

Applicant: **Titley O'Neal, Cassander**
Organisation: **National Parks Trust of the Virgin Islands**
Funding Sought: **£65,170.00**

DPR13PS\1049

Strategic Capacity Building for Environmental Management in the BVI

This project will build institutional capacity at two levels. At an administrative level senior management require training to effectively implement the National Parks Act which requires a Strategic Plan. This project would provide a facilitator with technical skills from a regional context to strengthen NPTVI's internal capacity to update the existing draft Strategic Plan. At the park management level NPTVI has a young cadre of staff who require foundational botanical training to compliment the existing fieldwork training they have received.

PRIMARY APPLICANT DETAILS

Title Mrs
Name Nancy
Surname Pascoe
Organisation National Parks Trust of the Virgin Islands
Website (Work) <https://www.bvinpt.org/>
Tel (Work) [REDACTED]
Email (Work) [REDACTED]
Address [REDACTED]

CONTACT DETAILS

Title Dr
Name Cassander
Surname Titley O'Neal
Organisation National Parks Trust of the Virgin Islands
Website (Work) www.bvinpt.org
Tel (Work) [REDACTED]
Email (Work) [REDACTED]
Address [REDACTED]

DPR13PS\1049

Strategic Capacity Building for Environmental Management in the BVI

Section 1 - Contact Details

PRIMARY APPLICANT DETAILS

Title	Mrs
Name	Nancy
Surname	Pascoe
Organisation	National Parks Trust of the Virgin Islands
Website (Work)	[Redacted]
Tel (Work)	[Redacted]
Email (Work)	[Redacted]
Address	[Redacted]

CONTACT DETAILS

Title	Dr
Name	Cassander
Surname	Titley O'Neal
Organisation	National Parks Trust of the Virgin Islands
Website (Work)	www.bvinpt.org
Tel (Work)	[Redacted]
Email (Work)	[Redacted]
Address	[Redacted]

GMS ORGANISATION

Type	Other
Name	National Parks Trust of the Virgin Islands
Phone (Work)	[REDACTED]
Email (Work)	[REDACTED]
Website (Work)	[REDACTED]
Address	[REDACTED]

Section 2 - Title, Dates & Budget Summary

Q3. Title

Strategic Capacity Building for Environmental Management in the BVI

Please attach a cover letter as a PDF document.

 Kew-Letter of Support Darwin People and Skill s_BVI	 Cover.letter.NPTVI
 20/09/2024	 20/09/2024
 21:41:58	 19:48:29
 pdf 171.48 KB	 pdf 484.3 KB

Q4a. Is this a resubmission of a previously unsuccessful application to Darwin Plus Fellowships, as this scheme was previously called?

☒ No

Q5. Project beneficiary/group of beneficiaries

☒ Group

Provide a description of the proposed Darwin Plus beneficiaries and their names (if known)

Description of who the beneficiaries are	Senior Administrative Team responsible for organisational oversight and institutional planning, and Terrestrial Warden Staff responsible for national park management and research
Names of individuals in the group (if known)	Strategic Plan training: Dr. Cassander Titley O'Neal, Mrs. Nancy Pascoe. Ms. Zakiya Uzoma-Wadada (trainer) Kew training: Mr. Keith Grant, Mr. Chane Smith, Mr. Dequan Leonard, Ms. Creightanya Brewley, Ms. Kaila Ryan, Mr. Jahkoy Gordon.
Have CVs been provided?	☒ Yes

Q6. Summary of proposed project

This project will build institutional capacity at two levels. At an administrative level senior management require training to effectively implement the National Parks Act which requires a Strategic Plan. This project would provide a facilitator with technical skills from a regional context to strengthen NPTVI's internal capacity to update the existing draft Strategic Plan. At the park management level NPTVI has a young cadre of staff who require foundational botanical training to compliment the existing fieldwork training they have received.

Q7. UKOT involved

Q7a. Please state which UKOT(s) will be involved with the project?

☒ British Virgin Islands (BVI)

* if you have indicated a territory group with an asterisk, please give detail on which territories you are working on here:

No Response

Q7b. Have you included a letter of support from the relevant OT Government(s) and/or OT-based civil society organisation?

☐ No

If not, why not?

