

## Darwin Initiative Capability & Capacity Annual Report

To be completed with reference to the “Project Reporting Information Note”:  
(<https://www.darwininitiative.org.uk/resources-for-projects/information-notes-learning-notes-briefing-papers-and-reviews/> ).

It is expected that this report will be a **maximum of 20 pages** in length, excluding annexes)

**Submission Deadline: 30<sup>th</sup> April 2023**

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### Darwin Initiative Project Information

Project reference	DARCC005
Project title	Co-Galapagos: catalysing community action for biodiversity conservation and sustainable development
Country/ies	Ecuador (Galapagos)
Lead Partner	Galapagos Conservation Trust
Project partner(s)	FUNCAVID (Fundación Un Cambio por la Vida), University of Cambridge (King’s College)
Darwin Initiative grant value	£82,628.00
Start/end dates of project	01/04/2022 to 30/09/2023
Reporting period (e.g. Apr 2022 – Mar 2023) and number (e.g. Annual Report 1, 2, 3)	Apr 2022 – Mar 2023, Annual Report 1
Project Leader name	Sophia Cooke
Project website/blog/social media	<a href="https://co-galapagos.org">https://co-galapagos.org</a>
Report author(s) and date	Alice Marks, Cristina Calvopiña, Sophia Cooke, Jen Jones, Anna Lewis, Lucía Norris, Daniel Proaño (28 April 2023)

### 1. Project summary

The Co-Galapagos initiative supports pioneering community leaders to advance 40 prioritised UN Sustainable Development Goal (SDG) targets in harmony with biodiversity conservation in Galapagos, Ecuador. Rapid expansion in tourism in Galapagos has generated an over-dependence on this economic activity and caused steep population growth, which has overwhelmed social services. This has left residents without adequate healthcare, fresh drinking water and education opportunities. At the same time, many endemic species and unique ecosystems are facing serious threats caused by human impact. Work towards these topics is usually undertaken by independent groups of international conservationists and social scientists and often fails to adequately involve the local community.

Together we are strengthening local capacity to drive projects addressing pressing social, economic and ecological issues - building skills and a collaborative network. Project results are synthesised to generate policy advice to amplify the work and voices of the community in policy, particularly under-represented groups such as women and youth, representing a platform for change. The Co-Galapagos team occupy a unique space between local community, researchers and policy actors, aiming to create linkages and communication

channels between all groups. This project has been designed to not only develop capacity within the Galapagos community but also to support a local NGO, Fundación un Cambio por la Vida (FUNCAVID), to strengthen its capacity and capability to manage a growing portfolio of projects. Through trials of fundraising and communications mechanisms, this project also addresses a historical inequality in the ability of the local community to access international funding, with the majority of investment previously channelled through large international NGOs mainly focused on species conservation.

Co-Galapagos addresses various biodiversity and human development challenges, guided by the 40 prioritised SDG targets as identified by the Galapagos community and local stakeholders through a series of workshops in 2021. Prioritised targets linking to biodiversity conservation include 11.4 (protection of cultural and natural heritage), 15.5 (terrestrial conservation), 15.8 (control of invasive species) and 14.2 (management of marine and coastal ecosystems). Prioritised targets for development include 5.2 (elimination of gender-based violence), 4.1 (completion of primary and secondary education) and 3.5 (prevention of drug abuse). The 40 targets also include some directly related to policy such as 8.9 (develop policies for sustainable tourism) and 11.b (implement policies and plans toward resilience). Through the support of community-led projects linked to these targets, and an internship scheme to help early-career residents gain experience in such projects, Co-Galapagos is directly facilitating community-led solutions to a broad range of environmental and social issues in Galapagos.

The majority of the Co-Galapagos initiative is being delivered in Santa Cruz, the island with the highest human population, but it is having impact across all four populated islands (see map in Annex 4.1).

## **2. Project stakeholders/ partners**

The partnership of the three core organisations behind Co-Galapagos (from herein 'Co-G'), FUNCAVID, Galapagos Conservation Trust (GCT) and King's College, University of Cambridge, has significantly strengthened during the last 12 months, demonstrated particularly with FUNCAVID and GCT who now have a further two collaborative projects running that are linking closely with the delivery of Co-G.

In terms of links with other key project stakeholders, FUNCAVID oversee engagement with the local community and local authorities (via face to face events and 'drop in' meetings, via social media and local island TV) and GCT take a bigger role in engaging an international audience with the project (e.g. via the GCT website or social media and by featuring the project in UK events).

This partnership is fulfilling a demand in the host country (i.e. from FUNCAVID) for support in operational processes, fundraising and communications strategy development, and has been designed to support the local community's vision for a sustainable future. All partners are involved with project planning, monitoring and evaluation and decision making, supported by a co-produced Project Management Handbook that lays out clear team member roles.

### **Achievements (stakeholders):**

- Development of a 2030 vision for Co-G and a strategy for the next three years of partnership.
- Workshop with the Galapagos Hub for Sustainability, Innovation and Resilience to identify strategies to best support the community through the two schemes collaboratively.
- Collaboration with the Galapagos Policy Advisory Group (GAP) in the design of policy reports and briefs plus agreement to design a method to transform community wisdom into policy advice.
- Support offered to other local organisations for the running of projects.
- Identification and recruitment of interns for projects under other stakeholders, including international organisations and researchers, through the Co-G internship scheme.

### **Lessons learned (stakeholders):**

- We experienced more language barriers than anticipated between team members but this has been addressed by adapting our processes (e.g. meeting platform) and ensuring all can participate.
- Poor internet in Galapagos made uninterrupted regular meetings difficult but well documented meeting minutes and actions meant those with poor connection could catch up.

### **Participant selection:**

- All Co-G project leaders and interns are invited to training activities (current group size average 10 - 20).
- In terms of how projects are selected initially, we have developed key criteria which incorporate DE&I metrics such as age and gender. In addition, all project leaders and interns must be residents of Galapagos.

## **3. Project progress**

### **3.1 Progress in carrying out project activities**

#### **Output 1: Capacity and capability of local NGO FUNCAVID strengthened to manage and channel funding into a growing portfolio of community projects.**

**Activity 1.1 (delivered):** Eight knowledge exchange sessions between GCT and FUNCAVID were successfully delivered between June - November 2022 across operational and project management themes, with a log kept of the dates, topics covered and attendees. As part of this, GCT operational policies were shared and a summary of each was presented to FUNCAVID, with priority policies to act on highlighted (with Safeguarding at the top of this list). Throughout the project we have maintained ongoing fortnightly online meetings via Zoom (meeting agendas/actions kept on google drive), representing a regular forum for all Co-G partners to share resources and processes, to monitor delivery and document lessons learned.

**1.2 (on track):** Project-level policies for grant management have been developed, and following the knowledge exchange sessions, FUNCAVID have developed three new operational policies (to be applied across Co-G activities) for their organisation on i) Safeguarding, ii) Diversity, Equality & Inclusion, and Anti-Money Laundering and Transparency. These policies will be formally signed off in May 2023 at the FUNCAVID Board meeting. This is an excellent first step to improving operations and identifying the need/priorities for further policies. We also ensure that Co-G project leaders are aware of these policies in advance of the proposal process and when considering interns (e.g., for DE&I) to be matched to their project (see activity 3.2).

**1.3 (delivered):** We have developed an M&E plan where we can track progress (shared google document), and trained all partners in capturing key indicators they are responsible for. The project budget is reviewed regularly with spend tracked in a shared Google sheet with both currencies and languages to ensure clarity. The project Risk Register is updated quarterly (see section 9).

**1.4 (on track):** We have trialled two crowdfunding phases with GCT's digital audiences (Jul - Oct 2022 and Nov 2022 - Feb 2023), together raising £7,365. While these crowdfunders do drive donations, they will not be effective for sustainable long-term funding of Co-G projects (they are comms-resource intensive and it is hard to predict income). Capacity within the team for international grant fundraising **and** driving tourist donations locally is important going forward. To drive tourist donations, we are looking to build capacity in the local team, and exploring opportunities with the biggest association of National Park Guides in Galapagos as well as local tourism businesses including restaurants, hotels and cruise ships.

**1.5 (delayed, now on track):** A first draft of the Co-G Strategic Plan 2023-2025 (see Annex 4.6) has been completed which includes a clear vision for Co-G to 2030 and an updated version of our Co-G Theory of Change (which reflects our five strategic objectives). The Co-G team had an in-person workshop in March 2023 to further refine the objectives and associated overarching activities. A final draft will be presented to our Advisory Panel (formerly referred to as the Project Board) for input in Q2 2023.

## **Output 2: Co-Galapagos projects strengthened via increased capacity to deliver tailored coaching for project leaders and facilitate their integration into a peer-learning network.**

**2.1 (on track):** Since receiving the DI grant, we have so far supported the successful delivery of at least one phase of 5 separate community-led projects (large projects are divided into 2-3 phases to aid delivery). We have also supported the planning and fundraising for 9 ongoing project phases, equating to the support of 11 individual projects in total (see Annex 4.2). Four additional project phases within these 11 are currently in the design/funding stage, and we have also received applications from additional new projects. The Co-G project selection criteria are described in our Project Management Manual and require: (i) leadership by a resident, (ii) direct support of at least one of the 40 priority goals of the SDGs, (iii) a robust budget, divided into phases, (iv) uniqueness in its objectives/methods, in relation to other work being carried out on the islands, (v) potential for change and expansion in the long term, (vi) clear and measurable objectives and a feasible schedule, (vii) clear demonstration of the link between the local community and local partners or allies to achieve their objectives, (viii) agreement of the project leader to promote collaborative processes. We have two mechanisms in place for receiving requests for project support. The first is when another project leader directly refers a new potential leader to us. The second is via a google form that is published on the Co-G website and allows residents to apply if they are interested in receiving some type of support for a new project. In both cases, the Co-G team organises a meeting with the potential leader to verify if the project meets the selection criteria and can be included in the program. After that, the Project Coach establishes regular communication with the applicants to complete the application form and start the process of becoming part of the Co-G network (video production, promotion, networking, training).

**2.2 (delivered):** We recruited our Co-G Project Coach, Cristina Calvopiña, in April 2022, who brings a wealth of experience working on sustainable development and community focused initiatives in Galapagos. Cristina's role has enabled a much stronger connection with community project leaders to better understand their needs and has enabled the portfolio to expand to the 11 above projects.

