

## **Darwin Plus: Overseas Territories Environment and Climate Fund Annual Report**

To be completed with reference to the "Writing a Darwin/IWT Report" Information Note: (<https://dplus.darwininitiative.org.uk/resources/reporting-forms-change-request-forms-and-terms-and-conditions/>). It is expected that this report will be a maximum of 20 pages in length, excluding annexes)

**Submission Deadline: 30<sup>th</sup> April 2021**

### **Darwin Plus Project Information**

Project reference	DPLUS 112
Project title	Capacity building in fisheries evidence, networks and management (Virgin Islands)
Territory(ies)	Virgin Islands
Lead organisation	Cefas
Partner institutions	Government of the Virgin Islands, Caribbean Natural Resources Institute (CANARI)
Grant value	£317,282.57
Start/end dates of project	01/04/2020 – 31/03/2023
Reporting period (e.g. Apr 2020-Mar 2021) and number (e.g. Annual Report 1, 2)	1 April 2020 – 31 March 2021 Annual Report 1 (AR_1)
Project Leader name	Rachel Mulholland
Project website/blog/social media	Twitter: @CefasGovUK @CANARICaribbean
Report author(s) and date	Rachel Mulholland (Cefas), Kerry l'Anson (Cefas), Augustine Dominique (CANARI), Melanie Andrews (CANARI), Ainka Granderson (CANARI) Tessa Smith (Virgin Islands Government)

### **1. Project summary**

The project will put the Government of the Virgin Islands in a stronger position to manage fisheries sustainably, by strengthening fisherfolk capacity, governance, infrastructure and skills, including the capture, storage, analysis and interpretation of fisheries evidence data. It will achieve this by creating a formalised network of fisherfolk, reviewing and consolidating the existing evidence base, and developing a geographic information systems (GIS) database to bring together existing and future fisheries data.

The Virgin Islands has a large marine area covering approximately 3,950 square miles. This presents challenges in protecting biodiversity and achieving sustainable fisheries and marine management. Collection and review of evidence for the marine area has, in the past, been sparse and fragmented. Where recent surveys have been undertaken and survey data is available, the relevant government departments do not currently have the capacity to fully interrogate, analyse and interpret these data. Further work is needed to collate the evidence base for the marine area to support decision-making and to be able to progress biodiversity objectives in order to move towards integrated fisheries and marine management for the Virgin Islands marine area, balancing multiple uses and stakeholder interests.

This project will review and consolidate existing evidence, data and maps for the marine area, and produce a centralised GIS fisheries database and fisheries evidence report to improve the

capture and display of fisheries data and support future licensing and management decisions. It will also strengthen fisherfolk capacity and engagement and facilitate the development of a formalised network of fisherfolk in the Virgin Islands to enable a collective voice and greater participation in decision-making. In addition, capability will be built with the Government of the Virgin Islands to support the ongoing management of the evidence base.

The work undertaken as part of this project will promote the integrated management of the Virgin Islands marine area. The project aims to provide a foundation for the Government of the Virgin Islands to progress with its marine environmental objectives and commitments.

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

All partners have been engaged at all points of project planning and delivery throughout the reporting year. Quarterly project meetings are held with all project partners where high-level updates are provided on each of the project workstreams and project level decisions are taken. The minutes from these meetings are provided in Annex 3.

Separate, more informal and ad hoc meetings are held with the relevant staff on the individual work areas and tasks. Minutes from the key planning meetings for these work areas are also provided in Annex 3.

To ensure that the fisherfolk capacity aspect of the project was successfully implemented, meetings were held with members of the team and with key stakeholders. A meeting comprising the CANARI project team and stakeholders from the Department of Agriculture and Fisheries (DOAF) met on 20 January 2021 to review the implementation plan for Output 1 and finalise the approach (minutes from this meeting are included in Annex 3). On 4 February 2021 CANARI met with another stakeholder the Caribbean Network of Fisherfolk Organisations (CNFO), to discuss signing of the contract for provision of support with implementation of Output 1 and to agree on any revisions to the approach. This meeting was crucial given the short time frame remaining for implementation. The meeting agreed that a revised contract would be submitted. This was done and the contract was signed on 6 February 2021. The CANARI team also met with CNFO to discuss the conduct of focus group sessions and to obtain comments on the draft Capacity Needs Survey Instrument (see Annex 4). Other meetings were held with CNFO representatives and the DOAF via phone to clarify issues which were slowing down the progress of work with the Needs Assessment. Any challenges were addressed successfully during these telephone interventions.

## **3. Project progress**

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

#### **Output 1: Creation of a formalised network of fisherfolk**

Activity 1.1 Reporting on the assessment of fisherfolk capacity and networks in the Virgin Islands has been partially completed in Year 1.

Based on an initial desk review of key documents (e.g., fisheries management plans, regulations, Fisheries Act etc.) found online and provided by the DOAF, CANARI prepared a draft Capacity Needs Assessment Survey. This survey set out key questions to help with determining the existing capacity among fisherfolk in the Virgin Islands to self-organise, and the key capacity needs of existing and/or future fisherfolk organisations and networks (formal or informal) in the Virgin Islands to effectively participate in governance at the national level. Due partially to the constraints on travel due to the COVID-19 pandemic, and to decisions on the best modality for implementing Output 1 (see Annex 4), CANARI engaged the services of Bertrand Lettsome, environmental consultant from the Virgin Islands to drive the Needs Assessment process on the ground in the Virgin Islands. The consultant commenced work on 26 February 2021 and immediately engaged with DOAF to organise for the conduct of the survey. CANARI had previously engaged the DOAF for their comments on the draft survey instrument, and the consultant facilitated the process compiling their comments. He also provided comments on the instrument which was revised based on all feedback provided. Once finalised, the survey instrument was shared with Mr. Bertrand Lettsome for his use. From 16-30 March 2021, guided by the survey instrument, Mr. Lettsome conducted the surveys with the aid of staff from the DOAF and compiled the findings from the one-on-one interviews and focus groups that he held with fisherfolk in the Virgin Islands. Interviews/focus groups were

conducted with 27 fisherfolk from Anegada, Jost Van Dyke, Tortola and Virgin Gorda. The consultant submitted the following deliverables on the dates indicated:

Deliverable No. 1 - Technical inputs, including written comments, on the approach and tools for the capacity needs assessment submitted on 12 March 2021.

Deliverable No. 2 - List of participants for virtual interviews and/or focus groups (at least 15-20) to collect information for the capacity needs assessment submitted on 12 March 2021.