NPTVI's cover letter confirms the support for this internal organisational training proposal.

Q8. Project dates

Start date:	End date:	Duration (e.g. 1 year, 2 months):
01 April 2025	31 March 2027	2 years

Q9. Budget summary

	2025/2026	2026/27	2027/2028	Total
Darwin Plus funding request (1 Apr - 31 Mar)	43,620.00	21,550	0.00	£ 65,170.00

Please complete the template below which provides the Budget for this application.

-  [bcf-budget-under-100k NPTVI.BVI](#)
-  20/09/2024
-  21:34:18
-  xlsx 37.78 KB

Section 3 - Principals

Q10. Principals in the project

Please give the details of the individuals from the Lead Organisation (and other organisations if relevant) who would be directly involved in supervising/ working with the beneficiary/ies.

Details	Project Leader	Other Expert	Other Expert	Other Expert
Surname	Titley O'Neal	Pascoe	Heller	Uzoma-Wadada
Forename(s)	Cassander	Nancy	Tom	Zakiya
Post held	Director	Deputy Director	Islands Conservation Partnership Coordinator	Strategic Planning trainer
Organisation	National Parks Trust of the Virgin Islands	National Parks Trust of the Virgin Islands	Royal Botanic Gardens Kew	Independent trainer
Email				

Do you require more fields?

☒ No

Please provide a combined 1-page CV for each of these named individuals and remember to include the beneficiary/ies CVs as part of the PDF.

 [MergedCVs NPTVI](#)

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 20:00:57

 pdf 1.52 MB

Section 4 - Aims, Activities & Achievements

Q11. Describe briefly the aims, activities and achievements of the employing organisation(s) of the proposed beneficiary/ies.

NPTVI is a statutory body within the Ministry of Environment, Natural Resources and Climate Change established in 1961 operating under the National Parks Act 2006. NPTVI has a legal mandate to manage 21 national parks on ten islands and is required to identify new protected areas to ensure long term biodiversity conservation. NPTVI is a leader in the BVI for biodiversity research and conservation management and is recognised as the national authority on native plant conservation.

NPTVI has worked in collaboration with local and international agencies to successfully deliver more than 10 Darwin/DPLUS/DPLocal projects since 1998, serving as the lead partner on five of these projects. NPTVI has the institutional and technical capacity to lead this project as NPTVI is very familiar with the DPLUS funding process. NPTVI has a Financial Comptroller and a dedicated accounts team who will be responsible for financial management, in collaboration with the Project Leader.

Q12. Describe briefly the current role/s of the proposed beneficiary/ies within their organisation(s) and what relevance this has to one or more of the main themes of Darwin Plus.

The Terrestrial Wardens are responsible for conserving biodiversity within designated national parks, identifying threatened plant species, collecting seeds and cuttings for propagation at the Joseph Reynold O'Neal Botanic Garden and conducting fieldwork with Kew scientists during shared Darwin projects. The Wardens are mostly all early career individuals who are learning skills whilst on the job but require more formal training to build a solid foundation for long-term contribution to NPTVI's mandate.

The Director is responsible for institutional oversight to ensure that the national park system protects biodiversity whilst providing economic opportunities for the BVI as the environment is the BVI's 'tourism product', improving the condition of degraded areas within existing parks through restoration, creating a financially sustainable organisation, building a team of employees who are well trained, with a combined goal to fulfil NPTVI's mission. The Deputy Director is responsible for science, research and environmental policy, supporting the Director in all activities, as well as the creation and updates of institutional documents such as the System Plan of Parks and Protected Areas. Recent projects include the creation of a climate change website and environmental monitoring data portal (DPLUS180).

Section 5 - Outcomes & Objectives

Q13. Provide a concept note for the project. This should include:

Q13a. A clear outline of the aim and objectives of the project.

The aim is to strengthen practical hands-on capacity at two levels utilising resources available regionally and internationally. NPTVI and Royal Botanic Gardens Kew (Kew) have a long history of collaboration (20+ years) and Kew botanists have provided in-country training to NPTVI Wardens as part of Darwin Plus projects, for specific conservation tasks including basic plant identification, collection of herbarium vouchers and seed collecting techniques.

