

Applicant: **Hamilton, Martin**  
Organisation: **Royal Botanic Gardens, Kew**  
Funding Sought: **£304,743.00**  
Funding Awarded: **£304,743.00**

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# **DPR8S2\1009**

**DPLUS114 Tropical Important Plant Areas and Important Plant Species in TCI**

## PRIMARY APPLICANT DETAILS

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**Title** Dr  
**Name** Martin  
**Surname** Hamilton  
**Organisation** Royal Botanic Gardens, Kew  
**Website (Work)** [REDACTED]  
[REDACTED]  
**Tel (Work)** [REDACTED]  
**Email (Work)** [REDACTED]  
**Address** [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

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## Section 1 - Contact Details

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### PRIMARY APPLICANT DETAILS

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**Title** Dr  
**Name** Martin  
**Surname** Hamilton  
**Organisation** Royal Botanic Gardens, Kew  
**Website (Work)** [REDACTED]  
[REDACTED]  
**Tel (Work)** [REDACTED]  
**Email (Work)** [REDACTED]  
**Address** [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

### GMS ORGANISATION

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Type	General
<b>Name</b>	Royal Botanic Gardens, Kew
<b>Phone (Work)</b>	[REDACTED]
<b>Email (Work)</b>	[REDACTED]
<b>Website (Work)</b>	[REDACTED]
<b>Address</b>	[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]

## Section 2 - Title, Dates & Budget Summary

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### Q3a. Project title

DPLUS114 Tropical Important Plant Areas and Important Plant Species in TCI

### Q3b. What was your Stage 1 reference number? e.g. DPR8S1\10008

DPR8S1\1047

### Q4. UKOT(s)

**Which UK Overseas Territory(ies) will your project be working in? You may select more than one**

**UKOT from the options below.**

Turks & Caicos Islands (TCI)

**Q4b. In addition to the UKOTs you have indicated, will your project directly benefit any other Territories or country(ies)?**

Yes

**Please list below.**

Several territories (Anguilla, Bermuda, Cayman Islands and Montserrat) and Caribbean nations (particularly Bahamas and Cuba) will directly benefit through access to digitised specimens, threat assessment of shared species and further refinement of the TIPAs workflow through this project.

**Q5. Project dates**

**Start date:**

01 April 2020

**End date:**

31 March 2023

**Duration (e.g. 2 years, 3 months):**

3 years

**Q6. Budget summary**

Year:	2020/21	2021/22	2022/23	Total request
Darwin funding request (Apr - Mar)	£ [REDACTED]	[REDACTED]	[REDACTED]	£ 304,743.00

**Q6a. Do you have proposed matched funding arrangements?**

Yes

**What matched funding arrangements are proposed?**

All DECR staff time and vehicle fuel to the value of £ is proposed match-funding demonstrating the=TCI Government’s commitment to this project. Proposed match-funding from Kew for staff costs and=overheads for Kew staff to the value of £.

**Q6b. Proposed (confirmed & unconfirmed) 95% matched funding as % of total project cost (total cost is the Darwin request plus other funding required to run the project).**

**Section 3 - Lead Organisation Summary**

## Q7. Summary of Project

Please provide a brief summary of your project, its aims, and the key activities you plan to undertake. Please note that if you are successful, this working may be used by Defra in communications e.g. as a short description of the project on [GOV.UK](https://www.gov.uk).

Please write this summary for a non-technical audience.

*No Response*

## Q8. Lead organisation summary

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

Yes

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





Reference No	Project Leader	Title
DARFW049	Dr Juan Viruel	BaoBat – Conservation genetics of two mutualistic species in Madagascar
DPLUS084	Dr Martin Hamilton	Identifying and conserving resilient habitats in the British Virgin Islands
DPLUS080	Dr Rosemary Newton	Securing South Georgia's native habitats following invasive species control
23034	Dr Ruth Bone	Edible wild orchid trade: sustaining livelihoods and biodiversity in Zambia
23002	Dr Martin Cheek	Important Plant Areas in Guinea-Conakry
22012	Prof Philip C Stevenson	Harnessing agricultural ecosystem biodiversity for bean production and food security

Have you provided the requested signed audited/independently examined accounts? If you select "yes" you will be able to upload these. Note that this is not required from Government Agencies.




Yes

Please attach the requested signed audited/independently examined accounts.

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## Section 4 - Project Partners

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### Q9. Project Partners

**Please list all the partners involved (including the Lead Organisation) and explain their roles and responsibilities in the project. Describe the extent of their involvement at all stages, including project development.**

**This section should illustrate the capacity of partners to be involved in the project. Please provide Letters of Support for the Lead Organisation and each partner or explain why this has not been included.**

**N.B: There is a file upload button at the bottom of this page for the upload of a cover letter (if applicable) and all letters of support.**

**Lead Organisation name:**

Royal Botanic Gardens, Kew (Kew)

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**Website address:**

www.kew.org

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**Details (including roles and responsibilities and capacity to engage with the project):**

Kew will provide overall project management and financial controls. Project leader, Dr Hamilton, has extensive experience in project management and led the successful DPLUS016 project with TCI partners. Project Co-PI and Caribbean TIPAs Coordinator (since 2016), Dr Dani Sanchez, has been involved in TCI projects since 2005. As a full-time project coordinator, she will ensure the project is able to start immediately and deliver project outputs based on a benchmarked methodology.