Deliverable No.3 - Written reports including notes from completed interviews and/or focus groups submitted on 30 March 2021.

Deliverable No.4 - Technical inputs, including written comments, on fisherfolk capacity and the BVI submitted on 30 March 2021.

The initial target of 15 to 20 interviews with leaders of formal or informal fisherfolk organisations or individual fisherfolk (where organisations do not exist) has been surpassed by the consultant, and this was due partly to the absence of fisherfolk organisations (FFOs) in most areas. A preliminary review of the deliverables suggest that the assessments produced results which support the need for strengthening the capacity of fisherfolk in the Virgin Islands and supporting the development of a formalised network of fisherfolk to enable a collective voice and greater participation in decision-making. An important revelation from the surveys is that there is only one active FFO in the Virgin Islands territories – the Virgin Gorda Fishermen’s Cooperative. However, individual fisherfolk interviewed report that the establishment of FFOs and a strong network will provide greater voice for them and improve their general well-being.

In addition, CANARI and CNFO conducted key informant interviews with civil society representatives and fisherfolk leaders in the Virgin Islands. In total 5 key informant interviews have been conducted and as this report is being finalised, results from these sessions are being compiled.

Activity 1.2 is for the creation of a formalised network of fisherfolk in the Virgin Islands using the CNFO model. This activity is due for completion in Q2 of Year 2. CANARI is currently wrapping up the reporting for activities ending 31 March 2021 linked with Activity 1.1, and will commence work on these activities during the first week of May 2021.

## **Output 2: Fisherfolk capacity building in fisheries management**

All activities under Output 2 are due to be delivered in Project Years 2 & 3 (Activity 2.1 Delivery of fisherfolk training workshops; Activity 2.2 Fisherfolk learning exchanges; Activity 2.3 Implementation of fisheries pilot projects)

### **Output 3: Fisheries evidence report**

Activity 3.1 is the project kick off/planning meeting which was completed in Q1 of Year 1. This was held through an online meeting rather than the planned in-country visit. The minutes for this meeting are included in Annex 3.

Activity 3.2 is the production of draft evidence report. This is due for completion in Q3 of Year 2; however, progress has been made against this activity including a full evidence review and the production of an Evidence Summary Document which is provided in Annex 5.

The remaining activities under Output 3 are due for completion in Project Years 2 and 3 (3.3 Mid-project meeting/progress review; 3.4 Full evidence report produced and delivered to the Department of Agriculture and Fisheries; 3.5 Summary report produced and delivered to the Department of Agriculture and Fisheries; 3.6 Full and summary report published; 3.7 Project end meeting/review and official handover of published reports).

### **Output 4: Central GIS fisheries database**

Activity 4.1 is the project kick off/planning meeting which was completed in Q1 of Year 1. The minutes for this meeting are included in Annex 3.

Activity 4.2 covers the production of the GIS database specification document. This was completed in Q4 of Year 1 and is provided in Annex 6.

Activity 4.3 is the purchase and delivery of required hardware and software to update the GIS capacity within the Virgin Islands. Due to the inability to undertake an in-country visit this year which would have helped in review and assessment of existing hardware capacity, a change

request was submitted (and approved) to move this activity from Year 1 to Year 2. Discussions have been held on the hardware and software requirements (evidenced in meeting minutes and the GIS Specification Document included in Annexes 3 and 6 respectively).

Activity 4.4 encompasses the database development aspect of the project. This is due for completion in Project Year 3. However, progress has been made with this development including agreement on the scope of the database and production of a GIS Specification Document (provided in Annex 6)

The remaining activities under Output 4 are to be fully undertaken in Project Years 2 and 3 (4.5 Mid project meeting/progress review; 4.6 GIS database deployment; 4.7 Complete user acceptance testing; 4.8 Project end meeting/review and official handover of database).

### **Output 5: Government staff capacity building in GIS and data management**

Activity 5.1 is the project kick off/planning meeting which was completed in Q1 of Year 1. The minutes for this meeting are included in Annex 3.

The remaining activities under Output 4 are to be fully undertaken in Project Years 2 and 3 (5.2 First GIS training workshop; 5.3 GIS toolkit user-guide produced; 5.4 Second GIS training workshop; 5.5 GIS database administration guide document produced; 5.6 Project end meeting/review and official handover of training materials).

## **3.2 Progress towards project Outputs**

### **Output 1: Creation of a formalised network of fisherfolk using CNFO model to enable fisherfolk to engage effectively in decision-making and management of fisheries and marine resources.**

Progress has been made on this aspect of the project through engagement with stakeholders and the undertaking of a Capacity Needs Assessment Survey (see Annex 4). The baseline conditions present as this project is being implemented is one in which fisherfolk in the Virgin Islands feel that they were not part of the decision-making process on matters related to their livelihood. There is limited organisation among fisherfolk and while they can communicate with authorities, there isn't a united voice. There is one active FFO in the Virgin Islands (The Virgin Gorda Fishermen's Co-op). The data reviewed so far suggests that the ultimate goal of empowering Virgin Islands' fishers and strengthening fisherfolk capacity and governance in the Virgin Islands will be achieved. The majority of fisherfolk interviewed reported the need for more effective communication with policy makers in the Virgin Islands. They believe that they need to establish strong organisations with capable leadership to provide them with the level of representation needed and also facilitate their participation in decision making on fisheries and other important matters in the Virgin Islands.

### **Output 2: Developed understanding among fisherfolk of sustainable, ecosystem-based fisheries management.**

All work under Output 2 is planned for Project Years 2 and 3.

### **Output 3: Fisheries evidence report produced to improve the display of relevant fisheries evidence, identify key evidence gaps, and inform future fisheries and marine management.**

Progress has been made on the fisheries evidence report aspect of the project. The Cefas project team has undertaken a full evidence review and produced an Evidence Summary Document (Annex 5). This evidence review has been discussed with partners in the Virgin Islands Government and additional evidence provided (evidenced in meeting notes provided in Annex 3). A template for the Evidence Report and draft chapter breakdown and contents has also been agreed with project partners in the Virgin Islands Government (evidenced in meeting notes provided in Annex 3). The measurable indicators for this output have been reviewed and are still considered to be valid and suitable. The timetable for delivery of this output has also been reviewed and it is considered to be on track.