**2.3 (delivered):** Cristina has led the development of a training pack (digitally available on Google Drive rather than printed) and regular in-person training sessions, the timetable for which is constantly being added to. Reflected in the training pack, Cristina has aligned resources with the needs of project leaders, including guides on how Co-G projects are selected (criteria, templates), as well as information on relevant laws, policies and the SDGs to support the capacity-building of participants. Additionally, where applicable, training sessions are strengthened by inviting external experts to deliver specific sessions such as computer coding, photography and public policy.

**2.4 (on track):** All 11 projects have received tailored, one-to-one coaching with Cristina, at least twice (for which Cristina has kept a detailed log of observations and follow up actions). Following the first set of coaching meetings, two workshops were delivered in late 2022 for project leaders and interns to build on training needs identified and refine the training documents mentioned in 2.1 above. We have also provided project evaluation approaches with the project leaders including making 'before and after' videos to document progress.

**2.5 (delivered):** We have developed a collaborative network for Co-G project leaders and interns helping to promote peer learning, knowledge exchange and the sharing of opportunities. A WhatsApp group is used to maintain regular contact and zoom sessions are organised for sub-groups to discuss projects on similar themes e.g. gender-based violence). We have delivered 6 themed sessions for the network so far; two to refine training resources, one on group management and facilitation skills, one on identifying native bird species, and one on public policy. In addition, individual training on computer coding has been delivered to four interns. At least 3 further sessions are planned to take place between April and September 2023, on topics including photography and computer coding.

**2.6 (on track):** Pre and post questionnaires for project leaders and for interns have been created and implemented, to compare and evaluate Co-G's impact. Data will be analysed in phases. From the questionnaires carried out by the interns, we collected information on how

the program is influencing their development. In relation to intern knowledge, we measured an increase in knowledge about the SDGs (80% to 91%), about sustainable development (84% to 91%) and about development challenges in Galapagos (69% to 91%). Over 75% of interns reported that they were highly satisfied with their internship. One of the strongest parameters that it has been possible to identify are the opportunities they have had to connect with external initiatives or projects, in which at the beginning of the internships was 29% of the group, reaching 71% at the end. These values only reflect to us that the program is fulfilling the objective of making young Galapagueños/as visible and contributing to their development, not only professional but also personal. This analysis is also relevant for Output 3.

### **Output 3: Paid internship scheme launched to drive Co-Galapagos communications and provide support for projects, research and policy activities.**

**3.1 (revised, delivered):** A change request was approved by DI for us to deliver promotion for the internship scheme to the local community via social media channel 'Isleño TV' (ran by FUNCAVID's Roberto Proaño) instead of radio slots, to better reach a younger audience. Three posts promoting internships, training opportunities and Co-G projects and interns have been posted (audience analysis to be provided in final report).

The Co-G internship scheme has also been promoted via word of mouth through local young people and organisations, and there is now a waiting list of approx. 20 people who have expressed interest in wanting to be matched with projects/skills development against specific SDG themes. The capacity of the Co-G team, and the quality of mentorship we want to uphold, combined with available funding are key limiting factors in scaling up the number of interns we can support at any one time. There is potential to scale up efforts with interest of other local organisations in providing funding to recruit and run internships via Co-G and FUNCAVID. So far, two internships have been successfully delivered in this manner.

**3.2 (delivered):** The internship interest form is open to any Galapagos residents (although geared at those in early career stages) and considered on a case by case basis. Interns are recruited using a fair and transparent process, applying through a form that is available on the Co-G website. They give a brief idea of what they are doing, their studies, interest and availability for the internship. When a project leader requires a specific intern we use our database of interested interns to search for an appropriate candidate. If none of the applicants meet the criteria that the leader is searching, we publicise on social media to find new applicants. After that, we select at least 3 applicants (considering our DE&I targets) that meet the characteristics the leader is searching for the project and proceed to establish an interview with the Co-G team and the project leader. From all this process one candidate is selected and will start working with the project leader (supervisor) and will continuously have the support of the Co-G team.

During the project period, 12 internships have been completed (see Annex 4.3), exceeding our target of 8, with another 2 underway at the time of writing. Intern topics have included communications (one part time UK intern and several on island), mapping Galapagos research efforts against SDG and other national targets, technological solutions including a new educational intranet for schools and fog harvesting as a means of water capture, developing an app to identify birds through their songs and developing resources for the community to understand and connect with policy processes.

**3.3 & 3.4 (on track):** Interns receive regular mentoring and access to workshops (every 2 months on average) and we are currently looking at how we can build DE&I more strongly into their training, especially for those based within the FUNCAVID/Co-G team undertaking Policy and Communications internships. During Y2 of the project, and linking to activity 2.5, we are planning additional sessions to deliver to the Co-G network of interns and project leaders. It has been highlighted that one on FUNCAVID's new operational policies would also be beneficial. Additionally, any Co-G Project Leader considering interns to match to their project is advised on DE&I to help inform their selection.

**3.5 (on track):** So far, two interns have input into the Co-G Communications Plan (see Annex 4.4, first revision completed summer 2022) and two supported delivery, but the buddy scheme has not taken hold as planned, partly due to language barriers and also due to difficulty finding

interested candidates for local communications internships. One of the local interns we worked with towards the end of 2022, Katherine Mullo, has proven to be an excellent addition to the team and she is extremely keen to increase her own capacity and to improve the communications of the project. To better achieve our communications objectives, we proposed hiring her as a part-time Communications Assistant instead of bringing further interns onto the team (impacting indicator 3.3 - see Change Request form submitted 28/04/2023).

**3.6 (on track):** There have been significant updates to the Co-G website and effort invested in building social media audiences although due to the huge demand on time, we have reduced the scope of our communications plans. Useful products such as infographics, project videos and SDG resources for schools have been produced and will continue to be promoted into 2023. The communications interns have played a significant role in documenting projects on the website, particularly the production of before and after videos with community project leaders.

#### **Output 4: Co-Galapagos becomes an integral part of the Policy Advisory Group to the Galapagos Hub, facilitating a communication channel between community voices and Government to advance priority SDG targets.**

**4.1. (delivered)** Lucía Norris (Policy Lead), in partnership with a Co-G Policy Intern, Pablo Llerena (internship July-September 2022), produced a Galapagos Policy Pack (see Annex 4.5) outlining all relevant policies to biodiversity and sustainable development in Galapagos from the Galapagos 2030 Plan to the global SDGs. This is the first step to support community project leaders to map linkages between the insights they gain and policy. In addition, this resource represents a unique summary of the complex political landscape that is also useful to NGO programme leads, researchers, policy makers, and the wider community (reflections from stakeholder consultations to date). A second Co-G Policy Intern, Maria Fernanda Hidalgo, has already updated the Policy Pack in March 2023 with further inputs on Circular Economy. We are planning for a third policy intern to further update the policy pack on gender equality, and afterwards, to design a public facing version and translate it into English to further increase uptake and be able to share with other locations.

**4.2. (delivered)** Lucía has undertaken interviews with all 11 project leaders and 3 previous project leaders (supported prior to DI funding). For logistical reasons, these interviews were undertaken either through Microsoft Teams, mobile call, WhatsApp call or in person. A log was created to include the input from project leaders. Most projects last less than 3 months, so it was not necessary to run interviews every 3 months as planned. Project leaders did not design their projects to be policy oriented, so we did not ask project leaders for their methods to support policy. Instead, these interviews allowed us to understand the achieved milestones, the challenges, and the opportunities that could arise from such projects, and to gain community wisdom and learnings around gender equality, circular economy, youth empowerment and connecting children to their surroundings and to nature. Many of these insights have the potential to transform into policy advice and the Policy Lead is working with the project leaders on three briefs in those three topics. Regarding methods for supporting policy, it has been agreed with the Policy Advisory Group (GAP – a sister initiative also managed by Co-G team members) to develop a method to transform the collected insights into policy advice. Therefore, the policy briefs will include policy advice once the method has been designed and implemented.

**4.3. (on track)** All Co-G projects to date have been mapped against the SDG targets (see Annex 4.2), to map key research, conservation and policy efforts in Galapagos. All this information flow has already supported the development of an SDG report for Galapagos and several policy briefs (in development) on circular economy, gender equality and youth empowerment. Moreover, in her interviews, the Policy Lead has advised project leaders in ways to improve their projects and create synergies with other projects run by Co-G leaders. In addition, the Policy Lead has had several online sessions to support the project leaders, especially the gender equality ones. In March, the Policy Lead together with FUNCAVID Director and the Coordinator of the Galapagos Hub, ran a policy training session for project leaders and interns.

**4.4. (revised, on track)** Although we initially planned 6 monthly policy related briefs, they are more likely to be useful timed opportunistically as data are collated and/or relevant events and meetings occur. The delivery of our first Co-G policy report on the SDGs, which provides the foundation for the policy briefs, was pushed to April to include the outcomes of the interviews and of the policy training workshop that was held in March. Intended first to be a brief, this report aims to provide policy makers and leaders an overview of the tools for achieving the 2030 SDG Agenda in Galapagos and to explain the set-up of Co-G (4.2 & 4.3). We have decided to include community insights and policy advice in the following three briefs, timing them to be designed to fit with political interest, e.g. timing the circular economy brief to support the Provincial Commission to update the regulations regarding the reduction of single-use plastics in Galapagos.

**4.5. (planned)** As mentioned above, the Policy Lead is working with the GAP team to develop a methodology that can be used by Co-G and replicated by other stakeholders, to transform community wisdom into policy advice.

### 3.2 Progress towards project Outputs

Change to date referenced against project indicators, shown in bold e.g., '**1.1:**'. Verification methods shown in italics in evidence comments, e.g., '*(1.1a)*'.

#### **Output 1: Capacity and capability of local NGO FUNCAVID strengthened to manage and channel funding into a growing portfolio of community projects.**

**Baseline:** Before this project started in April 2022, the FUNCAVID team was unable to provide tailored support to manage community projects due to limited staff resource. There was also no link to funding from individual tourists with support coming from sporadic grants.

**Change to date:** **1.1:** New processes and tools include a project management handbook and monitoring and evaluation documents that have supported project management by making it more robust and cost-effective. **1.2:** Understanding and capacity in fundraising is growing with ongoing knowledge exchange between the partners. £17.3K raised to date from donations from individuals and local businesses (excluding grants) with donations of >£500 logged to track trend (Q1 = 0, Q2 = 2, Q3 = 1, Q4 = 4). **1.3:** We completed a first version of Co-G Strategic Plan 2023-2025 in November-December 2022 and currently further revisions are underway.