Kew will lead TIPAs workshops, participate in field surveys, collate data and manage the project database and GIS, lead on species threat assessments, reports and publications. Four Kew project staff led a project that identified the BVI TIPAs network and are experienced in delivering workshops and training. Kew MSc students will undertake genetic lab work under supervision of Dr Viruel, Conservation Genetics Research Leader, following established methodologies. A project intern will assist with digitising, databasing and plant species threat assessment.

Dr Dani Sanchez will lead the development of interpretation panels and the guide with collaboration from Kew and DECR and technical expertise and support from Kew's Creative Team. Project staff have experience in producing panels, brochures and guides for various projects (e.g. DPLUS016, HSBC BVI TIPAs).

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**Have you included a Letter of Support from this organisation?**

Yes

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**Have you provided a cover letter to address your Stage 1 feedback?**

Yes

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**Do you have partners involved in the Project?**

Yes

**1. Partner Name:**

TCI Department of Environment and Coastal Resources (DECR)

**Website address:**

<https://gov.tc/decr>

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**Details (including roles and responsibilities and capacity to engage with the project):**

DECR will coordinate in-territory activities, contribute to species threat assessments, contribute to reports and publications, host all raw and manipulated data to incorporate into the TCI National GIS. DECR Terrestrial Ecologist, Mr Manco, has expertise on the local flora and collaborated in many projects with international organisations, including DPLUS016 with Kew. He will coordinate in-territory logistics and arrange necessary permits during the project. Mr Manco has developed his GIS skills through DPLUS081. Mr Manco and Mr Blaise, Nursery/Field Officer, will carry out field surveys and data collection, being both familiar with survey techniques.

Mrs Avenant, DECR Environmental Outreach & Education Coordinator, will lead outreach activities in-territory. Mrs Avenant and Mr Manco will collaborate closely with Kew in the development of TIPAs interpretation panels and guide. Both have extensive experience in outreach and have contributed to developing panels and brochures for DPLUS016 project with Kew.

DECR director, Mrs Williams, will be co-chair of the project Steering group, ensuring DECR's full engagement in project delivery, monitoring and evaluation processes.

Kew and DECR will implement the TIPAs methodology together, so in-territory partners are fully trained in all the steps necessary to identify and review TIPAs.

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**Have you included a Letter of Support from this organisation?**  Yes

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**Do you have more than one partner involved in the Project?**


No


**Please provide a cover letter responding to feedback received at Stage 1 if applicable and a combined PDF of all Letters of Support.**

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 [DPR8S2-1009 FCO Correspondence](#)


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 [DPR8S2-1009 LoS Combined](#)


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 [DPR8S2-1009 Kew Cover Letter FINAL](#)

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## Section 5 - Project Staff

### Q10. Project Staff



**Please identify the key project personnel on this project, their role and what % of their time they will be working on the project.**

**Please provide 1 page CVs for these staff, or a 1 page job description or Terms of Reference for roles yet to be filled. These should match the names and roles in the budget spreadsheet. If your team is larger than 12 people please review if they are core staff, or whether you can merge roles (e.g. 'admin and finance support') below, but provide a full table based on this template in the pdf of CVs you provide.**

<b>Name (First name, Surname)</b>	<b>Role</b>	<b>% time on project</b>	<b>1 page CV or job description attached?</b>
Dr Martin Hamilton	<b>Project Leader</b>	10	Checked
Dr Michele Sanchez	Co-PI	100	Checked
Dr Juan Viruel	Co-investigator	5	Checked
Dr Colin Clubbe	Steering group co-chair	5	Checked

**Do you require more fields?**


Yes

<b>Name (First name, Surname)</b>	<b>Role</b>	<b>% time on project</b>	<b>1 page CV or job description attached?</b>
Ms Sara Barrios	Co-investigator	10	Checked
Project intern	Co-investigator	100	Checked
Mr Bryan Manco	Co-investigator	35	Checked
Mr Junel Blaise	Co-investigator	50	Checked
Mrs Lormeka M. Williams	Steering group co-chair	5	Checked
Mrs Amy Avenant	Co-investigator	25	Checked
<i>No Response</i>	<i>No Response</i>	0	Unchecked
<i>No Response</i>	<i>No Response</i>	0	Unchecked


**Please provide 1 page CVs (or job description if yet to be recruited) for the Project staff listed above**

as a combined PDF.