### **Output 4: Central GIS fisheries database created to improve the capture and display of fisheries data.**

Progress has been made on this output with various meetings held between Cefas and the DOAF and GIS Department (meeting notes provided in Annex 3). The GIS Specification Document has also been produced (Annex 6). The Cefas team have identified which components are possible to include in the database and have been working on the plan for transfer into the Virgin Islands system. A diagram of the workflow has been created and the format and method of fisheries data collection has been selected (information included within the Specification Document in Annex 6). The team is working on the database design and have implemented a draft version of the database which will be further developed during Year 2. The measurable indicators for this output have been reviewed and are still considered to be valid and suitable. The timetable for delivery of this output has also been reviewed and it is considered to be on track.

### **Output 5: Enhanced capacity and knowledge among staff members from the Government of the Virgin Islands to manage, maintain and use the fisheries evidence base and GIS database.**

All work under Output 5 is planned for Project Years 2 and 3.

#### **3.3 Progress towards the project Outcome**

Progress toward the Project Outcome is underway; however, the majority of indicators will not be completed until the project end. Progress has been made towards indicator 0.3 (improved collation and display of fisheries data and evidence) through the work on the Fisheries Evidence Report and the GIS Database (as detailed in section 3.2 above). The capacity building included within indicators 0.1 and 0.2 will begin in Project Year 2 and complete in Project Year 3.

#### **3.4 Monitoring of assumptions**

One key assumption has been tested this year:

*“Assumption: Natural disasters, including hurricanes and political or socio-economic disruptions do not disrupt scheduling of project activities.*

*Reason: Unforeseen complications with travel arrangements for in-country training events caused by extreme weather or issues effecting air travel could add significant cost, or lead to delay or even cancellation of events.”*

Due to the impact of Covid-19 and the ongoing travel restrictions, some project activities, including in-country visits, have been unable to proceed this year. A change request has been submitted, and approved, to move all in-country visits to years two and three of the project. We are unsure yet when travel may be able to resume and are continuing to monitor the situation closely.

Due to the unique nature of the current Covid-19 situation, we do not believe this could have been mitigated for.

The assumptions listed in the log frame have been reviewed and these remain valid. There are risks to the project delivery which are captured in an internal risk register document. These are under constant review and escalated when required. The risk register has not been provided with this report; however, it is available on request.

An additional assumption going forward for Year 2 of the project is that travel and working restrictions from Covid-19 will not be extended to a point where Year 2 visits are not able to proceed as planned. We anticipate, however, that this could be the case and the project timetable for next year may be impacted. We will keep this under review in our Project meetings between all partners and will discuss with Darwin if this happens.

## **4. Project support to environmental and/or climate outcomes in the UKOTs**

The project will put the Government of the Virgin Islands in a stronger position to manage fisheries sustainably, by strengthening fisherfolk capacity, governance, infrastructure and skills, including the capture, storage, analysis and interpretation of fisheries evidence data. It will achieve this by creating a formalised network of fisherfolk, reviewing and consolidating the existing evidence base, and developing a geographic information systems (GIS) database to bring together existing and future fisheries data.

There has been a commitment towards marine conservation in the Virgin Islands including the creation of Marine Protected Areas, a Marine Park, and Fisheries Protected Areas. The Government has also agreed a target of 30% protection of nearshore ecosystems and habitats. It is acknowledged that further work is needed to collate the evidence base for the marine area to support decision-making and to be able to progress these objectives in order to move towards integrated fisheries and marine management for the Virgin Islands marine area, balancing multiple uses and stakeholder interests.

The GIS Database and Fisheries Evidence Report work (Outputs 3 and 4) will improve the capture and display of fisheries data and support future licensing and management decisions. In addition, capability built within the Government of the Virgin Islands under Output 5 will support the ongoing management of the evidence base.

The strengthening of fisherfolk capacity and engagement with fisherfolk to facilitate the development of a formalised network of fisherfolk in the Virgin Islands (Outputs 1 and 2) will enable a collective voice and greater participation in decision-making.

All these activities are currently ongoing, however, the progress made during the first year of the project has laid the foundation for the successful delivery of the project which will contribute to the achievement of wider environmental outcomes in the future.

## **5. OPTIONAL: Consideration of gender equality issues**

Due to Covid-19 travel restrictions, no in-person stakeholder meetings or events have yet taken place, and the majority of stakeholder input is planned for Year 2 and 3 of the project. Once stakeholder engagement begins, active steps will be taken by the project team to ensure equal opportunities are available for all genders at training events and workshops.

The Cefas, CANARI and Virgin Islands Government teams working on this project are of mixed genders. Within the management authorities and governmental agencies, we expect the distribution of training benefits to be equal across genders throughout the project lifetime.

While CANARI has not encountered any gender equality issues within the stakeholder engagement undertaken in Year 1, it appears that most if not all of the fisherfolk interviewed were men. It was anticipated within the initial application that fisheries within the Virgin Islands is a male-dominated sector. As part of the reporting and review process for this engagement activity, it is being considered whether additional effort should be made to identify the level of involvement of women in the fisheries sector in the Virgin Islands or whether women play a role in the sector.

## **6. Monitoring and evaluation**

The logical framework is used to assess project milestones. Progress towards the outcome is being made and the overall aims of the project are on course to be achieved by project completion.

Quarterly project meetings are held with all project partners where progress against the project tasks, activities and the implementation timetable are discussed. Minutes and notes are kept from project planning meetings and agreement of any actions or decisions from these meetings are circulated to project partners (minutes from these meetings provided in Annex 3).

Each work package deliverable is reviewed by the Principal Investigator and the Project Manager before distribution to project partners for comment.

Each work package also holds regular meetings with Kerry l'Anson, Cefas project manager, to go through a checklist of project progress and risk assessment. The systems in place enable proactive management of the project.

## **7. Lessons learnt**

The lessons taken from Year 1 of the project were mainly related to communication between project partners. Due to the Covid-19 travel restrictions, all meetings and communication with partners has taken place online, including the initial project kick-off and planning meeting. This was more challenging than an in person, in-country meeting would have been as it is harder to collaborate and brainstorm as well as get to know project partners when not able to meet face-

to-face. Communication can also be restricted by time differences, availability, and issues with unreliable technology or internet connections. All partners have worked hard throughout the year to facilitate project communication and build working relationships remotely.

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

N/A.

## **9. Other comments on progress not covered elsewhere**

None.

## **10. Sustainability and legacy**

The majority of deliverables will be completed during Years 2 and 3 of the project. As a result, it is considered that overall capacity within the Virgin Islands has not increased during the first year of the project; however, the foundation has been set to provide lasting change over the following two years and beyond.