**Evidence & Measuring Indicators:** Our knowledge exchange activities have been captured in meeting slide packs and minutes with attendance records (*1.1a*). The three new policies will be made available on the FUNCAVID website when they have been signed off in May (*1.1b*). Quarterly accounts reviews are in place between partners with robust internal financial processes documented for FUNCAVID and GCT (*1.2a*). We have also introduced fundraising targets that are being tracked. Grant agreements with all Co-G participants indicate the growing project portfolio (*1.2b*) and project leader evaluation survey feedback has given useful insights into what the community perceives as key successes. The Co-G Strategic Plan recognises the Communication Plan as a 'living document' (*1.3b*), also capturing the bi-annual schedule defined for the Project Board (now considered an 'Advisory Panel') aiming for meetings in June and December each year.

#### **Output 2: Co-Galapagos projects strengthened via increased capacity to deliver tailored coaching for project leaders and facilitate their integration into a peer-learning network.**

**Baseline:** Initial Co-G pilot projects were initially managed by the FUNCAVID Director (Daniel) and Project Lead (Sophia) with limited capacity to provide coaching - from the proposal to the evaluation stage.

**Change to date:** **2.1:** This project has boosted the FUNCAVID and Co-G team with the Project Coach. **2.2:** The training pack has been developed and all 11 Co-G project leaders are supported individually with coaching due to the Project Coach funded by this grant. In addition to improving the quality of project design including budget phasing, reporting and resourcing, these skills are supporting proposal writing skills within the community to apply directly for

future follow-on funding to other donors. **2.3:** The peer-learning network is well established with enthusiastic participation of community leaders and interns in training sessions.

**Evidence & Measuring Indicators:** We have the signed contract and workplan for the Project Coach (2.1) and have documented all processes in our Project Management Handbook. Each project leader meeting or workshop has minutes or a report to document key actions (2.2) as well as attendance logs for workshops (2.3a). We also have before and after project videos to showcase successes and post project questionnaires are used to measure skills developed during Co-G projects (2.3b).

### **Output 3: Paid internship scheme launched to drive Co-Galapagos communications and provide support for projects, research and policy activities.**

**Baseline:** Co-G interns were initially managed by Sophia and Daniel with limited access to training materials and external expertise.

**Change to date: 3.1:** Utilising an existing social media channel followed by community members was deemed most impactful for community reach (analysis during Y2). FUNCAVID now have a growing reputation as being a local actor linked with youth with high potential for supporting conservation and sustainable development. The popularity of the internship scheme with local youth has been demonstrated by the word of mouth promotion providing more interns than current funding allows for. For GCT, this provides a brilliant way to channel funds directly to local youth to bridge the 'first job' gap that has become apparent on the Islands in recent years. **3:2:** we have already exceed our target of 8 internships with 12 in the first year, with three examples of Co-G interns also going on to securing first employed roles supported by their new skills and connections made through our joint networks. **3.3:** Four interns have supported Co-G Communications Plan development and implementation to date.

**Evidence & Measuring Indicators:** The intern interview process evidence is documented and contracts/ paperwork for their payment is stored with FUNCAVID (3.2a). We intend to interview all Co-G intern supervisors as part of our end of project evaluation to capture their experiences (3.2b). Before and after questionnaires are being delivered (3.2c) to evaluate learnings (see details against activity 2.6. Communications interns have helped to track social media engagement (linked to our Co-G Communications Plan) – summary of analyses to be included in final report (3.3a), and intern videos provide useful reflections on what they have learned during their experiences (3.3b).

### **Output 4: Co-Galapagos becomes an integral part of the Policy Advisory Group to the Galapagos Hub, facilitating a communication channel between community voices and Government to advance priority SDG targets.**

**Baseline:** Co-G had not done any approach to become part of the GAP or to engage with the Galapagos Hub, nor had it tried to transform wisdom from project Co-G project leaders to policy advice.

**Change to date: 4.1:** All project leaders (including three prior to DI grant = 14 in total) consulted by the Policy Lead. **4.2:** Projects have been mapped to the SDG targets. **4:3:** GAP and the Co-G team have agreed to design a method together to drive community voices into policy, and with the Galapagos Hub are exploring possibilities to join efforts to drive innovation and entrepreneurship in Galapagos.

**Evidence & measuring indicators:** Email chain with GAP leaders, photographs of March workshop with the Galapagos Hub and actions/minutes, consultation log of Policy Lead interviews (14 to date, stored on project Google Drive) (4.1, 4.2b & 4.3). Project mapped to SDGs (available to see against projects on Co-G website) showing policy links, supportive of the first policy brief developed for GAP (4.2a).



### 3.3 Progress towards the project Outcome

At the end of March 2023, we are on track to meet our Outcome indicators (as described below). We think that the outcome indicators are appropriate for measuring our intended outcome, however an additional indicator to measure the skills learnt (and opportunities that come from this) by project beneficiaries could also be helpful (this is something we are keeping track of).

#### **0.1 > 50% of the 10+ community project leaders and 10+ interns supported April 2022 - September 2023 are female.**

**Baseline:** As a new initiative, there is not a strong baseline to cite but ensuring at least an even gender balance is important to ensure equal opportunities, particularly encouraging women who are historically less likely to apply for leadership opportunities (in terms of projects – observation by local partners).

**Change to date:** Currently, 55% (n = 6) of our project leaders and 50% (n = 7) interns are female, demonstrating that we are on track with this outcome.

**Evidence & measuring indicators:** Demographic information is recorded (considering our data protection policies) of each project leader and intern and each contract is logged.

#### **0.2 At least 30% of the 10+ community project leaders and at least 70% 10+ interns supported April 2022 - September 2023 are < 30 years old.**

**Baseline:** In recent years (exacerbated by the pandemic), we have noticed a lack of opportunities for young graduates in particular, returning to the Islands well qualified but with no entry level opportunities.

**Change to date:** The paid internship scheme has major potential to continue growing to develop local skills and generate relevant work experience. Currently, 77% (n = 10) interns are < 30 years old (as anticipated) but only 9% (n = 1) of our project leaders are. We want to encourage at least two more project proposals from potential Project Leaders < 30 years old to achieve this outcome indicator before project end.

**Evidence & measuring indicators:** Demographic information is recorded (considering our data protection policies) of each project leader and intern and each contract is logged.

#### **0.3 Progress made by 10 community projects towards the 40 priority SDG targets are mapped across social, economic and ecological themes (target: at least 20% of targets supported by September 2023 with interlinkages identified.)**

**Baseline:** There has been no clear connections made previously between community efforts and the SDG targets for Galapagos.

**Change to date:** The 11 projects that are currently ongoing or already delivered within the project period support a total of 21 of the 40 priority SDG targets (53%). Including the internship topics, this increases to 27 (68%). Looking at both projects and internships since the establishment of Co-G in 2021, we can link to 75%. In addition, some projects/internships span the whole set of priority targets as they seek to raise awareness or aid progress toward the SDG agenda as a whole. The type of progress toward the priority targets seen by projects and internships varies but includes education, raising awareness, providing data, creation of tools and innovative solution-testing.

**Evidence & measuring indicators:** This evidence is collected via project reports, interviews with Project Leaders undertaken by the Project Coach, Project Lead or Policy Lead.

### 3.4 Monitoring of assumptions

**Assumption 1:** There are enough potential community project leaders interested in running projects with quality ideas that generate trackable data linked to priority SDG targets for Galapagos.

**Comments:** Co-G is over-subscribed with quality project proposals, with the current limiting factor being funding available as opposed to community interest.

**Assumption 2:** Training materials and approach (including the identification of mentors) effective for community leaders, and recommendations adopted and actioned.

**Comments:** Community leaders have given positive feedback on training support given by the Project Coach and team via tools and approaches.

**Assumption 3:** Enough skilled young people interested in undertaking internships with Co-Galapagos with the willingness to contribute to and engage with the network.

**Comments:** We have been delighted with the aptitude of the interns and their willingness to proactively contribute to, share with, and learn from the Co-G project team. Like the community projects, there is a long intern waiting list of 20+ local youth.

**Assumption 4:** Policymakers interested in using policy advice generated by Co-Galapagos.

**Comments:** This assumption remains and is expected to be measurable in the mid to long term. Although Co-G has not yet generated explicit policy advice, there has been interest in the Policy Tool developed and in the SDG policy report. Moreover, the Circular Economy policy brief will inform the policy working group of the Interinstitutional Provincial Commission to reduce single-use plastic pollution

**Assumption 5:** Interest from other funding sources such as tourists and other NGOs to support scale-up in 2023 and beyond.

**Comments:** The interest for other funding sources for the project has surpassed expectations. This is demonstrated by the project exceeding the proposed match fund target for the whole of the project in Y1 of the project. The project has received a total of **£126,314** of match funds during the reporting period (1 April 2022-31 March 2023) this exceeds the **£126,080** originally proposed. Additionally, we have also seen a growing interest from NGOs working in Galapagos (such as Durrell Wildlife Conservation Trust) to host internships facilitated through Co-G, whilst local businesses have shown a keen interest to fund internships (e.g. tour operators).

### 3.5 Achievement of positive impact on biodiversity and poverty reduction

**Biodiversity conservation:** Direct biodiversity benefits are linked with 4 projects and 5 internships from the last 12 months including a project to reduce plastic waste on the coastline and an internship assessing the diet of an endemic finch species before its reintroduction to one island. We have made progress towards our vision of more participatory processes for community and conservation actors, bridging historical gaps between stakeholders as we embrace the urban-natural system of Galapagos in its entirety. The ongoing development of policy tools and development of communications channels between the community and policy makers is connected to improved biodiversity conservation outcomes.

**Poverty reduction:** A major element of the Galapagos 2030 development plan is to support economic reactivation after the shutdown of tourism during the pandemic. Through GCT's Plastic Pollution Free Galapagos programme, we also funded the time of a consultant to meet three Co-G community project members to support FUNCAVID with identifying and nurturing potential sustainable business opportunities within the Co-G network. Moreover, Co-G and the Galapagos Hub are exploring possibilities to collaborate on boosting further innovation and promoting entrepreneurship for the most vulnerable (youth and women) that increase community resilience by diversifying the economy. In terms of addressing gender inequality,

55% of supported project leaders are women and 50% of interns. SDG target 5.2 is one of the highest ranked priority SDG targets in terms of importance and urgency in Galapagos. Reflecting this, Co-G has so far provided support to four gender equality projects.

