk' species, and those concerning the fair trade and social sustainability provisions of the FairWild Standard (improved negotiation skills, development of transparent and fair trading agreements)
- 4.7 Support four producer enterprises with implementation of the FairWild minimum certification requirements appropriate to 'high risk' species
- 4.8 Facilitate the FairWild certification audit of at least one enterprise
- 4.9 Conduct industry workshop and FairWild training for companies with/through appropriate industry association in Nepal
- 4.10 Support at least 10 producer enterprises in initiating the FairWild gap-analysis
- 4.11 FairWild certification pilot promoted widely to government agencies, communities, enterprises and other stakeholders including to support prioritization of the implementation of Nepal's existing policies and legislation relevant to Jatamansi trade

#### **Output 5**

- 5.1 Document the FairWild certification project case study and disseminate/present as appropriate in the relevant CITES and CBD contexts
- 5.2 Develop the 'business case' for sustainable, FairWild-certified, CITES-listed ingredients and disseminate at key industry events (e.g. at the BioFach trade fair)
- 5.3 Engage relevant development and government agencies in Nepal and internationally to develop the Nepal investment roadmap in support of sustainable trade in wild plants

**23. 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 (starting from Q2 July 2018)**

Please add/remove columns to reflect the length of your project. For each activity (add/remove rows as appropriate) indicate the number of months it will last, and shade only the quarters in which an activity will be carried out. The workplan can span multiple pages if necessary.

Activity	No. of months	Year 1			Year 2				Year 3			
		Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
0.1 Signing grant contract and agreements with implementing partners	3											
0.2 Recruitment of project staff	3											
0.3 Inception workshops (national and district-level)	2											
0.4 Develop project M&E and Communication plans	3											
0.5 Annual review and planning meetings	1											
0.6 Project final workshop	1											
<b>Output 1</b>												
1.1 Develop an overview of Jatamansi use and trade in Nepal	8											
1.2 Conduct Jatamansi sectoral and producer enterprises gap analysis	9											
1.3 Prioritize producer companies	6											
1.4 Develop common Jatamansi value chain strategy, and translate it into action plans for producer enterprises prioritised	12											
1.5 Conduct household baseline survey, and develop methodology for capturing project-level impact	12											
1.6 Develop a set of harvesters and producer enterprises' training materials and training strategy	6											
1.7 Conduct training of trainers (TOT) sessions	12											
1.8 Deliver trainings to target Jatamansi harvesters, harvesters' households, and producer enterprises	18											
1.9 Install and train harvesters and enterprises in the use of processing/value-adding equipment	12											
<b>Output 2</b>												
2.1 Review existing policy provisions, identify gaps, and work out policy options to address the issues	3											
2.2 Facilitate meetings between CITES SA, MA, relevant industry and civil society organisations to receive further input into the request to amend CITES Act 2017.	8											
2.3. Coordinate orientation and discussion meetings with the representatives of environment	12											



industry association in Nepal													
4.10 Support at least 10 producer enterprises in initiating the FairWild gap-analysis	18												
4.11 FairWild certification pilot promoted widely to government agencies, communities, enterprises and other stakeholders including to support prioritization of the implementation of Nepal's existing policies and legislation relevant to Jatamansi trade	30												
<b>Output 5</b>													
5.1 Document the project experience, including the FairWild certification project case study and disseminate in the relevant CITES and CBD contexts	6												
5.2 Develop the 'business case' for sustainable, FairWild-certified, CITES-listed ingredients and disseminate at key industry events (e.g. at the BioFach trade fair)	6												
5.3 Engage relevant development and government agencies in Nepal and internationally to develop the Nepal investment roadmap in support of sustainable trade in wild plants	12												

## 24. Project based monitoring and evaluation (M&E)

Describe, referring to the Indicators above, how the progress of the project will be monitored and evaluated, making reference to who is responsible for the project's M&E. Darwin Initiative projects are expected to be adaptive and you should detail how the monitoring and evaluation will feed into the delivery of the project including its management. M&E is expected to be built into the project and not an 'add' on. It is as important to measure for negative impacts as it is for positive impact.

(Max 500 words)

M&E framework will support adaptive management using six-monthly progress reviews. It will also link to the partner organisations' existing structures for reporting. Project partners will meet regularly to ensure communications flow and that planning is on track, risk is managed and progress reviewed. Under TRAFFIC's regular project review system, this project will be reviewed by senior staff. Projects are reviewed in terms of timeliness on deliverables, effectiveness of external relationships, impact to conservation and expected outcomes, project legacy and sustainability and budget efficiency.