Work has been done on the development of the GIS database, including the agreement of the scoping document (provided in Annex 6) which will lay the foundation for the establishment of the database and the GIS training throughout the rest of the project. Similarly, work has begun on the production of the Fisheries Evidence Report including a full evidence review and the production of an Evidence Summary Document (provided in Annex 5) this will feed into the production of the draft report in Year 2.

Project sustainability is fundamental to the fisherfolk capacity Outputs being delivered by CANARI. Once FFOs are established and their governance mechanisms strengthened, this will form the basis for empowering Virgin Islands fishers and provide them with the necessary capacity for participation in the decision-making process either directly or through their elected representatives. Effective organisations will result in sustainable organisation that can withstand the test of time. The work undertaken this year on stakeholder engagement and the Capacity Needs Assessment Survey (see Annex 4) will set the foundation for the progression of these Outputs over the rest of the project duration.

## **11. Darwin identity**

The project team has publicised the Darwin Initiative as funders for the project at every opportunity. All presentation slides and shared documents include the Darwin logo, along with any published materials. A joint press release was published by all project partners at the start of the project which included the Darwin logo and information on the Darwin Initiative as well as acknowledgement of the project funding. The project launch was also announced on Twitter and linked the @Darwin\_Defra account. The press release and launch tweet are included in Annex 7.

## **12. Impact of COVID-19 on project delivery**

The main impact Covid-19 on the project has been the ongoing travel restrictions. Some project activities, including in-country visits and stakeholder engagement, have been unable to proceed this year as planned. Work has been undertaken remotely where possible (for example the project kick-off and planning meetings were held online). A change request was submitted, and approved, to move all in-country visits to Years 2 and 3 of the project. We are unsure yet when travel may be able to resume and are continuing to monitor the situation closely.

We anticipate that travel and working restrictions from Covid-19 will continue into Project Year 2. Currently, we estimate that we may be able to resume in-country visits and stakeholder engagement events from Q3 of Project Year 2. If this is the case, we should be able to complete all Year 2 activities as planned. However, if the situation changes, or we are unable to resume visits at this time, it may be necessary to consider additional adjustments to project plans. This may be to see if some activities can be undertaken remotely, or to submit an additional change request to extend the project duration and/or move some activities into Year 3.

Cefas has updated its health and safety and travel plans due to Covid. Additionally, individual travel plan documents are produced for every overseas visit and these include emergency protocols, first aid plans, key contacts, etc. (an example travel plan document can be provided

on request) Before any in-country visits take place, these will be fully discussed with the Principal Investigator and Project Manager and travel plans will be agreed and signed off. Any in person meetings and/or stakeholder events will be planned in full alignment with the Covid guidelines and restrictions of the relevant country, including the number of attendees, sanitisation of materials and equipment, and any social distancing or mask wearing required.

**13. Safeguarding**

Please tick this box if any safeguarding violations have occurred during this financial year.

If you have ticked the box, please ensure these are reported to [ODA.safeguarding@defra.gov.uk](mailto:ODA.safeguarding@defra.gov.uk) as indicated in the T&Cs.

Cefas has in place, and maintains, all of the following:

- a safeguarding policy, which includes a statement of our commitment to safeguarding and a zero-tolerance statement on bullying, harassment and sexual exploitation and abuse
- a detailed register of safeguarding issues raised and how they were dealt with
- clear investigation and disciplinary procedures to use when allegations and complaints are made, and have clear processes in place for when a disclosure is made
- a whistle-blowing policy which protects whistle blowers from reprisals and includes clear processes for dealing with concerns raised
- a Code of Conduct for staff and volunteers that sets out clear expectations of behaviours - inside and outside the work place - and make clear what will happen in the event of non-compliance or breach of these standards

Cefas also shares its safeguarding policy with downstream partners.

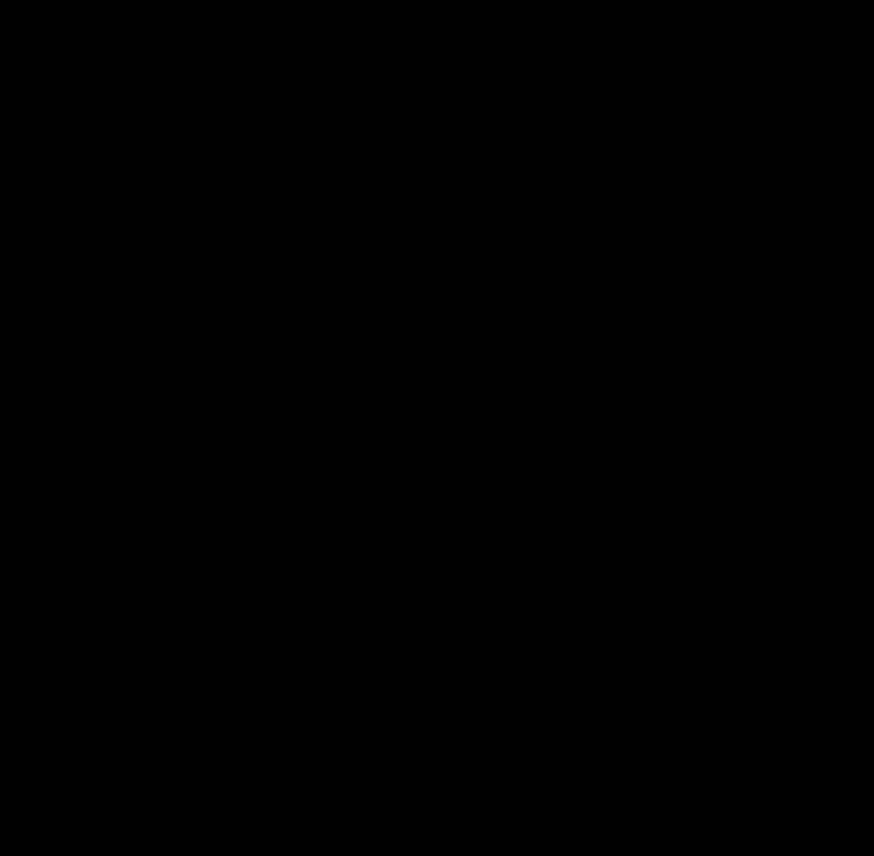
**14. Project expenditure**

**Table 1: Project expenditure during the reporting period (1 April 2020 – 31 March 2021)**

Project spend (indicative) in this financial year	2020/21 D+ Grant (£)	2020/21 Total actual D+ Costs (£)	Variance %	Comments (please explain significant variances)
Staff costs (Cefas)				
Consultancy costs (Cefas)				
Overhead Costs (Cefas)				
Travel and subsistence (Cefas)				
Operating Costs (Cefas)				
Capital items (Cefas)				