**Ensure the file is named clearly, consistent with the named individual and role above.**

 DPR8S2-1009 CVs Combined

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**Have you attached all Project staff CVs?**

Yes

## **Section 6 - Background & Methodology**

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### **Q11. Problems the project is trying to address**

**Please describe the problem your project is trying to address in terms of environment and climate issues in the UKOTs.**

**For example, what are the specific threats to the environment that the project will attempt to address? Why are they relevant, for whom? How did you identify these problems? How will your proposed project help? What key OT Government priorities and themes will it address?**

The TCI has limited information about distribution of rare and threatened native plant species and no national red list to inform conservation planning. Identifying and prioritizing areas important for threatened plants and habitats through a network of TIPAs across the territory will help TCI Government and local NGOs to improve management of natural resources, minimise biodiversity loss, inform policy and implement conservation actions, being valuable and timely tools for plant conservation and climate change mitigation. Preserving plant diversity and ecosystem function is critical to enable future adaptation of native plants to the predicted climatic changes, especially increased drought and higher temperatures, but that is only possible when data are available on where threatened and rare plants occur, their status, and which areas to prioritise. Data on areas rich in plant diversity and species distribution generated and made available through this project will inform local policy and conservation measures and can minimise biodiversity loss and the impact of new urban development on threatened species and habitats when applied to physical planning. Data and GIS layers will be shared with the TCI government via DECR for inclusion in the TCI National GIS. Data on the TCI TIPAs network and threatened plants and habitats will be available to inform management of existing protected areas and new legislation, and in the revision of EIAs and Planning applications. The TIPAs network will enable TCI government to identify areas for Critical Habitat Reserves, a new category of protected area proposed in the revision of the National Parks Ordinance (pending government approval). Identifying best mangrove sites in TCI, for example, can inform designation of Critical Habitat Reserves and inform habitat and disaster management, as mangroves are critical habitat for storm surge protection and it is predicted that hurricane intensity in the Caribbean will increase in the future.

### **Q12. Methodology**

**Describe the methods and approach you will use to achieve your intended Outcome and Impact. Provide information on:**

- How you have analysed historical and existing initiatives and are building on or taking work already done into account in project design. Please cite evidence where appropriate.
- The rationale for carrying out this work and a justification of your proposed methodology.
- How you will undertake the work (materials and methods).
- How you will manage the work (role and responsibilities, project management tools etc.)

**Please make sure you read the [Guidance Notes](#) before answering this question.**

**(This may be a repeat from Stage 1 but you may update or refine as necessary)**

TCI Tropical Important Plant Areas (TIPAs) will be identified based on globally adopted criteria developed for the tropics by Kew and partners. These criteria for threatened species, botanical richness and threatened habitats were applied by Kew and local partners in the British Virgin Islands (BVI) to identify a TIPAs network (2016-2019), which is being incorporated into the new Environment and Climate Change Bill. The benchmarked methodology and workflow are highly applicable to other UK Overseas Territories (UKOTs). Participants from four UKOTs (Montserrat, Anguilla, Cayman, Turks and Caicos) attended a Regional TIPAs Workshop in April 2019, delivered by Kew and partners in the BVI. TCI's participation in that workshop catalysed this application.

Our methodology\* comprises: A) Data mobilisation/collection: harness existing Kew/DECR digital data; generate new digital data through field surveys and digitisation of historical records/specimens; compile TCI TIPAs GIS; B) Identification and outputs: process, visualise and analyse botanical data; undertake species threat assessments; produce species distribution/TIPAs maps; identify the TIPAs network C) Reporting, Monitoring and Sharing: regular meetings to evaluate project progress; produce progress reports, final technical report and outputs; share all data and GIS layers with TCI Government.

Existing TCI vegetation maps ground truthed during the project will help identify nationally threatened habitats. Taxonomic issues will be solved using phylogenomic data combined with morphometrics and spatial analyses. Genetic structuring will inform DECR with species management of six TCI native species in the genera *Encyclia* and *Agave*, i.e. TCI endemic *E. caicensis* (EN in IUCN), near-endemics *E. inaguensis*, *E. correllii*, *A. inaguensis*, *A. acklinicola* and *A. millspaughii*. These plants are indicators of intact, high quality habitat and are threatened by habitat loss/fragmentation and exotic pests. Kew and DECR have collaborated over 15 years, successfully delivering projects together through joint fieldwork and habitat management, having the unique combined set of skills and experience on TCI's flora, project management and TIPAs methodology to deliver this project.

Capacity building, delivered by Kew specialists through dedicated training sessions (field data collection, sampling and monitoring techniques) and fully engaging TCI partners in field surveys, will enable DECR to identify TIPAs and monitor threatened plants/habitats. Final technical report, with TIPAs assessments and maps, will be developed in partnership to ensure local adoption and long-term implementation. Kew and DECR will engage local/international community through social media, blogs and popular articles and jointly deliver the official launch of the TCI TIPAs network. The electronic guide on the TCI high conservation importance native plants and TCI TIPAs network (PDF format and made open access) will be produced through consolidation of all available data and local knowledge of the species to assist field determinations, focus survey efforts and enable community outreach/awareness. Interpretation panels for the TCI TIPAs will be produced/printed to be displayed in-territory. The guide and panels will be used to promote community engagement and the green economy.