The success of the project at increasing the livelihoods outcomes for the beneficiaries and at helping to ensure sustainable collection of Jatamansi will be evaluated by carrying out monitoring activities to assess the level of income derived from Jatamansi collection. A baseline socio-economic and biological survey/inventory will be undertaken in Year 1 of the project to assess current resources and their contributions to target communities' livelihoods and health.

At the level of the project, gender-segregated data will be made available for project activities, and will be integrated in activities throughout planning, implementation, M&E, especially on access and control over resources, ability to make change, division of labour and impact. Efforts will be made to contribute to reducing inequality between persons of different gender and ensure information about this is captured in project outputs.

The results of the Jatamansi resource inventories, together with the sustainable yield studies and other inputs, will be used to develop species and area management plans that integrate participatory monitoring techniques. Direct involvement of CFUGs, local forestry groups and harvesters will be integral to the project process, and the final management plan will reflect both community and conservation needs.

Resource inventory and management planning are required components of the FairWild Standard, establishing a system for monitoring of the impact of wild-collection on target (and affected) species in the area. It is of particular importance to ensure the rigour of project interventions to reduce over-exploitation. The FairWild certification audit is a third-party evaluation of the wild-harvesting operation against principles and criteria. In case of Jatamansi, a "high-risk" species, rigorous resource management evidence will need to be demonstrated from the first year of certification. Planned for Years 2–3 of project, the audit will provide an additional evaluation of the project's ecological and social impacts.

The project sites across Nepal's alpine rangelands, including in Jumla and Mugu districts, are potentially vulnerable to changes in natural resource planning. The project does not anticipate having adverse impacts on communities as it will focus on native wild species, which should therefore not compete with agricultural land needs nor impose new regulations on land use. Activities are built into the project to increase financial benefits to local participants. Efforts will be made to mitigate any potential negative impacts through adaptive management.

Throughout the project, steps will be taken to monitor and address any negative impacts to local communities. In addition, local stakeholders will be encouraged to voice issues or concerns as they arise directly with project staff.

Number of days planned for M&E	25
Total project budget for M&E	~ £15,000
Percentage of total project budget set aside for M&E	~ 5%



## Funding and Budget

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. You should also ensure you have read the '[Finance for Darwin and Illegal Wildlife Trade Challenge Fund](#)' document and considered the implications of payment points for cashflow purposes.

**NB:** The Darwin Initiative cannot agree any increase in grants once awarded.

### 25. 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.

(max 300 words)

In developing the project budget, every effort has been made to minimise running costs. The project has 12% matched funding, and seeks additional resources to increase the potential impact. A significant contribution of in-kind support will be provided by the project partnership, drawing on existing expertise and skills of engaged staff and infrastructure.

The project will build on the project management and technical expertise of partners (in value-chains and business development, sustainability of MAPs harvest, biodiversity conservation, policy advocacy, socio-economic surveys), with a minor contribution from consultancies. ANSAB has an excellent track record in project implementation in Nepal, with an established office in Kathmandu and pre-existing working relationships with the local authorities and communities. Utilising the FairWild Standard as a framework allows transfer and adaptation of existing materials from other projects.

Partners will meet regularly to monitor project implementation. However, travel costs will be kept to a minimum by using teleconferences and Skype calls.

By aiming to provide multiple livelihood benefits to low-income harvesters coupled with sustainable use of MAP resources, the project in itself provides good value for money. Interventions designed to create a positive change in the enabling environment, in addition to directly impacting at least 2,000 harvesters, ensure the approach is financially efficient. Skills developed through the training programme will be used across harvesters' activities. Careful selection of cost-efficient processing equipment and training on its use will maximise value-addition impacts.

TRAFFIC International has a Project Administration team working alongside project managers to monitor project spend against budget. Project transactions are reviewed on a monthly and quarterly basis. TRAFFIC International's accounts are audited annually by Deloitte. The end-of-project audit costs are included. The budget has 2% annual cost of living increase/inflation rates built-in for staff salaries. The requested Darwin project contribution increased from Stage 1 (by ~ 7%).