Others (Cefas)
Staff costs (CANARI & CNFO)
Consultancy costs (CANARI & CNFO)
Overhead Costs (CANARI & CNFO)
Travel and subsistence (CANARI & CNFO)
Operating Costs (Cefas)
Capital items (CANARI & CNFO)
Others (CANARI & CNFO)
<b>TOTAL</b>



**Annex 1: Report of progress and achievements against Logical Framework for Financial Year 2020-2021 – if applicable**

Project summary	Measurable Indicators	Progress and Achievements April 2020 - March 2021	Actions required/planned for next period
<p><b>Impact</b></p> <p>Improved long-term, sustainable management of fisheries in the Virgin Islands.</p>		<p>The majority of deliverables under this project will be completed during Years 2 and 3. As a result, it is considered that there are, as yet, no significant contributions to report towards achievement of the wider project impact. However, it is considered that the progress made during the first year of the project has laid the foundation for the successful delivery of the project which will contribute to the achievement of wider environmental outcomes in the future.</p>	
<p><b>Outcome</b></p> <p>Enhanced knowledge and capacity of Government of the Virgin Islands staff, fisherfolk and key fisheries stakeholders for fisheries management and improved collation and display of fisheries data and evidence.</p>	<p>0.1 At least six fisheries scientists and managers within the Department of Agriculture and Fisheries of the Government of the Virgin Islands demonstrate increased capacity to use GIS to manage and analyse fisheries data by end of project.</p> <p>0.2 At least 25 fisherfolk and fisheries stakeholders demonstrate increased knowledge of sustainable fisheries management by end of project.</p> <p>0.3 Improved collation and display of fisheries data and evidence by end of project.</p>	<p>Progress has been made on achieving the project outcome (see also Section 3.3 for additional comments on progress toward project outcome).</p> <p>Although these measurable indicators will not be fully delivered or achieved until the end of project Year 3, progress made under the outputs is contributing to these indicators already.</p> <p>Indicator 0.2 has been progressed through the report on the assessment of fisherfolk capacity and networks developed under Output 1 which will feed into work with fisheries stakeholders.</p> <p>Indicator 0.3 has been progressed through the developing GIS database and Fisheries Evidence Report under Outputs 3 and 4 which, when completed, will improve the collation</p>	<p>For measurable indicator 0.1, the GIS hardware and software will be purchased and delivered during Year 2 for use by Virgin Islands staff for database management and training. The first GIS training workshop is also scheduled to take place during Q3 of Year 2.</p> <p>For measurable indicator 0.2, the Capacity Needs Assessment Survey will be completed and a network of FFO's will be launched in the Virgin Islands.</p> <p>For measurable indicator 0.3, work will continue in Year 2 on the development of the GIS database and the production of the Fisheries Evidence Report.</p>

Project summary	Measurable Indicators	Progress and Achievements April 2020 - March 2021	Actions required/planned for next period
		and display of fisheries data and evidence.	
<b>Output 1.</b> Creation of a formalised network of fisherfolk using CNFO model to enable fisherfolk to engage effectively in decision-making and management of fisheries and marine resources.	1.1 Organised national network of fisherfolk established by project year two.  1.2 Attendance and engagement of at least three fisherfolk as the national network's representatives at key government stakeholder meetings and workshops over project years two and three.	Progress has been made toward achieving this output.  Activity 1.1 has been partially completed and Activity 1.2 is ongoing.  Measurable indicator 1.1 will be delivered during Project Year 2 and measurable indicator 1.2 will be partially progressed during Year 2 and fully delivered by the end of Project Year 3 in line with the project timetable.	
Activity 1.1. Report on the assessment of fisherfolk capacity and networks in the Virgin Islands.		Partially completed. Evidence provided in section 3.2 and Annex 4. The Deliverables from the consultancy to conduct a Capacity Needs Assessment of fisherfolk and FFOs in the Virgin Islands have been received and the final report to inform the establishment of a formalised network is being compiled.	Discussion of Report on the assessment of fisherfolk capacity and networks in the Virgin Islands to arrive at a framework for establishing a formalised network of FFO's will be undertaken in Q1 of Year 2.
Activity 1.2. Creation of a formalised network of fisherfolk in the Virgin Islands using the CNFO model		Activity to be completed in Year 2.	
<b>Output 2.</b> Developed understanding among fisherfolk of sustainable, ecosystem-based fisheries management.	2.1 At least 25 fisherfolk have attended a training workshop by the end of project year two and can demonstrate learning gained from these workshops.  2.2 At least three BVI fisherfolk representatives have taken part in fisherfolk learning exchanges with other Caribbean islands by the end of project year three.	All activities and measurable indicators for this output will be delivered during Project Years 2 and 3 in line with the project timetable.	

Project summary	Measurable Indicators	Progress and Achievements April 2020 - March 2021	Actions required/planned for next period
	2.3 At least three pilot projects to demonstrate best practices and innovations in sustainable fisheries and marine management implemented by the end of project year three.		
Activity 2.1. Delivery of fisherfolk training workshops		Activity to be completed in Year 2.	The training workshops are currently planned for Q3 and Q4 of Year 2. However, this will be kept under review given the ongoing travel issues from Covid-19.
Activity 2.2. Fisherfolk learning exchanges.		Activity to be completed in Year 3.	N/A
Activity 2.3. Implementation of fisheries pilot projects.		Activity to be completed in Year 3.	N/A
<b>Output 3.</b> Fisheries evidence report produced to improve the display of relevant fisheries evidence, identify key evidence gaps, and inform future fisheries and marine management.	3.1 Fisheries Evidence Report and Summary Report produced and delivered to the Department of Agriculture and Fisheries of the Government of the Virgin Islands by the end of project year three.	Progress has been made toward achieving this output. Activity 3.1 has been completed and activity 3.2 is ongoing. The measurable indicator for this output will be delivered during Project Year 3 in line with the project timetable.	
Activity 3.1. Project kick off/planning meeting.		Completed. Evidence provided in section 3.2 and Annex 3.	N/A
Activity 3.2. Production of draft evidence report.		Activity to be completed in Year 2.	This work will be undertaken in Q1-3 of Year 2.
Activity 3.3. Mid-project meeting/progress review.		Activity to be completed in Year 2.	This will be undertaken in Q2 of Year 2.
Activity 3.4. Full evidence report produced and delivered to the Department of Agriculture and Fisheries.		Activity to be completed in Year 3.	N/A
Activity 3.5. Summary report produced and delivered to the Department of Agriculture and Fisheries.		Activity to be completed in Year 3.	N/A
Activity 3.6. Full and summary report published.		Activity to be completed in Year 3.	N/A