The objective of this project is to create a structured training schedule for six Terrestrial Wardens to attend courses at Kew that are a combination of taught courses (Tropical Plant ID) and bespoke training for two persons (horticulture, seed management) over a two-year period that vary from two weeks to three months, respectively. The result will be a team of Wardens who have a strong foundation to build upon their daily conservation work and increased fieldwork skills for biodiversity monitoring of threatened plants.

The second objective is to conduct a series of facilitated training workshops focused on strategic planning for two senior managers, with input from wider NPTVI staff. These workshops will be facilitated by a regional expert with experience in strategic and operational planning for environmental management of NGOs in small island states. The facilitator, Ms. Uzoma-Wadada has conducted similar training for other UK Overseas Territories, including the Turks and Caicos Islands and Montserrat, and will assist the NPTVI Team by sharing regional expertise to provide a broader perspective and guidance to update NPTVI's strategic plan. This process will take place in-country over a six-month period and will enable the senior NPTVI leadership to strengthen its capacity as a local environmental nongovernmental organisation to enhance its efficiency in delivering on its mandate of natural resource management in the BVI.

Q13b. The role of the Project Leader, Lead Organisation and the beneficiary/ies, and others where relevant.

Project Leader – Dr. Cassander Titley O'Neal (shared responsibility with Nancy Pascoe, Deputy Director)
Role will be to organise NPTVI's participation in UK plant training in collaboration with the Kew UK Overseas Territories team. This includes applying for scheduled courses and coordinating with Kew partners on the creation of bespoke training courses (seed management and horticulture), in addition to all logistics associated

with travel and subsistence. Coordination of strategic planning training, including workshop coordination, in-country travel arrangements, collation of background documents and stakeholder engagement.

Lead organisation – NPTVI, led by the Director Dr. Cassander Titley O'Neal, will provide support services to all levels of staff training, including logistical coordination, financial oversight and management.

Beneficiaries – Eight NPTVI staff in total will be trained (See attached Table 1 for breakdown). The two Wardens who will receive additional three-month intense training will share their skills with the rest of the Terrestrial Warden team within two months of their return. They were selected for advanced training due to their previous experience, educational background and position within NPTVI.

Q13c. Where appropriate, how the project will contribute towards one or more of the four themes of Darwin Plus in the OTs i.e. what the expected outcome of the project will be

Updating the draft NPTVI Strategic Plan will directly contribute towards the protection of biodiversity and environmental quality as it will enable NPTVI to be more effective and efficient in its conservation management goals to achieve the greatest impact within the network of national parks.

The project is timely as it will reaffirm NPTVI's role within the BVI as environment managers with a specific mission set within legal requirements as stated in the National Parks Act 2006. This will help to inform the implementation plans for the BVI under the UK Overseas Territory's Biodiversity Strategy which is in development.

This project will directly contribute to capacity building within the BVI as the primary focus is on strengthening NPTVI's staff capacity to grow as an institution and have the internal capacity to update critical guiding documents that keep pace with the evolving state of the Territory, whilst ensuring succession planning for long term park management by investing in early career Terrestrial Wardens.

Section 6 - Legacy & Collaboration

Q14. Legacy

Provide information on how the beneficiary/ies will utilise, promote and disseminate the benefits of the project. Will a strategy be developed during the project to ensure this is achieved?

As mentioned in Q13b the two Terrestrial Wardens who will receive three-month training will be required to share their knowledge during dedicated information sharing sessions upon their return with the rest of the team so that all can benefit from their extended learning. The Terrestrial Wardens attending shorter training courses will also be required to do the same, especially as they will all attend slightly different courses to maximise the opportunity to bring new skills back to NPTVI.

Whilst the Strategic Plan training is aimed at the two senior managers, other senior staff and the NPTVI Board will be included in relevant sessions so that there is a broader understanding and greater institutional strengthening across job positions. The process will be well documented for institutional record keeping and the wider community will be involved in the process so that it is inclusive and objective.

Q15. Priorities

How will the project assist the OT's environmental priorities? Please refer to international or national environmental conventions, treaties, agreements, strategies and/or action plans relevant to the OT as appropriate.

This project directly addresses the Convention on Biological Diversity Aichi Biodiversity Targets: Strategic Goal E – Enhance implementation through participatory planning, knowledge management and capacity building.