Kew and DECR staff have met in person to discuss the project and have developed the application together


for submission via email/conference calls.


\*See Methodology Supplement for further details and references.

**If necessary, please provide supporting documentation e.g. maps, diagrams, and references etc., as pdf using the File Upload below.**

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 [DPR8S2-1009 Methodology-Supplement](#)

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## Section 7 - Stakeholders and Beneficiaries

### Q13. Project Stakeholders

**Who are the stakeholders for this project and how have they been consulted (include local or host government support/engagement where relevant)? Briefly describe what support they will provide and how the project will engage with them.**

The main stakeholder is local project partner, DECR, which is TCI's statutory body with responsibility for managing terrestrial biodiversity. Outputs delivered will provide DECR with direct evidence and tools required to declare Critical Habitat Reserves, develop Species Management Plans and review EIAs and Planning applications (land use) that may impact TIPAs. Other project stakeholders include local community and Government of the Turks and Caicos Islands, namely Ministry of Infrastructure, Housing and Planning; Education Department; Agriculture Department; TCI Tourist Board (TCITB); and National Geographical Information System (NGIS) committee. Consultation with these stakeholders is on-going through DECR's active involvement in cross-government meetings, committees and working groups and community engagement via social media, community meetings and local newspaper/magazine articles.

TCI Government will be engaged during the project through participation in workshops and press events, outreach activities and circulation of project reports including steering group meeting minutes. The Ministry of Tourism, Environment, Heritage will benefit through access to updated occurrence information for native plant species of conservation importance and locations of nationally threatened habitats to inform the development of local biodiversity legislation. The project will benefit DECR and the Planning Department as it provides information to the NGIS required for management activities. TCITB will benefit as the interpretation panels and guide produced will enhance visitor experience. These outreach tools will help increase local communities' awareness of TCI's threatened and important plants and habitats, contributing to the green economy (e.g. boosting ecotourism, promoting use of native plants for landscaping, resources for TCI Environmental Club).

### Q14. Institutional Capacity

**Describe the lead organisation's capacity (and that of partner organisations where relevant) to deliver the project.**

Kew's UKOTs Science Team has well-established links with the UKOTs, having collaborated with all UKOTs on plant conservation projects (including ex-situ and in-situ), providing technical support in plant identification, genetic analyses, habitat surveying & GIS, and developing management plans. Kew has been involved in collaborative projects in TCI since 1998. During our long-term partnership, we have built key relationships with TCI partners to address species conservation issues and have provided specialist training.

The project leader, Dr Hamilton, and Co-PI, Dr Dani Sanchez, have been collaborating with TCI partners since 2005 and led DPLUS016. Dr Viruel of Kew's Conservation Genetics Team has been leading population genetics and phylogenomic projects in collaboration with Kew and other institutions. He will oversee all genetic research undertaken at Kew.

DECR is mandated with ensuring sustainable use of TCI's natural resources and protecting and promoting biodiversity and economic prosperity. DECR has a strong terrestrial ecology programme and has completed several Darwin and OTEP funded projects successfully. Terrestrial Ecologist, Mr Manco, and Nursery/Field Officer, Mr Blaise, have over 30 years of combined field experience in TCI and will be responsible for local project logistics/fieldwork. Both have continuing contracts at DECR and will be trained in all steps necessary for identifying TIPAs. DECR Environmental Outreach & Education Coordinator, Mrs Avenant, will lead outreach activities. Institutional GIS capacity has been increased by DPLUS081 through training, equipment purchase and data compilation. DECR staff members have extensive knowledge of the National Parks and strong links with the local community.

## **Q15. Project beneficiaries**

**Who will your project benefit? You should consider the direct benefits as a result of your project as well as the broader indirect benefits which may come about as a result of your project achieving its Outputs and Outcome. The measurement of any benefits should be included in your project logframe.**

TCI is a tourism-based economy using the slogan "Beautiful by Nature" with ecotourism companies proudly showing visitors the native wildlife. Project outputs (TIPAs network maps, TIPAs interpretation panels and guide to important plants and TIPAs of the TCI) can help boost the local green economy, raise awareness of TCI's flora/habitats, and be useful resources for education/conservation.

Robust data on threatened plants and habitats and identified TIPAs network also align with DECR's goal 'to protect and improve the environment and conserve and enhance biodiversity within ... the Turks and Caicos Islands ... and to support government policies and international treaties ... towards sustainable development', and the TCI Government Vision 2040 document, particularly, '...we must actively and carefully manage our ecosystems ... engage in adequate urban and rural planning ... and avoid environmental pollution. These are all interrelated and inter-dependent efforts'. Identifying TIPAs will help TCI Government to deliver international commitments, e.g. CBD GSPC target 5, Sustainable Development Goal 15. Spatial data of globally/nationally threatened plant species and threatened habitats will be used by DECR to contribute to the on-going TCI National Parks Ordinance revision as evidence for declaring Critical Habitat Reserves and reviewing EIAs/Planning applications.