Project summary	Measurable Indicators	Progress and Achievements April 2020 - March 2021	Actions required/planned for next period
Activity 3.7. Project end meeting/review and official handover of published reports.		Activity to be completed in Year 3.	N/A
<b>Output 4.</b> Central GIS fisheries database created to improve the capture and display of fisheries data.	4.1 Central fisheries GIS database and associated toolkit created, deployed and handed over to the Department of Agriculture and Fisheries of the Government of the Virgin Islands by quarter three of project year three.	Progress has been made toward achieving this output. Activities 4.1 and 4.2 have been completed and activities 4.3 and 4.4 are ongoing. The measurable indicator for this output will be delivered during Project Year 3 in line with the project timetable.	
Activity 4.1. Project kick off/planning meeting.		Completed. Evidence provided in section 3.2 and Annex 3.	N/A
Activity 4.2. GIS database specification document produced.		Completed. Evidence provided in section 3.2 and Annex 6.	N/A
Activity 4.3. Purchase and delivery of required hardware and software.		Activity moved through change request to Year 2.	This will be undertaken in Q1 and Q2 of Year 2.
Activity 4.4. Database development.		In progress. Evidence provided in section 3.2 and Annex 6. The remainder of this activity will be undertaken in Year 2 and 3.	Work will continue on the development of the GIS database during Year 2 in line with the timetable and plan set out in the GIS Specification Document (Annex 6).
Activity 4.5. Mid project meeting/progress review.		Activity to be completed in Year 2.	This will be undertaken in Q2 of Year 2.
Activity 4.6. GIS database deployment.		Activity to be completed in Year 3.	N/A
Activity 4.7. Complete user acceptance testing.		Activity to be completed in Year 3.	N/A
Activity 4.8. Project end meeting/review and official handover of database.		Activity to be completed in Year 3.	N/A
<b>Output 5.</b> Enhanced capacity and knowledge among staff members from the Government of the Virgin Islands to	5.1 At least six staff members from the Department of Agriculture and Fisheries of the Government of the Virgin Islands have attended a training workshop on increasing GIS	All activities and measurable indicators for this output will be delivered during Project Years 2 and 3 in line with the project timetable.	

Project summary	Measurable Indicators	Progress and Achievements April 2020 - March 2021	Actions required/planned for next period
manage, maintain and use the fisheries evidence base and GIS database.	<p>knowledge by the end of project year two and can demonstrate learning gained from the workshop.</p> <p>5.2 GIS toolkit-user guide produced and delivered to the Department of Agriculture and Fisheries of the Government of the Virgin Islands by end of project year two.</p> <p>5.3 At least six staff members from the Department of Agriculture and Fisheries of the Government of the Virgin Islands have attended training on using the fisheries GIS database by quarter three of project year three and can demonstrate learning gained from the training.</p> <p>5.4 GIS database administration guide document produced and delivered to Government of the Virgin Islands the Department of Agriculture and Fisheries of the Government of the Virgin Islands by quarter three of project year three.</p>		
Activity 5.1. Project kick off/planning meeting.		Completed. Evidence provided in section 3.2 and Annex 3.	N/A
Activity 5.2. First GIS training workshop.		Activity to be completed in Year 2.	The first training workshop is currently planned for Q3 of Year 2. However, this will be kept under review given the ongoing travel issues from Covid-19.
Activity 5.3. GIS toolkit user-guide produced.		Activity to be completed in Year 2.	The user-guide will be produced following the first training workshop. It is planned to be developed during

Project summary	Measurable Indicators	Progress and Achievements April 2020 - March 2021	Actions required/planned for next period
			Q2 and 3 of Year 2; however, if the workshop is delayed this activity may also be delayed.
Activity 5.4. Second GIS training workshop.		Activity to be completed in Year 3.	N/A
Activity 5.5. GIS database administration guide document produced.		Activity to be completed in Year 3.	N/A
Activity 5.6. Project end meeting/review and official handover of training materials.		Activity to be completed in Year 3.	N/A

## Annex 2: Project's full current logframe as presented in the application form (unless changes have been agreed) - if applicable

*N.B. if your application's logframe is presented in a different format in your application, please transpose into the below template. Please feel free to contact [Darwin-Projects@ltsi.co.uk](mailto:Darwin-Projects@ltsi.co.uk) if you have any questions regarding this.*

Project summary	Measurable Indicators	Means of verification	Important Assumptions
<b>Impact:</b> Improved long-term, sustainable management of fisheries in the Virgin Islands.			
<p>Outcome:</p> <p>Enhanced knowledge and capacity of Government of the Virgin Islands staff, fisherfolk and key fisheries stakeholders for fisheries management and improved collation and display of fisheries data and evidence.</p>	<p>0.4 At least six fisheries scientists and managers within the Department of Agriculture and Fisheries of the Government of the Virgin Islands demonstrate increased capacity to use GIS to manage and analyse fisheries data by end of project.</p> <p>0.5 At least 25 fisherfolk and fisheries stakeholders demonstrate increased knowledge of sustainable fisheries management by end of project.</p> <p>0.6 Improved collation and display of fisheries data and evidence by end of project.</p>	<p>0.1a Pre- and post-training assessment of knowledge and capacity by trainers and trainees, provided in annual project reports.</p> <p>0.1b Evidence of increased GIS software and hardware capabilities delivered to the Department of Agriculture and Fisheries of the Government of the Virgin Islands, through receipts and records of database hardware and software purchased and delivered to Virgin Islands, included in project reports.</p> <p>0.2a Pre- and post-training assessment of knowledge and capacity by trainers and trainees, provided in annual project reports.</p> <p>0.2b Evidence of participation with fisherfolk organisation established as part of the project, through CNFO and organisation records, workshop attendee lists and reports.</p> <p>0.2c Increased attendance at and engagement in government stakeholder meetings on fisheries management at the end of the project compared to the start of the project, demonstrated through meeting and workshop attendee lists and reports.</p>	<p>Assumption: Government staff and other stakeholders, particularly fisherfolk, are able to participate in organised events and training.</p> <p>Reason: Due to the nature of the fisheries sector and the smaller team sizes within the Government Ministries, as well as travel required between islands to attend events, it is possible that unforeseen issues with work commitments, weather, or travel arrangements could lead to last minute availability issues.</p> <p>Mitigation: Trainers will be flexible and open to accommodate any unforeseen availability issues, for example considering last-minute alterations to start or finish times or locations of training events if necessary.</p> <p>Assumption: Government priorities towards fisheries management don't change during the timeframe of the project.</p> <p>Reason: As the project covers a period of three years it is possible that political changes, including high-level changes in policy direction, could take place during the duration of the project.</p> <p>Mitigation: Discussions have taken place during the design phase of the</p>