#### 4. Project support to the Conventions, Treaties or Agreements

**CBD (Kunming-Montreal Global biodiversity framework; GBF)** - the ambitions of Co-G align directly with many of the focal points of the new GBF, with key targets supporting resilience of ecosystems, reduction of extinctions and sustainable use of biodiversity. By supporting community-led projects on these topics, and engaging young people in learning how to be change-makers for conservation, Co-G is playing an important role in capacity-building and cooperation, important components of the GBF.

**SDGs** – Co-G is directly contributing to the UN SDGs in Galapagos, through the empowerment and support of community members to lead their own projects related to the SDG Agenda. Through our internship scheme we are also educating young residents of Galapagos about sustainable development and offering them the chance to gain experience in topics related to the SDGs. Since its establishment in 2021, the Co-G initiative has supported projects and internships aligning to more than 75% of the 40 SDG targets prioritised for Galapagos. Co-G is also aligned to the provincial Galapagos 2030 Plan, as the 40 prioritised targets are closely linked with the five pillars of the plan.

Co-G supports the implementation of gender equality projects that not only are aligned to the SDG targets, but also to the **National Law for the prevention and eradication of gender violence** and a provincial ordinance. The Co-G team will develop a policy brief on Gender Equality, that aims to inform authorities and leaders on how to improve the gender equality in Galapagos (see Output 4, section 3.2).

Co-G also supports projects that are aligned to the **National Inclusive Circular Economy Law**, to the **Single Use Plastics Law**, and the provincial regulations around single use plastics pollution. Indeed, Co-G is going to deliver a policy brief on Circular Economy, that will feed the Commission to reduce single-use plastic waste in Galapagos. This Commission is mainly formed by state institutions (the Directorate of the Galapagos National Park, the Agency of Biosecurity, the Galapagos Governing Council, the Municipalities.) Moreover, this policy brief will inform the participation of the Pacific Plastics, Science to Solutions (<https://www.pacificplasticsscienceandsolutions.com>) participation at the ‘INC’ meetings linked with the negotiations for the Global Plastics Treaty. The Policy Lead is in close contact with the Ecuadorian vice chancellor who is as one of the elected Presidents of the INC.

#### 5. Gender equality and social inclusion

Please quantify the proportion of women on the Project Board <sup>1</sup> .	60% (3 of 5)
Please quantify the proportion of project partners that are led by women, or which have a senior leadership team consisting of at least 50% women <sup>2</sup> .	GCT is led by women (the CEO, Chair and 2 of 3 of the senior leadership team are female). FUNCAVID currently has a male Director and Chair but their staff team has an even gender balance. We are unsure about Kings College and Cambridge leadership.

<sup>1</sup> A Project Board has overall authority for the project, is accountable for its success or failure, and supports the senior project manager to successfully deliver the project.

<sup>2</sup> Partners that have formal governance role in the project, and a formal relationship with the project that may involve staff costs and/or budget management responsibilities.

Our project team (across FUNCAVID, GCT and Kings College team members) is 75% female, and our project Advisory Panel is 60% female. For interns, 50% (7 of 14) and project leaders, 55% (6 of 11) are female (supportive of indicator 0.1).

Gender considerations and promoting equality are a core theme of this project. Several Co-G projects themselves have gender equality as a leading theme (see example of a gender themed Co-G social media post in Annex 4.7). As a priority SDG target identified by the community, the promotion of projects led by women, benefitting women are keenly received. Some examples to date include raising awareness of gender-based violence, gathering baseline data on challenges facing women in Galapagos, increasing education on sexual health and consent, and workshops to support economic autonomy of women. Results from these projects will form a major part of a planned policy brief all about the topic in Galapagos, highlighting key opportunity areas to address gaps.

## 6. Monitoring and evaluation

Our Monitoring & Evaluation (M&E) plan was developed at the start of the project with input from all partners (with individual responsibilities clear). Since our M&E plan was developed (aligned with the format outlined by the DI team on the June 2022 webinar), we have added a status to the end of project year 1 column, incorporating a snapshot summary for ease of use (this can be replicated to the end of project too). We have employed a 'layered' approach to M&E for optimum suitability for our project, i.e., having one level directly with beneficiaries on an individual Co-G project basis (led by the Project Coach), and another at the Co-G programme level (led by GCT). Information is centralised in a project team Google Drive. Progress against Outputs and Activities in this proposal are reviewed quarterly in our project team meetings and using our shared evaluation logframe template.

Our outcome is **“Galapagos community members, particularly women and youth, are supported to lead projects and enhance their skills, together advancing priority SDG targets via social innovation and development of more effective policy.”** All of our supported projects and internships have ambitions that are directly aligned with one or more priority SDG targets and project leaders are aided in designing and monitoring their projects to ensure maximum impact in that respect. We can also measure the proportion being led by and targeted to women and youth. From the publication of our SDG policy report, we hope to see advances in the organisation of centralised data collection related to the status of the SDG target indicators in Galapagos, which will enable us to more accurately quantify the specific impact of Co-G projects. The incorporation of information from Co-G into policy making will likely be a longer term impact. Co-G is joining efforts with the Galapagos Policy Advisory Group (GAP) to develop a comprehensive method to transform the community insights and wisdom into policy advice. Afterwards, the idea is for Co Galapagos to implement this method to generate policy advice.

## 7. Lessons learnt

Overall, the project delivery has gone to plan – the team dynamic works brilliantly and the Project Coach role has made a major difference to both the capacity of the local team and the quality of service we are providing for the local community project leaders. We have learned that a combination of several project WhatsApp groups support administrative liaison as well as supporting bilingual communication. One learning has been about the issues of internet connection, although expected, we should have budgeted for some more local internet access due to the reliance on online meetings.

If beginning again, we would organise our communications strategy differently taking our more recent learnings into account i.e. take more time to map our audiences and how they differ and to develop communication channels for team members less confident with second language abilities. We have captured lessons learned in future planning, including strengthening connections with GCT's communications team to support on design and dissemination, particularly to the international audience.

We had a review, planning and strategy workshop in March 2023 to identify where we can build learnings into this project during the remaining DI funding period. We have made adjustments to our administrative processes and used our learnings to date to inform our strategic objectives for Co-G between 2023-2025. For future planning, we will continue to build our learnings into project design ensuring future stages are as robust as possible.

To other future projects aiming to build capability and capacity, we would recommend regular project management meetings (hybrid meetings at times of day that suited both time zones worked well for us) and having shared administrative schedules online, in our case, that are bilingual with both currencies represented in budgets. We also recommend having shared documents for meetings where people can input and prepare for the agenda and see previous actions agreed in well-kept minutes that have been a very useful record.

**8. Actions taken in response to previous reviews (if applicable)**

Upon notification of funding, it was asked whether the match funding indicated in our budget had been secured. [REDACTED]

Additionally, following our feedback from Darwin Initiative upon notice of funding, we added one new risk to our risk register in addition to our original 16; “Disincentivizing government support for social care” after reviewers flagged that if social care programmes are funded by private donors, local governments might be less inclined to support similar initiatives in the future, either due to private donor reliance or through less understanding from stakeholders on social issues that need funding. We believe this risk is minor however as this project is funding small-scale community-led projects that are unlikely to have been considered for any alternative government funding. In the long-term our project can help grow the scope and robustness of projects that are developed by the community which we anticipate will strengthen local capacity to apply for relevant government funding opportunities in Galapagos. Through the Galapagos Hub we will highlight the power of community led projects to achieve change to political stakeholders to improve their engagement with societal issues as well as to highlight the opportunities for longer term, government funding.

**9. Risk Management**

We have recorded six issues in our Risk Register (Issue Register tab) against our identified risks, with three marked as high priority - two linked to changes in personnel and one about team communications. The most recent and important change to highlight here is that our Project Leader, Dr Sophia Cooke, will leave her role at the end of May to start maternity leave. She relocated from Galapagos to the UK at the end of March (due to needing health care not available in Galapagos). We have outlined a plan to increase resources in the local team for the final four months of the project in our Change Request form (submitted 28/04/2023). This change has also been logged in our Risk Register. Although changes have been made to roles and responsibilities during the project period with some turnover in team members, the overall project design has stayed fairly true to the original proposal.

**10. Other comments on progress not covered elsewhere**

N/A

**11. Sustainability and legacy**

Co-Galapagos has a growing profile locally, with interest evidenced by the growing waiting list. The internship scheme has attracted other NGOs, local businesses, international scientists and also the Galapagos National Park Directorate to provide funds or other support for internship recruitment and management through Co-G, and we anticipate this has potential to grow. We

already have great case studies of Co-G interns going on to get excellent jobs within weeks or months of completion demonstrating the potential of this scheme to fill the gap of the lack of entry level jobs for locals.

To maintain capability and capacity in-country after this project period, we have developed a three year strategic plan for Co-G to support our joint efforts to fundraise for the next phase, combining the ongoing development and promotion of the crowd-funding platform for tourist funding and strategic grants, including developing a new consortium to design a Darwin Initiative main application as was our aspiration in our original proposal. This next phase will ensure a sustained legacy of the project socially, continuing our focus on working with women and youth to improve equal opportunities and skills building. We are seeking funding to provide more jobs linked with key topics such as habitat restoration, to provide ongoing economic and social benefit as well as the ecological benefits for biodiversity. We continue to develop the fundraising mechanism with interested tourism businesses and have also supported local partner FUNCAVID with writing grant applications for matched funding. Our collective progress in improving communications and connection in the policy-community-research interface is also encouraging and has already given this project a legacy.

Overall, the sustainable benefits planned post-project are still valid; we plan to continue seeking optimal biodiversity benefits whilst tackling poverty reduction – paving the way for increasing capacity and capability for social innovation for resilience. By designing initiatives that not only protect biodiversity but also foster human rights and aspirations, we are reframing our approach to conservation to embrace the urban-natural system that Galapagos now is.

## **12. Darwin Initiative identity**

We have credited the support of the Darwin Initiative wherever we have presented the project, including in partner stakeholder meetings in Galapagos, in the mainland (including several meetings with the British Embassy in Quito) and with the general public in the UK. Although Co-G is a larger programme, Darwin Initiative has provided the majority of 2023 funding and has very specifically focused on boosting capability and capacity.

We will incorporate the Darwin Initiative logo into other outputs planned before the end of the project period including the Policy Pack, an education pack for schools and upcoming policy briefs planned highlighting knowledge gaps and opportunities in gender equality and circular economy.