## **Section 8 - Gender and Change Expected**

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### **Q16. Gender (optional)**

**How is your project working to reduce inequality between persons of different gender? At the very least, you should be able to provide reassurance that your proposed work is not increasing inequality. Have you analysed the context in which you are working to see how gender and other aspects of social inclusion might interact with the work you are proposing?**

Overall, the project will have a minimum of 40% female staff and the gender ratio is evenly split between the partner organisations. The Steering Group will be co-chaired by a female and the Co-PI is a female. The project will actively work to be inclusive and reduce inequality between persons of different gender.

## Q17. Change expected

**Detail the expected changes this work will deliver. You should identify what will change and who will benefit a) in short-term (i.e. during the life of the project) and b) in the long-term (after the project has ended). Please describe the changes for the environment and, where relevant, for people in the OTs, and how they are linked.**

Knowledge about TCI's most important areas for wild plant species diversity, threatened habitats and most important plant species are greatly enhanced enabling better decision making and prioritisation leading to improved outlook for plant diversity. Through project delivered training (e.g. field survey/sampling techniques, TIPAs methodology and identification), TCI partners are empowered to collect high-quality botanical information needed to inform future policy development, deliver conservation actions and secure funding. The TIPAs network identified highlights areas of high conservation value and increase TCI's green economy value. High quality data from historic specimens and field surveys incorporated into GIS layers helps TCIG focus conservation efforts on globally/nationally important plant diversity/habitats and make sound environmental management decisions in areas of rich plant diversity/habitats in TCI. Kew and DECR benefit from having new DNA and herbarium specimens of globally/nationally important TCI plants safely curated and stored in Kew's collections for future reference and research.

Project data are freely available to the wider public via Kew's 'Plants of the World Online Portal' (<http://www.plantsoftheworldonline.org/>), 'TIPAs Online Portal'. Data shared with TCIG via DECR enable the identification of new Critical Habitat Reserves in TCI and a greater proportion of the most important plant/habitats will be better conserved for the future and resilient to climate change. Access to these data enables further seed banking of TCI's unique plant diversity securing species for future generations and enabling TCIG to demonstrate its contribution toward delivering commitments made under the Joint Ministerial Council, particularly 'Environment', and contributes to meeting GSPC target 5 and Aichi Biodiversity target 12. TIPAs interpretation and TCI high conservation importance native plants and TCI TIPAs network guide are freely available via open access and used for education and promoting local ecotourism. Kew applies experience gained to future TIPAs projects in other Caribbean OTs/countries and promotes cross-territory collaboration.

## Q18. Pathway to change

**Please outline your project's expected pathway to change. This should be an overview of the overall project logic and outline how you expect your Outputs to contribute towards you overall Outcome, and, longer term, your expected Impact.**

TCI's priority plant species will be identified by the project team using existing and new project derived records which will be incorporated into a GIS to produce species threat assessments for IUCN Red List inclusion, species distribution maps and TCI list of high conservation importance plant species. Gap analyses during workshops will identify new focal areas for survey. Kew will train local partners on TIPAs methodology via in-territory workshops. Existing vegetation maps will be used to agree list of nationally threatened habitats and their distribution visualised in the GIS to identify 'best sites' applying TIPAs criteria. High-quality data and local knowledge will guide the identification of TIPAs through workshops. Social media/public talks, TCI TIPAs guide and interpretation panels will be used to engage and familiarise the community with the TIPAs concept and highlight important plants and habitats. Data/GIS layers shared with TCI Government via DECR and incorporated into the TCI National GIS will be used to inform identification of Critical Habitat Reserves, improve management of protected areas, inform policy and future seed banking of target species. Taxonomic uncertainties for priority groups identified by DECR (*Encyclia* spp. and *Agave* spp.) will be resolved through phylogenetic studies to inform conservation management.

## Q19. Sustainability

**How will the project ensure benefits are sustained after the project have come to a close? If the project requires ongoing maintenance or monitoring, who will do this and how will it be funded?**

Building on two decades of collaborations in TCI, Kew and DECR will continue working to secure the future of TCI's threatened biodiversity after project completion through existing memoranda. Data will be integrated into the open access UKOTs Online Herbarium (<http://brahmsonline.kew.org/ukot>), a core activity for Kew, to ensure dissemination of information. Project data will be incorporated into the TCI National Geographic Information System (NGIS) to inform species recovery, mitigation activities and planning applications. DECR has recently increased GIS capacity to manage data and use it for reviewing EIAs and other planning proposals. The incorporation of these project derived data will empower DECR staff and enable threatened species recovery and management of their habitats into the future.