### 26. Capital items

If you plan to purchase capital items with Darwin funding, please indicate what you anticipate will happen to the items following project end.

(max 150 words)

Capital Equipment will be purchased to enhance the Jatamansi and MAPs processing and warehousing equipment for the harvesting communities involved. It will be selected on a cost-efficiency basis, with company guidance, and will be in community ownership.

The project will also invest in a laptop for project staff in ANSAB, and in purchasing camera equipment for capturing evidence of change on the ground, as well as effective visualization and communications. This equipment will remain ANSAB's property in Nepal following project end and will remain available to the local stakeholders.

Tablets for data monitoring and to enable electronic registration in the field and up-load to the cloud will also be purchased and programmed, for use by project staff on the ground.

This equipment will remain ANSAB's property in Nepal following project end and will remain available to the local stakeholders.

## 27. Match funding (co-finance)

### a) Secured

Provide details of all funding successfully levered (and identified in the Budget) towards the costs of the project, including any income from other public bodies, private sponsorship, donations, trusts, fees or trading activity.

TRAFFIC has secured funding from the German Government on a complementary research project into the questions of CITES-listed medicinal and aromatic plants and sustainability certification. A side-event at the CITES Plants Committee in July 2018 and a stakeholder workshop in September–November 2018 planned under this complementary project will align to and serve as matching funding for activities described in this application, contributing to the knowledge development on the application of certification schemes to CITES-listed species.

Among the implementing partners, the Royal Botanic Garden Edinburgh will contribute matching resources covering the costs of the staff time of involved personnel, as will the Department of Food and Resource Economics, University of Copenhagen.

Matching in-kind contributions to support wild-harvesters' skills enhancement, FairWild certification compliance, production quality improvement and audit costs have also been discussed with product manufacturers in Europe, including Pukka Herbs, Neal's Yard Remedies, Primavera, and Farfalla, who expressed interest in purchasing FairWild-certified Jatamansi oil to be produced under this project and contributing to the certification costs.

Further potential buyers may be reached via the contacts of the Nepalese German Import Promotion Desk (IPD) programme. In-kind contributions of staff time and equipment and technological upgrades to improve production quality and efficiency, as well as for capacity building activities, will also be sought from companies already directly sourcing wild-harvested Jatamansi in/from Nepal who have been approached for this project, including Himalayan BioTrade Pvt. Ltd., the Natural Resources Industries, Tripurasundari Herbs Conservation and Processing Enterprise Pvt. Ltd, and Bahubali Herbal Essence and Extract Pvt. Ltd.

Other opportunities to secure additional matching funds and build on the work described in the proposal will also be explored.

### 27b) Unsecured

Provide details of any matched funding where an application has been submitted, or that you intend applying for during the course of the project. This could include matched funding from the private sector, charitable organisations or other public sector schemes.

Date applied for	Donor organisation	Amount	Comments
August 2018	Corporate partners (including Pukka Herbs, Neal's Yard Remedies, Farfalla, Primavera)	£ XX,XXX	Corporate partners co-financing of certification audit and training; equipment and quality improvement

### 27c) None

If you are not intending to seek matched funding for this project, please explain why.

(max 100 words)

Not applicable

## 28) Financial Management Risks

Explain how you have considered the risks and threats that may be relevant to the success of this project, including the risks of fraud or bribery.

(max 200 words)

TRAFFIC's organisational risk policy requires that all teams maintain and contribute to a risk register, regularly monitored by Senior Programme Directors. Any risks concerned with the project would come under this system and risks concerned with specific activities would be reported on. TRAFFIC's anti-corruption and bribery policy guides on conducting its business in an honest and ethical manner. TRAFFIC staff take a zero-tolerance approach to bribery and corruption and are committed to acting professionally, fairly and with integrity in all business dealings and relationships. TRAFFIC remains bound by the laws of the UK, including the Bribery Act 2010, in respect of our conduct both at home and abroad.

The risk that the project applying voluntary third-party approach to CITES-listed species could be seen as undermining government regulatory processes will be addressed via ensuring good communication with national authorities and other stakeholders.

The FairWild certification is based on third-party assurance. In the case of "high risk" species (including Jatamansi), the approval of the FairWild technical committee needs to be secured to validate the outcomes of certification. The project will ensure that no conflict of interests occurs in terms of final certification decisions, and that ISEAL Alliance best practices are applied.