The Darwin Initiative is well known in the conservation and sustainable development professional community in Galapagos but less so in the local community. Another programme running with our collaborators Durrell Wildlife Conservation Trust on the restoration of Floreana is more synonymous with a focus on biodiversity conservation as opposed to larger scale community involvement. This was FUNCAVID's first experience receiving UK Government funding, and due to their strong community connections, are well positioned to publicise the Darwin Initiative with a new audience.

We have included the Darwin Initiative logo on posters that were displayed at the Galapagos Conservation Trust's annual Galapagos Day in October 2022 (shared with the DI team in advance), on the Co-G website, GCT website and on several social media posts.

We also incorporated the Darwin Initiative logo in two artistic displays that will be installed in two big restaurants in Puerto Ayora (the largest town in the Archipelago), to promote our initiative and gain more support from tourists as well as in a leaflet with information on the work Co-G is doing. We also added the DI logo to our Co-G video, which is being displayed in several coffee shops and restaurants in town. See example in Annex 4.8.

### 13. Safeguarding

Has your Safeguarding Policy been updated in the past 12 months?	<b>Yes/No</b>
Have any concerns been investigated in the past 12 months	<b>Yes/No</b>
Does your project have a Safeguarding focal point?	<b>Yes/No</b> [If yes, please provide their name and email] Anna Lewis [REDACTED]
Has the focal point attended any formal training in the last 12 months?	<b>Yes/No</b> Online Safeguarding training (via Charity Learning Consortium, March 2023)
What proportion (and number) of project staff have received formal training on Safeguarding?	Past: 38% [3] Planned: TBC
Has there been any lessons learnt or challenges on Safeguarding in the past 12 months? Please ensure no sensitive data is included within responses.	
No challenges to report.	
Does the project have any developments or activities planned around Safeguarding in the coming 12 months? If so please specify.	
Nothing specific planned.	

## 14. Project expenditure

Table 1: Project expenditure during the reporting period (1 April 2022 – 31 March 2023)

Project spend (indicative) since last Annual Report	2022/23 Grant (£)	2022/23 Total Darwin Initiative Costs (£)	Variance %	Comments (please explain significant variances)
Staff costs (see below)				
Consultancy costs				
Overhead Costs				
Travel and subsistence				
Operating Costs				
Capital items (see below)				
Monitoring & Evaluation (M&E)				
Others (see below)				
<b>TOTAL</b>	<b>52,247</b>	<b>52,198</b>	<b>0%</b>	



**Table 2: Project mobilising of matched funding during the reporting period (1 April 2022 – 31 March 2023)**

Total match funding in Y1 has exceeded the proposed target for the whole of the project.

The project has received a Total of **£126,314** of match funds during the reporting period (1 April 2022-31 March 2023).

	Matched funding secured to date	Total matched funding expected by end of project
Matched funding leveraged by the partners to deliver the project.		
Total additional finance mobilised by new activities building on evidence, best practices and project (£)		

**15. OPTIONAL: Outstanding achievements or progress of your project so far (300-400 words maximum). This section may be used for publicity purposes**

I agree for the Biodiversity Challenge Funds Secretariat to publish the content of this section (please leave this line in to indicate your agreement to use any material you provide here).

**(300 words)**

Our internship scheme is the first of its kind in Galapagos, connecting early-career islanders with project leaders requiring assistance on topics related to the 40 targets. Interns are paid for their time and introduced to our Co-G training program. For young people in Galapagos, with high potential but often limited opportunities, our internship scheme provides much needed experience and career development.

The scheme has been growing very quickly. Our interest form (created mid-2022) had received 28 applications by March 2023. Of these, 5 have already been involved in a project, selected according to our established process. One main ambition going forward is to increase our ability to take on and fund more interns.

Kathy Mullo (Communications intern) said in her interest form: *“Thank you for providing the opportunity to young people who share the same interests and who are looking to develop their internships with topics more related to their career. Thank you also for opening the doors to those of us who have just graduated and do not have a job.”*

Once an intern is paired with a project they complete a questionnaire, which is augmented by a second one at the end of their internship. These allow us to monitor the activities undertaken, the knowledge gained and their professional development. Robert Guerra (Circular Economy internship) said: *“It’s an excellent program, keep supporting people who want to learn, lead and change the world.”* He completed two internships with Co-G and has now become part of the FUNCAVID staff supporting a sustainable water project.

We believe our internship scheme is providing extremely important opportunities for young people in Galapagos, supporting them to fulfil their desires and aid the protection and development of the Islands. As Co-G continues to grow, the internship scheme will play a major role in local capacity-building.

<b>File Type (Image / Video / Graphic)</b>	<b>File Name or File Location</b>	<b>Caption, country and credit</b>	<b>Online accounts to be tagged (leave blank if none)</b>	<b>Consent of subjects received (delete as necessary)</b>
Video	<a href="https://youtu.be/LFKVejrq3Bg">https://youtu.be/LFKVejrq3Bg</a>	Robert Guerra’s video at the end of his Co-G internship, supporting a project developing eco-friendly building blocks from waste plastic. Credit: FUNCAVID.	Twitter @galapagossip (this is GCT) @FuncavidGal  Facebook: @cogalapagos @fundacionuncambioxlvida @galapagosconservationtrust  Instagram @fundacionuncambioxlvida @galapagosconservationtrust	<b>Yes</b>
Photo	Annex 4.9	Photo of Co-G interns.  Credit: Sebastian Pila / FUNCAVID	As above.	<b>Yes</b>

## Annex 1: Report of progress and achievements against Indicators of Success for Financial Year 2022-2023

Project summary	SMART Indicators	Progress and Achievements April 2022 - March 2023	Actions required/planned for next period
<p><b>Outcome:</b></p> <p>Galapagos community members, particularly women and youth, are supported to lead projects and enhance their skills, together advancing priority SDG targets via social innovation and development of more effective policy.</p>	<p>0.1 &gt; 50% of the 10+ community project leaders and 10+ interns supported April 2022 - September 2023 are female.</p> <p>0.2 At least 30% of the 10+ community project leaders and at least 70% 10+ interns supported April 2022 - September 2023 are &lt; 30 years old.</p> <p>0.3 Progress made by 10 community projects towards the 40 priority SDG targets are mapped across social, economic and ecological themes (target: at least 20% of targets supported by September 2023 with interlinkages identified.)</p>	<p>0.1. 55% (n = 6) of our project leaders and 50% (n = 7) interns are female</p> <p>0.2. 9% (n = 1) of our project leaders and 77% (n = 10) interns are &lt; 30 years old</p> <p>0.3. 11 projects have been mapped to the 40 priority SDG targets with 21 targets supported.</p>	<p>0.1 Maintaining DE&amp;I processes to maintain our progress on this target.</p> <p>0.2 We will focus on how we can achieve 30% of project leaders being under 30, including by exploring the transition from intern to project leader where interns display promising ideas/ leadership skills.</p> <p>0.3. Continue to map CO-G projects to SDGs. Co-G and GAP will refine methods to transform community insights and wisdom into policy advice.</p>
<p><b>Output 1.</b></p> <p>Capacity and capability of local NGO FUNCAVID strengthened to manage and channel funding into a growing portfolio of community projects.</p>	<p>1.1 Eight partner knowledge exchange sessions to strengthen Operational policies and Project Management processes delivered between April - November 2022 (hybrid meeting format).</p> <p>1.2 A positive trend in income from April 2022 – September 2023 is achieved via the tourist donation mechanism against our £26K fundraising target, including securing two donations of at least £500 per quarter in 2022 and three donations of at least £500 per quarter in 2023.</p> <p>1.3. The Co-Galapagos 2023-25 Strategic Plan is complete and drafted by 30 November 2022, finalised and then signed off by the Project Board by</p>	<p>1.1 Eight knowledge exchange sessions have been delivered across project management and operational themes. A detailed log of these sessions has been kept, and key outputs include the policies restructured and adopted for FUNCAVID and Co-G.</p> <p>1.2 £17.3K from tourists and local businesses (excluding grants) raised to date. 3/4 quarters have had at least one donation of at least £500. (Q1 = 0, Q2 = 2, Q3 = 1, Q4 = 4). Also received 2 donations of \$500 rather than £ (common with Ecuador using USD).</p> <p>1.3 The Co-G 2023 – 2025 Strategic Plan was drafted and key elements presented to the Advisory Panel in December 2022. This discussion informed sessions in our in person workshop in March 2023 and we anticipate that a final version of the Co-G Strategic Plan will be complete by the end of May 2023.</p>	

	December 2022 to be implemented from January 2023.		
Activity 1.1 Operations and Project Management meeting series delivered between partners to share existing resources, identify gaps and create an action plan for addressing them (including reaching out to our collective networks for best practice advice/resources).		Meeting series delivered and resources shared. Identified where project management tools and policies (e.g. on Safeguarding) could be adopted for FUNCAVID and Co-G.	We will continue to maintain our fortnightly meetings, a regular forum to monitor progress between UK and Galapagos teams.
Activity 1.2 Develop core Co-Galapagos policies for Safeguarding, Ethics, Counter Fraud & Anti-Money Laundering, Sustainability, Health & Safety and Diversity, Equality & Inclusion and associated risk assessment documentation with buy-in from all partners to adopt at all project levels.		FUNCAVID have developed three new operational policies on i) Safeguarding, ii) Diversity, Equality & Inclusion, and Anti-Money Laundering and Transparency.	Learnings from the knowledge exchange series continue to shape project delivery and FUNCAVID's new operational policies will be signed off at their May Board meeting. At this meeting, it is planned to also review next steps for risk assessment documentation. Beyond this, policies can be uploaded online.
1.3 Implement strengthened project management processes and project assessment criteria, supporting our monitoring, impact evaluation and SDGs target mapping.		Project Management Manuel produced and we have strengthened selection criteria for projects/internships (see 2.1 and 3.2 in main text). We have an M&E plan and tracker delineating team responsibilities. M&E is also optimised by having beneficiary-level monitoring led by the Project Coach, and programme-level monitoring led by GCT.	We will continue to implement strong project management processes and refine these based on learnings made throughout the project.
1.4 Refine our sustainable fundraising mechanism, including opportunities for promotion to tourists (e.g. GCT's contacts of 100+ tourism industry representatives including Galapagos Naturalist Guides), and support its integration into FUNCAVID's operations.		Local fundraising from tourists has been driven by the Project Leader raising £6,250 from tourists and £3,675 from local tourist businesses/NGOs. Individual donations from international audiences have been supported by two crowd-funders (especially focused on the GCT's UK audience) which have raised a total of £7,365.	Explore opportunities to strengthen (and maximise effort going into) fundraising from tourists, such as via the network of National Park Guides. Q2 - Q3 focus is a communications campaign and fundraising drive with our tourism industry contacts.
1.5 Produce Strategic Plan for Co-Galapagos for 2023 - 2025 incorporating structured proposal calls, criteria for assessment and evaluation of community projects and funding strategy.		A first draft of the Co-G Strategic Plan 2023-2025 has been completed which includes a clear vision for Co-G to 2030 and an updated version of our Co-G Theory of Change.	Incorporate ideas from March workshop in Galapagos on our Strategic objectives. Present the Strategy to our Advisory Panel (Project