Tours, community talks, local press coverage, open access data about the project and reports to TCI Government will help encourage policy level sustainability and raise the profile and capacity of DECR to conserve biodiversity. DECR will liaise with other government departments (e.g. Education, Tourist Board) and the local community to boost educational resources and green economy through deployment of project data and outreach materials (e.g. TIPAs interpretation panels and guide). These materials will identify points/species of interest and increase the potential for ecotourism across TCI.

## Section 9 - Funding and Budget

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### Q20. Budget

**Please complete the appropriate Excel spreadsheet, which provides the Budget for this application. Some of the questions earlier and below refer to the information in this spreadsheet. Note that there are different templates for projects requesting over and under £100,000 from the Darwin Plus budget.**


- [R8 D+ Budget form for projects under £100,000](#)
- [R8 D+ Budget form for projects over £100,000](#)

**Please refer to the [Finance Guidance for Darwin/IWT](#) for more information.**


**N.B: Please state all costs by financial year (1 April to 31 March) and in GBP. Darwin Plus cannot agree any increase in grants once awarded.**


**Budgets submitted in other currencies will not be accepted. Use current prices – and include anticipated inflation, as appropriate, up to 3% per annum. The Darwin Initiative cannot agree any increase in grants once awarded.**

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 [DPR8S2-1009 TCI TIPAs Budget](#)

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## Q21. Co-financing

Are you proposing co-financing?

Yes

### Q21a. Secured

**Provide details of all funding successfully levered (and identified in the Budget) towards the costs of the project, including any income from other public bodies, private sponsorship, donations, trusts, fees or trading activity, as well as any your own organisation(s) will be committing.**

(See [Finance for Darwin/IWT](#) and [Guidance Notes](#))

Donor organisation	Amount	Currency code	Comments
Kew	██████	£	Kew full economic costs for staff time not funded by Darwin
DECR	██████	£0.00	DECR full economic costs for staff time not funded by Darwin & fuel allowance for DECR truck on North Caicos
No Response	0	No Response	No Response
No Response	0	No Response	No Response

### Q21b. Unsecured

**Provide details of any matched funding where an application has been submitted, or that you intend applying for during the course of the project. This could include matched funding from the private sector, charitable organisations or other public sector schemes. This should also include any additional funds required where a donor has not yet been identified.**

Date applied for	Donor organisation	Amount	Currency code	Comments
No Response	No Response	0	No Response	No Response
No Response	No Response	0	No Response	No Response
No Response	No Response	0	No Response	No Response



No  
Response

No Response

0

No Response

No Response

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### Do you require more fields?

No

## Section 10 - Finance

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### Q22. Financial Controls

**Please demonstrate your capacity to manage the level of funds you are requesting. Who is responsible for managing the funds? What experience do they have? What arrangements are in place for auditing expenditure?**

The Royal Botanic Gardens, Kew, had a total income of £93 million in the year ending March 2019 and has a fully resourced Finance Department for administering and controlling these funds. Overall governance procedures lie with the Board of Trustees who are advised by the Finance Committee. The Kew Finance Department has a team dedicated to supporting financial management of projects and assisting grant-holders with monthly reviews and reporting to funders. Each project is given a unique project code that is accessible via the institutional financial management system, Agresso. Dr Hamilton has 15 years of project management (including two Darwin plus projects) and will be responsible for day to day management of the funds for this project. Kew's accounts are audited each year by external accountants. An audit expenditure of £2000 has been included in the budget for year three to enable this project to have an independent audit.

### Q23. Financial Management Risk

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

Risk of fraud/bribery will be mitigated through partners' fiscal control mechanisms, aligned with financial reporting standards required and strictly implemented by Kew. Given the relative simplicity of the budget and established reputations of partners involved, we consider this risk to be very low.

There is a currency exchange risk for our partners receiving funds annually from the UK and for costs associated with Kew overseas travel. The project team have used a conversion rate of £1=\$1.3 based on the average performance over the last two years.

Regarding project outcome, there is risk due to severe weather conditions hampering boat travel or restricting field surveys. This risk is reduced by the project team planning most of the fieldwork outside the hurricane season. Furthermore, the local project team have the flexibility to prioritise fair weather tasks ahead of other tasks less dependent on good weather. In case of hurricanes affecting the territory, DECR has a disaster management plan in place and the main buildings used by project partners are well constructed and suffered little damage in past hurricane occurrences.

### Q24. Value for Money

**Please explain how you worked out your budget and how you will provide value for money through managing a cost effective and efficient project. You should also discuss any significant assumptions you have made when working out your budget.**

This project delivers value for money by ensuring that TCI's tourism and green economy which are built around the environment is secured for the future.

The project team developed the budget through a consultative process. The long-term collaboration between the partners has enabled fieldwork costs to be calculated using much-reduced rates for local accommodation and transport through established contacts (i.e. reduced rate hotel rooms and rental vehicles, rental of private homes). DECR staff visiting Kew have access to local bedsits/B&B's to keep travel and accommodation costs down. Utilising team skills has eliminated the need for consultants.