The BVI does not have a National Biodiversity Strategy at present, but the National Parks Act 2006 legally requires NPTVI to have a five-year Strategic Plan that will identify the conservation priorities within the existing protected area network and identify gaps requiring the designation of new protected areas. The draft Strategic Plan discussed in Q6 was never formalised by the NPTVI Board and is now outdated. The current NPTVI Board is very supportive of fulfilling this outstanding biodiversity action and building internal capacity to deliver these types of policy documents.

As mentioned in Q13, this is a timely action that will also fulfil obligations for the draft UK Overseas Territory's Biodiversity Strategy.

Q16. Collaboration

What collaboration has there been with the proposed beneficiary/ies to date in developing the proposal, and what collaboration is planned for the duration of the project? Where relevant, describe any consultation or collaboration by the proposed beneficiary/ies within their own territory.

The NPTVI Director has been involved in an ongoing dialogue with the Senior Terrestrial Warden and his team of Wardens for the past six months to devise a training plan that will fit each staff member's required skills, existing skills and educational background. Meetings were held with the staff to understand their family commitments, ability to travel overseas for extended periods and their level of commitment to the NPTVI as an organisation. The training schedule has been created to reflect this feedback.

NPTVI has a close relationship with the UK Overseas Territories (UKOT) team at Kew due to its collaboration with Kew for over 25 years. The UKOT team are current partners in DPLUS 183 with NPTVI and are familiar with all the Terrestrial Wardens who are proposed beneficiaries and so they have helped NPTVI to select the most suitable training options for everyone.

Regarding strategic planning, NPTVI has been advised by another close partner, the Royal Society for the Protection of Birds, as they have worked with the proposed trainer in other UKOTs to achieve the same strategic goals. NPTVI then communicated directly with the trainer, Ms. Zakiya Uzoma-Wadada to discuss training goals, expected outputs, timeframe and budget.

Q17. Where will the beneficiary/ies be based?

Please be specific with organisational details and dates (where more than one location).

(See attached Table 1 for breakdown) The Terrestrial Wardens undertaking plant training will be based at the Royal Botanic Gardens Kew, Richmond, London and the Millenium Seed Bank, Wakehurst, Ardingly, Haywards Heath, Sussex. Accommodation will be organised by the Kew UKOT Team as they receive many students for their courses and have an established network of options. The training will take place over a two-year period (2025/26 and 2026/27).

The Strategic Plan training will take place on Tortola, BVI. The trainer will travel to the BVI from her base in Trinidad to facilitate workshops, but there will also be a hybrid approach of in-person and online sessions that represents greater value for money.

Section 7 - Workplan

Q18. Safeguarding

All projects funded under the Biodiversity Challenge Funds must ensure proactive action is taken to promote the welfare and protect all individuals involved in the project (staff, implementing partners, the public and beneficiaries) from harm. In order to provide assurance of this, projects are required to have specific procedures and policies in operation.

Please upload the following mandatory policies:

- **Safeguarding and/or PSEAH Policy:** including a statement of commitment to safeguarding and a zero tolerance to inaction statement on bullying, harassment and sexual exploitation and abuse. Policy should include a commitment to either Core Humanitarian Standard (CHS), IASC minimum operating standards for PSEA MOS-PSEA) or CAPSEAH minimum standards.
- **Whistleblowing Policy:** which details a clear process for dealing with concerns raised and protects whistle blowers from reprisals.
- **Code of Conduct:** which sets out clear expectations of behaviours – inside and outside the workplace – for staff and volunteers involved in the project and makes clear what will happen in the event of non-compliance or breach of these standards, up to and including dismissal.
- **Safety and Security Policy or Security Plan:** that outlines a plan on how to mitigate and respond to potential health, safety and security threats.

If any of these policies are integrated into a broader policy document or handbook, please upload just the relevant or equivalent sub-sections to the above policies, with (unofficial) English translations where needed.

Please outline how your project will ensure:

1. beneficiaries, the public, implementing partners, and staff are made aware of your safeguarding commitment and how they can confidentially raise a concern,
2. safeguarding issues are investigated, recorded and what disciplinary procedures are in place when allegations and complaints are upheld,
3. you will ensure project partners also meet these standards and policies.