			Board) in Q2 2023 and produce a final version.
<p><b>Output 2.</b></p> <p><b>Co-Galapagos projects strengthened via increased capacity to deliver tailored coaching for project leaders and facilitate their integration into a peer-learning network.</b></p>	<p>2.1 One new Co-Galapagos team member contracted as the Project Coach (April 2022) and inducted (April-June 2022).</p> <p>2.2 Development of Co-Galapagos training resource pack by 30 September 2022 and delivery of tailored coaching of at least 10 community project leaders by 30 September 2023.</p> <p>2.3 Co-Galapagos community peer-learning network established by 30 September 2022 with all project leaders connected with at least one expert/mentor.</p>	<p>2.1 Recruitment of Project Coach successful (see section 3.2 of report)</p> <p>2.2 Tailored support has been given to more than 10 community projects for project management, fundraising and communications with training resources continuing to be expanded (see the Policy Pack in Output 4, section 3.2).</p> <p>2.3 The Co-G community network continues to be strengthened with project leaders and interns joining group and individual training via workshops (attendance is logged) and check in calls and sharing learnings and support via an active WhatsApp group (section 3.2).</p>	
Activity 2.1 Recruit/receive proposals from community project leaders and agree projects according to funds raised (10 - 20 projects anticipated in the project period), ensuring diversity in projects covering social, economic and biodiversity themes.		14 project phases, spanning 11 individual projects, have been funded so far, with an additional 5 phases in the design/fundraising stage (one of which is for a new project). Project selection criteria has been strengthened and reflected in our Project Management Manual. Mechanisms for receiving new proposals via google form and existing project leader referrals.	Aid the delivery of the phases currently funded but ongoing, which will see the completion of at least five entire projects and the delivery of a phase for at least three other projects.
2.2 Contract Co-Galapagos Project Coach upon notification of funding secured and facilitate their induction process in the first three months of appointment - including involvement in knowledge exchange sessions (as in 1.1).		We have recruited our Co-G Project Coach - Cristina Calvopiña - who brings a wealth of experience working on sustainable development and community focused initiatives in Galapagos (2.1).	N/A
2.3 Project Coach develops training resources addressing most frequently reported needs from community projects to date, including project design (including setting milestones, outputs and measurable indicators), advice on writing funding proposals, communicating their work and building effective partnerships/ collaborations.		Training pack is drafted in full but the calendar for activities is still being developed as an ongoing process (i.e. it is a living document). Pack on the drive not printed. i) Training pack identifies <b>needs</b> for project leaders and	Deliver at least 3 more training sessions for the Co-G network, to be included in the training pack that will be shared digitally.

		information on laws and policies and SDGs, and ii) expertise brought in to deliver certain training sessions <b>(to apply)</b> .	
2.4 Project Coach conducts one-to-one meetings with community project leaders to develop and deliver a tailored training plan (e.g. resource sharing, group workshop/ seminar, mentor model).		All 11 projects have received tailored coaching - at least twice per leader (Project Coach has kept a detailed log).	Coaching of project leaders will continue until project end (and beyond as we aim to secure renewed funding for the Project Coach).
2.5 Develop a Co-Galapagos community project network for peer-learning and to promote trust and inter-project/inter-stakeholder collaboration by providing regular coffee mornings (themed workshops/ Zoom sessions with guest community and international speakers) and using social media fora (Facebook and WhatsApp groups).		A strong network has developed containing project leaders and interns. There have been six sessions to date tailored to the requests of the network: 1. Intern session to create the document for the training sessions, 2. Computer coding skills (requested), 3. Co-G full network meeting, 4. groups management and facilitation skills, 5. Citizen science skills focusing on a new Bird App, 6. Policy workshop	There are at least two further sessions planned - another on coding and one on photography.
2.6 Project Coach conducts ongoing project monitoring and evaluation, including designing and sharing an annual questionnaire with Co-Galapagos participants.		Project leader interview log captures ongoing monitoring.	The annual Co-G participants survey is planned for August 2023
<b>Output 3.</b> <b>Paid internship scheme launched for 18-30 year-olds to drive Co-Galapagos communications and provide support for projects, research and policy activities.</b>	<b>NEW:</b> 3.1. Local social media channel 'Isleño TV' hosts at least 3 videos promoting the Co-Galapagos internship scheme by February 2023. 3.2. At least eight paid internships are delivered in Galapagos and three in the UK between 01 April 2022 and 30 September 2023. 3.3. Eight interns contribute to the development and/or implementation of the Co-Galapagos Communications Plan by 30 September 2023.	3.1. Internship scheme and Co-Galapagos promoted on Isleño TV three times. 3.2 At least 12 internships (plus two ongoing) have already been delivered in Galapagos and two in the UK although one was focused specifically on plastic relevant outputs. 3.3. Four interns contributed to the development of the Co-G Communications Plan and/or its delivery in some way (local interns: Katherine, Ayleen, David, UK intern Emma. See link to our Communications Plan in Annex 4.4). Ongoing delivery of the Communications Plan by interns is not feasible as originally planned and so we are requesting a change to take on Katherine as a longer term assistant (see Change Request form April 2023). So that we do not lose our reach via new interns, we will incorporate communications as a key topic in future planned sessions with research and policy interns to ensure we achieve our target of their involvement in raising voices from the project and sharing resources and learnings.	

<p>Activity 3.1 Promote relaunch of internship scheme in Galapagos via local radio slots, highlighting two categories: (i) projects &amp; communications (ii) research &amp; policy.</p> <p><b>UPDATE:</b> The mechanism to promote the internship was changed from radio slots to social media posts via the Isleño TV Facebook channel (approved change to indicator 3.1 by DI in December 2022), but the re-wording of the corresponding activity was missed from the update. Therefore, we have included a revision of this activity wording in the latest logframe update (see April 2023 Change Request form) which is: <b>Promote the relaunch of internship scheme in Galapagos via social media channel Isleno TV, highlighting two categories: (i) projects &amp; communications (ii) research &amp; policy.</b></p>	<p>Internship scheme and Co-G promoted on Isleño TV 3 times. Word of mouth has also organically grown interest among young adults.</p>	<p>Continue to maximise internship visibility on Isleño TV and by encouraging interns to share their own stories with peers and on social media.</p>
<p>Activity 3.2 Co-Galapagos interns recruited (ensuring a fair and transparent selection process) and matched with supervisors (within our Co-Galapagos project team) based on their internship category and location.</p>	<p>12 internships were finished in Y1 of the project, with 2 more in process (see Annex 4.3). An internship interest form was developed and has been completed by 28 prospective interns to the end of March 2023.</p>	<p>The internship program is one of the strongest parts of the project with significant interest from local young people (waiting list of approx. 20), and we intend to keep growing the scheme as Co-G grows as we see this as a key mechanism for capacity building in the Islands.</p>
<p>3.3 Co-Galapagos interns receive training/mentorship from supervisors via weekly meetings with a focus on DE&amp;I, ethics and effective working.</p>	<p>All interns have mentorship from one of the Co-G core project team and often an additional Co-G project leader or an external project partner or researcher. Ethics and effective working are topics in many training events and DE&amp;I is a key topic covered in setting up activities. Project leaders are advised on DE&amp;I when considering which interns are matched to their project also.</p>	<p>We intend to interview all Co-G intern supervisors as part of our end of project evaluation to capture their experiences.</p>
<p>3.4 Continue to strengthen Co-Galapagos intern network, combining events and training sessions with community project leaders (linking with 2.5).</p>	<p>See 3.3 &amp; 2.5</p>	<p>See 2.5</p>
<p>3.5 Implement a buddy scheme for five Galapagos and three UK interns focused on projects and communications. This will initially (April - August 2022) involve interns co-developing a Co-Galapagos Communications Plan (about SDG related community actions, focusing on women and young people) for tourist and community audiences and a core pack of communications materials (including a monthly biodiversity and/or SDG theme). The Plan will be implemented by</p>	<p>Four interns were involved with the development/implementation of the Communications Plan and communications materials linking one UK intern and four Galapagos interns but we have learned it is not sustainable to have rotating interns to</p>	<p>We have requested in a separate Change Request form to change tact, by hiring Katherine Mullo as the Communications Assistant - taking remainder of comms internship time to September, as there is a local lack of interest in taking up communication</p>

successive interns along with the development of additional communications resources		deliver communications in the long term, where consistency in delivery and skills in both English and Spanish are needed.	internships, and Kathy is highly committed and capable.
Output 4. Co-Galapagos becomes an integral part of the Policy Advisory Group to the Galapagos Hub, facilitating a communication channel between community voices and Government to advance priority SDG targets.	<p>4.1 All 10(+) community project leaders consulted at project start on methods/data to support policy/social innovation across April 2022 - September 2023.</p> <p>4.2 All 10(+) Co-Galapagos projects mapped to SDG targets with outputs synthesised to generate bilingual policy briefings for the Galapagos Hub, to be produced every six months (Dec 2022, Mar 2023, Sept 2023).</p> <p>4.3 Briefings generated for the community network every six months to ensure communications flow both ways between policymakers and the community (Dec 2022, Mar 2023, Sept 2023).</p>	<p>4.1. Fourteen community project leaders (including project leaders supported before the DI funding started) have been consulted on three key policy topics (evidence provided in section 3.2 of the report).</p> <p>4.2 All Co-g projects have been mapped to SDG targets; enabling project leaders to see their linkages with the SDG targets (53% targets supported by projects to date – SDG links mapped in spreadsheet and displayed on Co-G website. Also see Annex 4.2). We have also developed tools to support ongoing linkages between policy makers and the community. The resources produced represent a unique summary of the complex political landscape that is not only useful to interns and project leaders, but also to NGO programme leads, researchers and policy makers alike (reflections from stakeholder consultations to date).</p> <p>4.3 We have three policy briefs in some stage of development, timed to be useful politically, rather than original six monthly frequency planned. All briefs being written to be suitable for both a political and community audience.</p>	
4.1 Policy Lead compiles Co-Galapagos Policy Pack, including relevant policy documents/ event calendar to share with Co-Galapagos Project Leaders.		Lucía Norris (Policy Lead), in partnership with a Co-G Policy Intern, Pablo Llerena (internship July-September) produced a Galapagos Policy Pack (see Annex 4.5) incorporating a tool outlining all relevant policies to biodiversity and sustainable development in Galapagos including the Galapagos 2030 Plan. Policy pack has been updated with further regulations related to circular economy by new policy intern Fernanda Hidalgo.	<p>The Policy Pack has become a living document that will be cultivated by future policy interns. The next policy intern will work on including gender equality regulations</p> <p>We are planning to translate it into English and design a public facing version during 2023 to further increase uptake and be able to share with other locations</p>
4.2 Policy Lead visits community project leaders for one-to-one consultations (to repeat every three months until project end) in coordination with the Project Coach, including initial consultation on their data and methods for supporting policy. Policy Lead runs monthly seminars/ online drop-in sessions to support knowledge building.		The Policy Lead has undertaken 14 project leader interviews so far linked primarily to three key policy topics (i) achieving a circular economy, (ii) achieving gender equality, (iii) achieving youth empowerment and	GAP and the Co-G team will develop and apply a method to transform the insights and community wisdom to policy advice.