Kew has invested significantly in the TCI and has a close working relationship with the DECR staff. Kew costs were developed using actual salary costs. Kew contributes salary costs (three staff only) and overheads (all staff at varying levels) to support this project and includes advisory services such as policy, ethics and biodiversity conventions.

All DECR staff time and fuel allowance for North Caicos vehicle is match-funding demonstrating the partners' commitment to this project.

## **Q25. Capital Items**

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

N/A

## **Q26. Outputs of the project and Open Access**

**All outputs from Darwin Plus projects should be made available on-line and free to users whenever possible. Please outline how you will achieve this and detail any specific costs you are seeking from Darwin Plus to fund this.**

Project progress updates and individual outputs will be communicated via a range of online social media channels (e.g. Twitter via @KewUKOTs using #KewTCI, #TCITIPAs; Facebook via @DECR Environmental Education & Outreach). Blogs detailing project objectives and accomplishments will be published on the Kew website at the end of years 1 and 3. Fieldwork reports, progress reports and final technical report will be made available on a dedicated project webpage on the freely available ResearchGate website. Final technical will detail "standards and methodologies" employed and "data collection and results" of the project to enable local partners to expand the project and encourage replication in other OTs/countries. Papers arising from this project will be made open access with £[REDACTED] requested for fees. The guide and interpretation artwork will be made freely available via the Kew website. All botanical data gathered for threatened species, together with field images, will be freely available through the UKOTs Online Herbarium (<http://brahmsonline.kew.org/ukot/>).

All datasets will be well described via imbedded metadata. Copies of datasets will be shared among the project partners and provided to the TCI Government's National Geographic Information System. These datasets will include expert reviewed 1) occurrence layer for plants - including nationally/globally threatened flora, 2) layer of agreed nationally threatened habitats, 3) layer of identified TIPAs network. Those data collected will enable threat (re-)assessment which will be freely available on the IUCN Red List of Threatened Species website (<https://www.iucnredlist.org/>). Raw genomic data will be freely available in the Sequence Read Archive (SRA) public database.

## Section 11 - Safeguarding

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### Q27. Safeguarding

**Projects funded through Darwin Plus must fully protect vulnerable people all of the time, wherever they work. In order to provide assurance of this, projects are required to have appropriate safeguarding policies in place. Please confirm the lead organisation has the following policies in place and that these are available on request:**

<b>We have a safeguarding policy, which includes a statement of your commitment to safeguarding and a zero tolerance statement on bullying, harassment and sexual exploitation and abuse</b>	Checked
<b>We keep a detailed register of safeguarding issues raised and how they were dealt with</b>	Checked
<b>We have 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</b>	Checked
<b>We share our safeguarding policy with downstream partners</b>	Checked
<b>We have a whistle-blowing policy which protects whistle-blowers from reprisals and includes clear processes for dealing with concerns raised</b>	Checked
<b>We have a Code of Conduct in place for staff and volunteers that sets out clear expectations of behaviors - inside and outside of the work place - and make clear what will happen in the event of non-compliance or breach of these standards</b>	Checked

## Section 12 - Logical Framework

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### Q28. Logical Framework

Darwin Plus projects will be required to report against their progress towards their expected Outputs and Outcome if funded. This section sets out the expected Outputs and Outcome of your project, how you expect to measure progress against these and how we can verify this.

#### Impact:

Plants and habitats of the Turks and Caicos Islands are better understood, managed and conserved through local implementation of national legislation informed by evidence-based, internationally recognised methodologies.