Indicate which minimum standard protocol your project follows and how you meet those minimum standards, i.e. CAPSEAH, CHS, IASC MOS-PSEA. If your approach is currently limited or in the early stages of development, please clearly set out your plans address this.

The Royal Botanic Gardens Kew has a comprehensive Safeguarding Policy which will be used to ensure the wellbeing of all NPTVI staff that receive training at Kew. This policy will be shared with the NPTVI staff prior to their travel and any questions they may have prior to or during their training will be addressed to the Kew Safeguarding Officer. The Head of Safeguarding at Kew has visited the BVI and spent time in the field with the NPTVI Team in 2023 as part of an observation trip to assess Kew's international fieldwork. This gave the NPTVI Team an opportunity to meet and discuss Safeguarding issues and her help was sought to assist NPTVI to draft a Safeguarding Policy, which is still in draft format pending NPTVI Board input and approval. However, the training that will take place in the BVI will be guided by this draft document and amended as needed.

Q19. Workplan

Provide a project workplan that shows the key milestones in project activities.

 [bcf-workplan-NPTVI.2024](#)

 20/09/2024

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Section 8 - Certification

Certification

On behalf of the

Trustees

of

National Parks Trust of the Virgin Islands

I apply for a grant of

£65,170.00

I certify that, to the best of our knowledge and belief, the statements made by us in this application are true and the information provided is correct. I am aware that this application form will form the basis of the project schedule should this application be successful.

(This form should be signed by an individual authorised by the applicant institution to submit applications and sign contracts on their behalf.)

- I enclose one page CVs for the beneficiary/ies, project principals, cover letter, budget, workplan, letter(s) of support, financial evidence (see guidance), and Safeguarding and associated policies as requested in the Guidance Notes.

Checked

Name	Dr. Cassander Titley O'Neal
Position in Organisation	Director
Signed	 <u>Signature 1 - Copy - Copy.</u>  20/09/2024  20:35:06  jpg 183.63 KB
Dated	20 September 2024

Please attach the requested signed Financial Evidence.

-  Q3 2021 Mgmt Acc NPTVI

 20/09/2024

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 pdf 545.5 KB

Please upload the Lead Organisation's Safeguarding and associated policies as a PDF

-  Safeguarding Policy 2024 ENGLISH

 20/09/2024

 20:24:56

 pdf 400.45 KB

Section 9 - Submission Checklist

I have read the Guidance documents, including the “Guidance Notes for Applicants” and “Finance Guidance”.	Checked
I have read, and can meet, the current Terms and Conditions for this fund.	Checked
I have provided actual start and end dates for the project.	Checked
I have provided a budget based on UK government financial years i.e. 1 April – 31 March and in GBP.	Checked
The application has been signed by a suitably authorised individual (clear electronic or scanned signatures are acceptable).	Checked
I have provided the relevant letters of support, cover letter, workplan, and CVs with this application.	Checked
I have attached a copy of the Lead Organisation’s Safeguarding Policy, Whistleblowing Policy, Code of Conduct and Safety and Security Policy or Security Plan (Question 18).	Checked
The additional supporting evidence is in line with the requested evidence, amounts to a maximum of 5 sides of A4, and is combined as a single PDF.	Checked
(If copying and pasting into Flexi-Grant) I have checked that all my responses have been successfully copied into the online application form	Checked
I have checked the Darwin Plus website immediately prior to submission to ensure there are no late updates.	Checked
I have read and understood the Privacy Notice on the Darwin Plus website.	Checked

We would like to keep in touch!

Please check this box if you would be happy for the lead applicant (Flexi-Grant Account Holder) and project leader (if different) to be added to our mailing list. Through our mailing list we share updates on upcoming and current application rounds under the Darwin Initiative, Darwin Plus and our sister grant scheme, the IWT Challenge Fund. We also provide occasional updates on other UK Government activities related to biodiversity conservation and share our quarterly project newsletter. You are free to unsubscribe at any time.

Checked

Data protection and use of personal data

Information supplied in the application form, including personal data, will be used by Defra as set out in the Privacy Notice, available from the [Forms and Guidance Portal](#).

This **Privacy Notice** must be provided to all individuals whose personal data is supplied in the application form. Some information may be used when publicising Darwin Plus including project details (usually title, lead partner, project leader, location, and total grant value).