		<p>0.3a New GIS fisheries database developed and live.</p> <p>0.3b Fisheries evidence report produced and published.</p> <p>0.3c Summary fisheries evidence report produced and published.</p> <p>03.d Guidance documents developed and delivered to the Department of Agriculture and Fisheries of the Government of the Virgin Islands for the continued, independent management of the evidence base.</p>	<p>project with several Government Ministry representatives and the Government have confirmed their support for the whole project in their letter of support.</p> <p>Assumption: Natural disasters, including hurricanes and political or socio-economic disruptions do not disrupt scheduling of project activities.</p> <p>Reason: Unforeseen complications with travel arrangements for in-country training events caused by extreme weather or issues effecting air travel could add significant cost, or lead to delay or even cancellation of events.</p> <p>Mitigation: Consideration will be given to planned dates of travel in relation to the Caribbean hurricane season and UK winter to minimise the chance of extreme weather impacting travel plans. Travel bookings will also be insured.</p>
<p>1. Creation of a formalised network of fisherfolk using CNFO model to enable fisherfolk to engage effectively in decision-making and management of fisheries and marine resources.</p>	<p>1.1 Organised national network of fisherfolk established by project year two.</p> <p>1.2 Attendance and engagement of at least three fisherfolk as the national network's representatives at key government stakeholder meetings and workshops over project years two and three.</p>	<p>1.1a CNFO network records and documentation.</p> <p>1.1b Record of associated members / list of fisherfolk in network available from CNFO.</p> <p>1.2a Fisherfolk organisation records available from CNFO.</p> <p>1.2b Meeting and workshop attendee lists/records.</p> <p>1.2c Workshop reports.</p> <p>1.2d Meeting minutes.</p>	<p>Assumption: Fisherfolk are available to contribute to stakeholder engagement process and willing to be represented by one organisation.</p> <p>Reason: Due to the transient and changing nature of the fisheries sector, as well as travel required between islands to attend meetings, it is possible that unforeseen issues with work commitments, weather, or travel arrangements could lead to last minute availability issues.</p> <p>Mitigation: Trainers will be flexible and open to accommodate any unforeseen availability issues, for example considering last-minute alterations to start or finish times or locations of training events if necessary.</p>

			Discussions will also take place throughout the project to ensure the engagement of fisherfolk is maintained.
2. Developed understanding among fisherfolk of sustainable, ecosystem-based fisheries management.	<p>2.1 At least 25 fisherfolk have attended a training workshop by the end of project year two and can demonstrate learning gained from these workshops.</p> <p>2.2 At least three BVI fisherfolk representatives have taken part in fisherfolk learning exchanges with other Caribbean islands by the end of project year three.</p> <p>2.3 At least three pilot projects to demonstrate best practices and innovations in sustainable fisheries and marine management implemented by the end of project year three.</p>	<p>2.1a Workshop attendee lists/records. 2.1b Training materials shared with attendees and available to view. 2.1c Workshop reports, including photos. 2.1d Pre- and post-training questionnaires to assess the level of relevant knowledge before and after workshops. 2.1e Attendee assessments and evaluations.</p> <p>2.2a Attendance records. 0.2b Event reports, including photos. 0.2c Stakeholder assessments and evaluations.</p> <p>2.3a Project proposals and submission paperwork produced by fisheries stakeholders. 2.3b Project reports. 2.3c Stakeholder evaluations and feedback.</p>	<p>Assumption: Fisherfolk are available to participate in organised training events and fisherfolk learning exchanges. Reason: Due to the nature of the fisheries sector, as well as travel required between islands to attend events, it is possible that unforeseen issues with work commitments, weather, or travel arrangements could lead to last minute availability issues. Mitigation: Trainers will be flexible and open to accommodate any unforeseen availability issues, for example considering last-minute alterations to start or finish times or locations of training events if necessary.</p> <p>Assumption: Travel for delivering workshops and training is not impacted by extreme weather leading to evacuation from country or cancellation part way through events. Reason: Unforeseen complications with travel arrangements for in-country training events caused by extreme weather or issues effecting air travel could add significant cost, delay or even cancellation of events. Mitigation: Consideration will be given to planned dates of travel in relation to the Caribbean hurricane season to minimise the chance of extreme weather impacting travel plans.</p>

<p>3. Fisheries evidence report produced to improve the display of relevant fisheries evidence, identify key evidence gaps, and inform future fisheries and marine management.</p>	<p>3.1 Fisheries Evidence Report and Summary Report produced and delivered to the Department of Agriculture and Fisheries of the Government of the Virgin Islands by the end of project year three.</p>	<p>3.1a Full and Summary Reports published in hard copy.  3.1b Full and Summary Reports publicly available online.  3.1c Records confirming full and summary reports sent.  3.1d Receipt of acknowledgement of full and summary reports from the Department of Agriculture and Fisheries of the Government of the Virgin Islands.  3.1e Photos and documentation of physical handover of hard copy published reports.  3.1f Cefas press release/statement.</p>	<p>Assumptions:  Information is available and provided by relevant Government departments and other key implementing organisations within the required timeframe.  Government staff are available to review, co-ordinate and approve report within the required timeframe.</p> <p>Reason: Due to the nature of the work and the smaller team sizes within the Government Ministries, it is possible that unforeseen issues with work commitments, could lead to last minute availability issues for meetings, input and reviewing project work and reports.  Mitigation: Regular catch-up and review meetings will take place with project partners to try and anticipate any issues with workload and partner input.</p>
<p>4. Central GIS fisheries database created to improve the capture and display of fisheries data.</p>	<p>4.1 Central fisheries GIS database and associated toolkit created, deployed and handed over to the Department of Agriculture and Fisheries of the Government of the Virgin Islands by quarter three of project year three.</p>	<p>4.1a Live database accessible to the Department of Agriculture and Fisheries of the Government of the Virgin Islands – photos and screenshots from during and after database deployment.  4.1b GIS database screenshots included in project report.  4.1c Records of database hardware purchased and delivered to Virgin Islands, included in project reports.  4.1d Written confirmation from the Department of Agriculture and Fisheries of the Government of the Virgin Islands of satisfactory User Acceptance Testing, implementation and handover.  4.1e Photos and signed confirmation of in-person official handover of database.  4.1f Cefas press release/statement.</p>	<p>Assumption: Government department IT infrastructure can integrate the new hardware without additional, unplanned IT purchases.  Reason: Any unforeseen issues with Government IT infrastructure could lead to larger project costs for the database set up and development.  Mitigation: During the project development phase, discussions have taken place with the relevant Government Ministry and information has been gathered on the current database infrastructure to allow a realistic estimate of costs.</p> <p>Assumption: Government has the human resources to maintain the PostgreSQL GIS database.</p>