	<p>children connecting with nature. Community insights have already shed light on possible policy recommendations. Policy Lead has organised and delivered a policy session for project leaders and interns, has supported the gender equality projects to find synergies with existing projects and to adjust their projects, and has shown project leaders the potential of collaborating with other Co-G projects.</p>	
<p>4.3 Policy Lead collects relevant data from community projects, pools results and maps to SDG priority targets. Outputs synthesised into six-monthly bilingual policy briefings provided to update Ecuadorian and UK political and research stakeholders, turned into a public-facing version as part of the Communications Plan.</p>	<p>All Co-G projects to date have been mapped against the SDG targets, contributing to a sister initiative (also managed by Co-G team members) to map key research, conservation and policy efforts in Galapagos, the Policy Advisory Group (GAP). With the interviews (4.2), this information flow has already supported the development of a SDG report for Galapagos and of the in prep. policy briefs on circular economy, gender equality and youth empowerment. A method is in development to support the transformation of community wisdom to policy advice. During interviews, the Policy Lead has advised project leaders in ways to link their projects with policy and create synergies with other projects run by Co-G leaders. In addition, the Policy Lead has had several online sessions to support the project leaders, especially the gender equality ones. In March, the Policy Lead together with FUNCAVID Director and the Coordinator of the Galapagos Hub, ran a policy training session for project leaders and interns.</p>	<p>Three policy briefs will be developed on (i) circular economy, (ii) youth empowerment, and (iii) gender equality in English and Spanish</p>

<p>4.4 Policy Lead provides six-monthly report to the Project Board and Galapagos Policy Advisory Group (part of the Galapagos Hub), highlighting additional data collection opportunities through community projects, enabling future alignment of projects to what policymakers need. Potential for innovation and entrepreneurship highlighted for future funding opportunities around social innovation.</p>	<p>The delivery of our first Co-G policy report has been submitted in April to include the results of interviews and outputs of policy training session in March. This is an overview of the Background and the tools for achieving the 2030 SDG Agenda in Galapagos (4.2 &amp; 4.3). The method that Co-G will develop with GAP will very possibly include new consultations with project leaders + interns. Co-G and the Galapagos Hub had a workshop to explore possibilities to promote innovation and entrepreneurship between both initiatives.</p>	<p>Implement the GAP – Co-G method to transform community wisdom into policy advice and inform the three policy briefs on: Circular Economy, ii. gender equality, and iii. youth empowerment</p> <p>Share three policy briefs with project board, GAP and Galapagos Hub</p> <p>Pilot collaboration Co-G and Galapagos Hub</p>
<p>4.5 Recommendations developed for improving data flow between Co-Galapagos community project leaders and policymakers with methodology refined in 2022 - 23 documented and shared publicly.</p>	<p>As mentioned above, the policy lead is working with GAP team to develop a methodology that can be used by Co Galapagos and replicated by other stakeholders, to transform community wisdom into policy advice. This advice will feed into briefs mentioned in 4.4 and will be shared with authorities and community.</p>	<p>We plan to develop the method by Q4 2023 to share in 2024 and beyond.</p>

## Annex 2: Project's full current Indicators of Success as presented in the application form (unless changes have been agreed)

Project summary	SMART Indicators	Means of verification
<p><b>Outcome:</b></p> <p>Galapagos community members, particularly women and youth, are supported to lead projects and enhance their skills, together advancing priority SDG targets via social innovation and development of more effective policy.</p>	<p>0.1 &gt; 50% of the 10+ community project leaders and 10+ interns supported April 2022 - September 2023 are female.</p> <p>0.2 At least 30% of the 10+ community project leaders and at least 70% 10+ interns supported April 2022 - September 2023 are &lt; 30 years old.</p> <p>0.3 Progress made by 10 community projects towards the 40 priority SDG targets are mapped across social, economic and ecological themes (target: at least 20% of targets supported by September 2023 with interlinkages identified.)</p>	<p>0.1 &amp; 0.2 Quarterly analysis of demographic information of funded project leaders and interns</p> <p>0.3a Policy briefing reports received by the Policy Advisory Group</p> <p>0.3b Priority SDG targets mentioned/supported in the bilingual policy briefings</p> <p>0.3c Results of SDG mapping for community projects input into online project network tool (in development)</p> <p>0.3d Before and after videos on Co-Galapagos website for completed projects with SDG contributions highlighted.</p>
<p><b>Output 1</b></p> <p>Capacity and capability of local NGO FUNCAVID strengthened to manage and channel funding into a growing portfolio of community projects.</p>	<p>1.1 Eight partner knowledge exchange sessions to strengthen Operational policies and Project Management processes delivered between April - November 2022 (hybrid meeting format).</p> <p>1.2 A positive trend in income from April 2022 – September 2023 is achieved via the tourist donation mechanism against our £26K fundraising target, including securing two donations of at least £500 per quarter in 2022 and three donations of at least £500 per quarter in 2023.</p> <p>1.3. The Co-Galapagos 2023-25 Strategic Plan is complete drafted by 30 November September 2022, finalised and then signed off by the Project Board by December 2022 to be implemented from January 2023.</p>	<p>1.1a Knowledge exchange session minutes/recordings with attendance record.</p> <p>1.1b Policies &amp; processes adopted across partners; policies available on the Co-Galapagos website.</p> <p>1.2a Quarterly accounts reviewed by FUNCAVID for amount raised from tourist donations</p> <p>1.2b Paper trails for grant disbursements to project leaders and paper trail (# of agreement to fund).</p> <p>1.3a 2023-25 Strategic Plan incorporating a co-developed fundraising and communications plan signed off by partners, with a summary available on FUNCAVID's website.</p> <p>1.3b Bi-annual schedule defined for Project Board meetings to review progress against strategy targets (e.g. financial, beneficiaries, SDG targets).</p>
<p><b>Output 2</b></p> <p>Co-Galapagos projects strengthened via increased capacity to deliver tailored coaching for project leaders and facilitate their integration into a peer-learning network.</p>	<p>2.1 One new Co-Galapagos team member contracted as the Project Coach (April 2022) and inducted (April-June 2022).</p> <p>2.2 Development of Co-Galapagos training resource pack by 30 September 2022 and delivery of tailored</p>	<p>2.1 Contract of Project Coach, attendance at knowledge exchange workshops.</p> <p>2.2 Resource pack document. Coaching sessions log (i.e. meeting records//communications trail/project applications)</p> <p>2.3a Attendee lists for community network meetings and workshops (digital and in-person)</p>

	<p>coaching of at least 10 community project leaders by 30 September 2023.</p> <p>2.3 Co-Galapagos community peer-learning network established by 30 September 2022 with all project leaders connected with at least one expert/mentor.</p>	<p>2.3b End of project questionnaire for project leaders (question answers on networks and collaboration).</p>
<p><b>Output 3</b></p> <p>Paid internship scheme launched for 18-30 year-olds to drive Co-Galapagos communications and provide support for projects, research and policy activities.</p>	<p>3.1 Local social media channel 'Isleño TV' hosts at least 3 videos promoting the Co-Galapagos internship scheme in July by February 2023.</p> <p>3.2. At least eight paid internships are delivered in Galapagos and three in the UK between 01 April 2022 and 30 September 2023.</p> <p>3.3. Eight interns contribute to the development and/or implementation of the Co-Galapagos Communications Plan by 30 September 2023.</p>	<p>3.1 Analysis of video reach (views, demographics) and data capturing where prospective interns heard about the scheme (from their expression of interest forms).</p> <p>3.2a Payment records to interns and paper trail (signed agreements).</p> <p>3.2b Intern supervisor reports.</p> <p>3.2c Before and after internship surveys (evaluation of skills gained)</p> <p>3.3a Communications audience engagement metrics tracked (e.g. social media likes/views, events attendance, # website visits).</p> <p>3.3b Before and after videos produced for Co-Galapagos website for completed projects.</p>
<p><b>Output 4</b></p> <p>Co-Galapagos becomes an integral part of the Policy Advisory Group to the Galapagos Hub, facilitating a communication channel between community voices and Government to advance priority SDG targets.</p>	<p>4.1 All 10(+) community project leaders consulted at project start on methods/data to support policy/social innovation across April 2022 - September 2023.</p> <p>4.2 All 10(+) Co-Galapagos projects mapped to SDG targets with outputs synthesised to generate bilingual policy briefings for the Galapagos Hub, to be produced every six months (Dec 2022, Mar 2023, Sept 2023).</p> <p>4.3 Briefings generated for the community network every six months to ensure communications flow both ways between policymakers and the community (Dec 2022, Mar 2023, Sept 2023).</p>	<p>4.1 Consultation log (meeting records/communications trail).</p> <p>4.2a Projects mapped to priority SDG targets with the support of research/policy interns.</p> <p>4.2b Email records of briefing papers delivered to the Galapagos Policy Advisory Group by Project Leader and Policy Lead.</p> <p>4.3 Communication methods used (e.g. at community network events, WhatsApp).</p>
<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>Activities (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>1.1 Operations and Project Management meeting series delivered between partners to share existing resources, identify gaps and create an action plan for addressing them (including reaching out to our collective networks for best practice advice/resources).</p> <p>1.2 Develop core Co-Galapagos policies for Safeguarding, Ethics, Counter Fraud &amp; Anti-Money Laundering, Sustainability, Health &amp; Safety and Diversity, Equality &amp; Inclusion and associated risk assessment documentation with buy-in from all partners to adopt at all project levels.</p> <p>1.3 Implement strengthened project management processes and project assessment criteria, supporting our monitoring, impact evaluation and SDGs target mapping.</p>		