### FCO Notifications

Please check the box if you think that there are sensitivities that the Foreign and Commonwealth Office will need to be aware of should they want to publicise the project's success in the Darwin competition in the host country.

Please indicate whether you have contacted your Foreign Ministry or the local embassy or High Commission (or equivalent) directly to discuss security issues (see Guidance) and attach details of any advice you have received from them.

**Yes (no written advice)**  **Yes, advice attached**  **No**

### Certification

On behalf of the trustees of TRAFFIC International

I apply for a grant of £319,649 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.

- I enclose CVs for key project personnel and letters of support.
- I enclose our last two sets of signed audited/independently verified accounts and annual reports

<b>Name (block capitals)</b>	STEVEN BROAD
<b>Position in the organisation</b>	Executive Director

**Signed\*\***

**Date:**

29 January 2018

**If this section is incomplete or not completed correctly 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.**

## Stage 2 Application – Checklist for submission

	Check
Have you <b>read the <a href="#">Guidance</a></b> ?	Yes
Have you read and can you meet the current <a href="#">Terms and Conditions</a> for this fund?	Yes
Have you provided <b>actual start and end dates</b> for your project?	Yes
Have you provided your <b>budget based on UK government financial years</b> i.e. 1 April – 31 March and in GBP?	Yes
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?	Yes
Has your application been <b>signed by a suitably authorised individual?</b> (clear electronic or scanned signatures are acceptable)	Yes
Have you included a <b>1 page CV for all the key project personnel</b> identified at Question 6 and Question 10?	Yes
Have you included a <b>letter of support from your <u>key</u> partner organisations</b> identified at Question 9?	Yes
Have you <b>been in contact with the FCO</b> in the project country/ies and have you included any evidence of this?	No
Have you included a <b>signed copy of the last 2 years annual report and accounts</b> for the lead organisation?	Yes
Have you <b>checked the Darwin website</b> immediately prior to submission to ensure there are no late updates?	Yes

Once you have answered the questions above, please submit the application, not later than 2359 GMT on Monday 29 January 2018 to [Darwin-Applications@ltsi.co.uk](mailto:Darwin-Applications@ltsi.co.uk) using the application number (from your Stage 1 feedback letter) and 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 (eg 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 - Fair Processing Notice

The purpose of this Fair Processing Notice is to inform you of the use that will be made of your personal data, as required by the Data Protection Act 1998.

The Department for Environment, Food and Rural Affairs (Defra) is the data controller in respect of any personal data that you provide when you complete your application, the grant acceptance and the supplier forms.

Defra will use your personal data primarily for the purpose of processing your application for Darwin Initiative funding. By submitting an application, applicants have agreed to any disclosure of the information supplied (including the content of a declaration or undertaking) which Defra considers necessary for the administration, evaluation, monitoring and publicising of the Funds (as detailed in the paragraphs below).

A completed application form signifies agreement to place certain details of successful applications (i.e. name, title, total grant value, project summary, lead organisation and location of project work) on the Darwin Initiative websites listed below. A completed application form also signifies agreement to send data on the project proposals during the application process to British Embassies and High Commissions outside the UK, including those outside the European Economic Area.

<http://www.darwininitiative.org.uk>;

<https://www.gov.uk/government/groups/the-darwin-initiative>;

Application form data will also be processed by Defra contractors dealing with Darwin Initiative administration, monitoring and evaluation (working within relevant data protection rules).

Defra may be required to release information, including personal data and commercial information, on request under the Environmental Information Regulations 2004 or the Freedom of Information Act 2000. However, Defra will not permit any unwarranted breach of confidentiality nor will we act in contravention of our obligations under the Data Protection Act 1998. The Grantee shall assist and co-operate with the Department (at the Grantee's expense) to enable the Department to comply with its disclosure obligations under these enactments.

We may use information, including personal data, to test computer systems to ensure that they work effectively and efficiently and to develop new systems in order to improve efficiency and the service that we provide to you and other persons. Any use of information for testing or developing computerised systems will be conducted in a secure manner in accordance with the Data Protection Act 1998 to safeguard the privacy of the information that you have supplied.

Defra's Personal Information Charter, which gives details of your rights in respect of the handling of your personal data, is on the Defra section of Gov.uk. If you don't have access to the internet, please telephone the Defra helpline 08459 33 55 77 and ask to speak to the Data Protection Officer for a copy of the Information Charter.