			<p>Reason: Due to the smaller team sizes within the Government Ministry and the potential for staff changes and vacancies over the duration of the project, it is possible that staff resources could fall, therefore putting pressure on the staff's availability for maintaining the database.</p> <p>Mitigation: Discussions have taken place during the design phase of the project with several Government Ministry representatives on the maintenance of the database after the end of the project. The Government have also confirmed their support for this in their letter of support.</p> <p>Assumption: Government staff are available to review and approve database documentation within the required timeframe.</p> <p>Reason: Due to the nature of the work and the smaller team sizes within the Government Ministries, it is possible that unforeseen issues with work commitments, could lead to last minute availability issues for meetings, input and reviewing project work and reports.</p> <p>Mitigation: Regular catch-up and review meetings will take place with project partners to try and anticipate any issues with workload and partner input.</p>
5. Enhanced capacity and knowledge among staff members from the Government of the Virgin Islands to manage, maintain and use the fisheries evidence base and GIS database.	5.1 At least six staff members from the Department of Agriculture and Fisheries of the Government of the Virgin Islands have attended a training workshop on increasing GIS knowledge by the end of project year two and can demonstrate learning gained from the workshop.	5.1a Workshop attendee lists/records. 5.1b Workshop report, including photos. 5.1c Pre- and post-training questionnaires to assess the level of relevant knowledge before and after workshop. 5.1d Attendee feedback and evaluation forms.	<p>Assumption: Government staff are available to participate in organised training workshops.</p> <p>Reason: Due to the nature of the work and the smaller team sizes within the Government Ministries, as well as travel required between islands to attend events, it is possible that unforeseen</p>

	<p>5.2 GIS toolkit-user guide produced and delivered to the Department of Agriculture and Fisheries of the Government of the Virgin Islands by end of project year two.</p> <p>5.3 At least six staff members from the Department of Agriculture and Fisheries of the Government of the Virgin Islands have attended training on using the fisheries GIS database by quarter three of project year three and can demonstrate learning gained from the training.</p> <p>5.4 GIS database administration guide document produced and delivered to Government of the Virgin Islands the Department of Agriculture and Fisheries of the Government of the Virgin Islands by quarter three of project year three.</p>	<p>5.2a GIS toolkit-user guide available at request from the Department of Agriculture and Fisheries of the Government of the Virgin Islands.</p> <p>5.2b Records confirming user guide sent.</p> <p>5.2c Receipt of acknowledgement of user guide from the Department of Agriculture and Fisheries of the Government of the Virgin Islands.</p> <p>5.2d Photos and documentation of physical handover of all GIS training materials at end of project including user guide.</p> <p>5.2e Cefas press release/statement.</p> <p>5.3a Training attendee lists/records.</p> <p>5.3b Training report, including photos.</p> <p>5.3c Pre- and post-training questionnaires to assess the level of relevant knowledge before and after training event.</p> <p>5.3d Attendee feedback and evaluation forms.</p> <p>5.4a GIS database administration guide available at request from the Department of Agriculture and Fisheries of the Government of the Virgin Islands.</p> <p>5.4b Records confirming administration guide sent.</p> <p>5.4c Receipt of acknowledgement of administration guide from the Department of Agriculture and Fisheries of the Government of the Virgin Islands.</p> <p>5.4d Photos and documentation of physical handover of all GIS training materials at end of project including administration guide.</p>	<p>issues with work commitments, weather, or travel arrangements could lead to last minute availability issues. Mitigation: Trainers will be flexible and open to accommodate any unforeseen availability issues, for example considering last-minute alterations to start or finish times or locations of training events if necessary.</p> <p>Assumption: Travel for delivering workshops and training is not impacted by extreme weather leading to evacuation from country or cancellation part way through visit. Reason: Unforeseen complications with travel arrangements for in-country training events caused by extreme weather or issues effecting air travel could add significant cost or lead to delay or even cancellation of events. Mitigation: Consideration will be given to planned dates of travel in relation to the Caribbean hurricane season and UK winter to minimise the chance of extreme weather impacting travel plans. Travel bookings will also be insured.</p>
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		5.5e Cefas press release/statement.	
<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>Output 1: Creation of a formalised network of fisherfolk</p> <p>1.1 Report on the assessment of fisherfolk capacity and networks in the Virgin Islands.</p> <p>1.2 Creation of a formalised network of fisherfolk in the Virgin Islands using the CNFO model.</p> <p>Output 2: Fisherfolk capacity building in fisheries management</p> <p>2.1 Delivery of fisherfolk training workshops.</p> <p>2.2 Fisherfolk learning exchanges.</p> <p>2.3 Implementation of fisheries pilot projects.</p> <p>Output 3: Fisheries evidence report</p> <p>3.1 Project kick off/planning meeting.</p> <p>3.2 Production of draft evidence report.</p> <p>3.3 Mid-project meeting/progress review.</p> <p>3.4 Full evidence report produced and delivered to the Department of Agriculture and Fisheries.</p> <p>3.5 Summary report produced and delivered to the Department of Agriculture and Fisheries.</p> <p>3.6 Full and summary report published.</p> <p>3.7 Project end meeting/review and official handover of published reports.</p> <p>Output 4: Central GIS fisheries database</p> <p>4.1 Project kick off/planning meeting.</p> <p>4.2 GIS database specification document produced.</p> <p>4.3 Purchase and delivery of required hardware and software.</p> <p>4.4 Database development.</p> <p>4.5 Mid project meeting/progress review.</p> <p>4.6 GIS database deployment.</p> <p>4.7 Complete user acceptance testing.</p> <p>4.8 Project end meeting/review and official handover of database.</p> <p>Output 5: Government staff capacity building in GIS and data management</p> <p>5.1 Project kick off/planning meeting.</p>			

5.2 First GIS training workshop.

5.3 GIS toolkit user-guide produced.

5.4 Second GIS training workshop.

5.5 GIS database administration guide document produced.

5.6 Project end meeting/review and official handover of training materials.