- 1.4 Refine our sustainable fundraising mechanism, including opportunities for promotion to tourists (e.g. GCT's contacts of 100+ tourism industry representatives including Galapagos Naturalist Guides), and support its integration into FUNCAVID's operations.
- 1.5 Produce Strategic Plan for Co-Galapagos for 2023 - 2025 incorporating structured proposal calls, criteria for assessment and evaluation of community projects and funding strategy.
- 2.1 Recruit/receive proposals from community project leaders and agree projects according to funds raised (10 - 20 projects anticipated in the project period), ensuring diversity in projects covering social, economic and biodiversity themes.
- 2.2 Contract Co-Galapagos Project Coach upon notification of funding secured and facilitate their induction process in the first three months of appointment - including involvement in knowledge exchange sessions (as in 1.1).
- 2.3 Project Coach develops training resources addressing most frequently reported needs from community projects to date, including project design (including setting milestones, outputs and measurable indicators), advice on writing funding proposals, communicating their work and building effective partnerships/ collaborations.
- 2.4 Project Coach conducts one-to-one meetings with community project leaders to develop and deliver a tailored training plan (e.g. resource sharing, group workshop/ seminar, mentor model).
- 2.5 Develop a Co-Galapagos community project network for peer-learning and to promote trust and inter-project/inter-stakeholder collaboration by providing regular coffee mornings (themed workshops/ Zoom sessions with guest community and international speakers) and using social media fora (Facebook and WhatsApp groups).
- 2.6 Project Coach conducts ongoing project monitoring and evaluation, including designing and sharing an annual questionnaire with Co-Galapagos participants.
- 3.1 Promote relaunch of internship scheme in Galapagos via local radio slots, highlighting two categories: (i) projects & communications (ii) research & policy.
- 3.2 Co-Galapagos interns recruited (ensuring a fair and transparent selection process) and matched with supervisors (within our Co-Galapagos project team) based on their internship category and location.
- 3.3 Co-Galapagos interns receive training/mentorship from supervisors via weekly meetings with a focus on DE&I, ethics and effective working.
- 3.4 Continue to strengthen Co-Galapagos intern network, combining events and training sessions with community project leaders (linking with 2.5).
- 3.5 Implement a buddy scheme for five Galapagos and three UK interns focused on projects and communications. This will initially (April - August 2022) involve interns co-developing a Co-Galapagos Communications Plan (about SDG related community actions, focusing on women and young people) for tourist and community audiences and a core pack of communications materials (including a monthly biodiversity and/or SDG theme). The Plan will be implemented by successive interns along with the development of additional communications resources.
- 3.6 Interns support ongoing documentation of past and current projects on the Co-Galapagos website, including production of before and after videos with community project leaders.
- 4.1 Policy Lead compiles Co-Galapagos Policy Pack, including relevant policy documents/ event calendar to share with Co-Galapagos Project Leaders.
- 4.2 Policy Lead visits community project leaders for one-to-one consultations (to repeat every three months until project end) in coordination with the Project Coach, including initial consultation on their data and methods for supporting policy. Policy Lead runs monthly seminars/ online drop-in sessions to support knowledge building.
- 4.3 Policy Lead collects relevant data from community projects, pools results and maps to SDG priority targets. Outputs synthesised into six-monthly bilingual policy briefings provided to update Ecuadorian and UK political and research stakeholders, turned into a public-facing version as part of the Communications Plan.
- 4.4 Policy Lead provides six-monthly report to the Project Board and Galapagos Policy Advisory Group (part of the Galapagos Hub), highlighting additional data collection opportunities through community projects, enabling future alignment of projects to what policymakers need. Potential for innovation and entrepreneurship highlighted for future funding opportunities around social innovation.
- 4.5 Recommendations developed for improving data flow between Co-Galapagos community project leaders and policymakers with methodology refined in 2022 - 23 documented and shared publicly.

**Important Assumptions**

1. There are enough potential community project leaders interested in running projects with quality ideas that generate trackable data linked to priority SDG targets for Galapagos.
2. Training materials and approach (including the identification of mentors) effective for community leaders, and recommendations adopted and actioned.
3. Enough skilled young people interested in undertaking internships with Co-Galapagos with the willingness to contribute to and engage with the network.
4. Policymakers interested in using policy advice generated by Co-Galapagos.
5. Interest from other funding sources such as tourists and other NGOs to support scale-up in 2023 and beyond.



## Annex 3: Standard Indicators

Table 1 Project Standard Indicators

DI Indicator number	Name of indicator using original wording	Name of Indicator after adjusting wording to align with DI Standard Indicators	Units	Disaggregation	Year 1 Total	Year 2 Total	Year 3 Total	Total to date	Total planned during the project
DI-A01	Number of people from key national and local stakeholders completing structured and relevant training.  <i>Relevant project indicator:</i> 2.2 Development of Co-Galapagos training resource pack by 30 September 2022 and delivery of tailored coaching of at least 10 community project leaders by 30 September 2023.	Number of Co-Galapagos Project Leaders from the local community, completing structured and relevant training with the Project Coach.	People (project leaders)	Women Men	7 4	TBC TBC	n/a n/a	11	>11
DI-A02	Number of secondments or placements completed by individuals of key local and national stakeholders  <i>Relevant project indicator:</i> 3.2. At least eight paid internships are delivered in Galapagos and three in the UK between 01 April 2022 and 30 September 2023.	Number of Co-Galapagos internships completed by individuals from the Galapagos community	People (interns)	Women Men  Interns under 30	7 5 10	TBC (min +2) TBC	n/a	12  10	>14
DI-A03	Number of local/national organisations with improved capability and capacity as a result of project.  <i>Relevant project indicator:</i> 1.1 Eight partner knowledge exchange sessions to strengthen Operational policies and Project Management processes delivered	Number of local organisations with improved capability and capacity as a result of project, via improved operational and project management processes.	Organisation	Local NGOs in Galapagos (FUNCAVID)	1	1 (same as Y1)	n/a	1	1



DI Indicator number	Name of indicator using original wording	Name of Indicator after adjusting wording to align with DI Standard Indicators	Units	Disaggregation	Year 1 Total	Year 2 Total	Year 3 Total	Total to date	Total planned during the project
	between April - November 2022 (hybrid meeting format).								
DI-A05	Number of trainers trained reporting to have delivered further training by the end of the project.  <i>Relevant project indicator:</i> 2.1 One new Co-Galapagos team member contracted as the Project Coach (April 2022) and inducted (April-June 2022).	Number of trainers trained delivering further training to Co-Galapagos community Project Leaders by the end of the project.	People	Women (Cristina)	1	1 (same as Y1)	n/a	1	1
DI-B05	Number of people with increased participation in local communities/ local management organisations (i.e., participation in Governance/citizen engagement).  <i>Relevant project indicator:</i> 0.3 Progress made by 10 community projects towards the 40 priority SDG targets are mapped across social, economic and ecological themes (target: at least 20% of targets supported by September 2023 with interlinkages identified.)	Number of project leaders and people with increased participation in local community engagement with achieving SDGs in Galapagos.	People  Projects	Project leaders Women Men Community SDG outreach projects	11 7 4 2	TBC  TBC	n/a	11	>11  >2
DI-D02	Number of people whose disaster/climate resilience has been improved.  <i>Relevant project indicator:</i> 2.2 Development of Co-Galapagos training resource pack by 30 September 2022 and delivery of tailored coaching of at least 10 community project leaders by 30 September 2023.	Number of people whose climate resilience has been improved by gaining skills boosting employability, support for sustainability/conservation projects and via access to innovation advice.	People	Women Men	14 9	TBC TBC	n/s	23	>23*  *Currently our project leaders and interns, to calculate Co-G project beneficiary reach for final report

DI Indicator number	Name of indicator using original wording	Name of Indicator after adjusting wording to align with DI Standard Indicators	Units	Disaggregation	Year 1 Total	Year 2 Total	Year 3 Total	Total to date	Total planned during the project

**Table 2 Publications**

Title	Type (e.g. journals, manual, CDs)	Detail (authors, year)	Gender of Lead Author	Nationality of Lead Author	Publishers (name, city)	Available from (e.g. weblink or publisher if not available online)
Galápagos collective action for the 2030 SDG Agenda	Article	Dr Sophia Cooke & Dr Charlie Ferguson	Female	British	Darwin Initiative	<a href="https://www.darwininitiative.org.uk/assets/uploads/FINAL-Darwin-Newsletter-March-2023-A-Watershed-Moment_compressed.pdf">https://www.darwininitiative.org.uk/assets/uploads/FINAL-Darwin-Newsletter-March-2023-A-Watershed-Moment_compressed.pdf</a>

## Checklist for submission

	Check
Different reporting templates have different questions, and it is important you use the correct one. Have you checked you have used the <b>correct template</b> (checking fund, type of report (i.e. Annual or Final), and year) and <b>deleted the blue guidance text</b> before submission?	X
<b>Is the report less than 10MB?</b> If so, please email to <a href="mailto:BCF-Reports@niras.com">BCF-Reports@niras.com</a> putting the project number in the Subject line.	X
<b>Is your report more than 10MB?</b> If so, please discuss with <a href="mailto:BCF-Reports@niras.com">BCF-Reports@niras.com</a> about the best way to deliver the report, putting the project number in the Subject line.	X
<b>Have you included means of verification?</b> You should not submit every project document, but the main outputs and a selection of the others would strengthen the report.	X
<b>Do you have hard copies of material you need to submit with the report?</b> If so, please make this clear in the covering email and ensure all material is marked with the project number. However, we would expect that most material will now be electronic.	X
If you are submitting photos for publicity purposes, do these meet the outlined requirements (see section 15)?	X
Have you involved your partners in preparation of the report and named the main contributors	X
Have you completed the Project Expenditure table fully?	X
Do not include claim forms or other communications with this report.	