<b>Project summary</b>	<b>Measurable Indicators</b>	<b>Means of verification</b>	<b>Important Assumptions</b>
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<p><b>Outcome:</b></p> <p>Tropical Important Plant Areas (TIPAs) are identified in TCI through collaborative efforts by applying internationally recognised criteria to high quality and expert-reviewed records to enable long-term conservation.</p>	<p>0.1 Network of TIPAs identified, mapped and published by YR3 Q4</p>	<p>0.1 TCI TIPAs network maps and site summaries published via open access website</p>	<p>Project partners able to undertake field work to fill data gaps and hold workshops to agree TCI TIPAs network.</p>
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<p><b>Output 1:</b></p> <p>1. Tropical Important Plant Areas (TIPAs) Geographic Information System (GIS) established</p>	<p>1.1 TIPAs GIS operational and analyses undertaken before final workshop in YR3 Q1</p> <p>1.2 Three GIS layers produced by YR3 Q4 showing 1) distribution of threatened and high conservation importance plant species in TCI, 2) locations of nationally threatened habitats and 3) the network of TCI TIPAs</p>	<p>1.1 Project progress reports, Final Technical Report including TCI plant species of conservation importance list and TCI threatened habitats list published via open access website</p> <p>1.2 TCI National GIS contains the three project produced GIS layers</p>	<p>Kew and TCI GIS specialists remain involved in the project, IT equipment, software and infrastructure are fit for purpose at Kew and in TCI.</p>
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<p><b>Output 2:</b></p> <p>2. Capacity building to enable DECR to identify TIPAs</p>	<p>2.1 Four TCI partners trained in application of the TIPAs methodology by YR3 Q2</p> <p>2.2. Two DECR staff trained in field data collection and survey techniques by YR2 Q3</p>	<p>2.1 Project progress reports, field visit reports and Final Technical Report published via open access website</p> <p>2.2 Project progress reports, field visit reports and Final Technical Report published via open access website</p>	<p>Kew specialists able to convey theory and practise to TCI partners who can understand theory and implement methodology. Trained personnel remain in post.</p>
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<p><b>Output 3:</b></p> <p>3. Data and sample collection to inform species threat assessments and phylogenomics</p>	<p>3.1 Three collaborative field surveys undertaken to collect species data and samples and ground truth existing vegetation maps by YR2 Q4</p> <p>3.2 Threat assessments of 20 plant species undertaken by YR2 Q4</p> <p>3.3 Phylogenomics for 6 plant species completed by YR3 Q2</p>	<p>3.1 Samples accessioned at Kew and data for TCI plant species and threatened habitats available in TIPAs GIS</p> <p>3.2 Species threat assessments reviewed and accepted for IUCN SIS Database</p> <p>3.3 Sequence data uploaded to GenBank and Final Technical Report published via open access website</p>	<p>Project partners able to undertake field work to collect data and samples required to complete Red List Assessments, phylogenetic studies and identification of TIPAs network.</p>
<p><b>Output 4:</b></p> <p>4. A network of Tropical Important Plant Areas (TIPAs) identified for TCI</p>	<p>4.1 Number of TIPAs increase beyond the six currently proposed using old criteria by YR3 Q4</p> <p>4.2 Network of TIPAs identified and published by YR3 Q4</p>	<p>4.1 TCI TIPAs summaries and final maps available in Final Technical Report on open access website</p> <p>4.2 TCI TIPAs summaries and final maps available in Final Technical Report on open access website</p>	<p>Areas that meet criteria for species composition/abundance or habitat type occur in TCI. Applying internationally agreed criteria is possible in TCI. IT equipment, software and infrastructure are fit for purpose at Kew. Access to TIPAs website maintained by Kew.</p>
<p><b>Output 5:</b></p> <p>5. Important Plants and Tropical Important Plant Areas of the TCI guide and interpretation produced for local use</p>	<p>5.1 Guide produced covering high conservation importance native plants and TCI TIPAs network by YR3 Q4</p> <p>5.2 TIPAs Network and Important Plants of the TCI interpretation panels produced by YR3 Q4</p>	<p>5.1 Guide available from open access website</p> <p>5.2 Panel artwork available from open access website</p>	<p>Kew specialists and DECR colleagues able to agree appropriate format for guide; IT equipment, software and infrastructure are fit for purpose at Kew.</p>

**Do you require more Output fields?**

**It is advised to have less than 6 Outputs since this level of detail can be provided at the Activity level.**

Yes

<b>Project Summary</b>	<b>Measurable Indicators</b>	<b>Means of Verification</b>	<b>Important Assumptions</b>
<b>Output 6:</b> 6. Monitoring and Evaluation and project reporting	6.1 Monitoring and Evaluation Plan produced by YR1 Q2  6.2 Progress reports produced and circulated to Steering Group by end of each quarter  6.3 Steering Group meetings held, and minutes produced each quarter  6.4 Final technical report including 'M&E' section produced by YR3 Q4	6.1 Quarterly progress report available on ResearchGate  6.2. Quarterly progress report available on ResearchGate  6.3 Quarterly progress report available on ResearchGate  6.4. Final Technical Report available on ResearchGate	ResearchGate website continues to be maintained and available for free public use
<b>Output 7:</b> <i>No Response</i>	<i>No Response</i>	<i>No Response</i>	<i>No Response</i>
<b>Output 8:</b> <i>No Response</i>	<i>No Response</i>	<i>No Response</i>	<i>No Response</i>

## 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.**

- 1.1 Compile existing TCI data into project GIS
- 1.2 Incorporate field data into project GIS
- 1.3 Analyse data and produce GIS layers
- 1.4 Provide GIS data to DECR
- 2.1 Produce and agree Training and Evaluation Plan
- 2.2 Training of DECR staff in TIPAs methodology, field data collection and survey techniques delivered by Kew specialists
- 2.3 Training of DECR staff evaluated by Kew specialists and reviewed by Steering Group
- 2.4 Produce Final report 'Training' section
- 3.1 Field surveys to gather species and habitat data and samples
- 3.2 Collate available species occurrence data and digitise new records
- 3.3 Undertake species threat assessments
- 3.4 Undertake phylogenomic analyses
- 4.1 Undertake workshop to engage stakeholders and launch project
- 4.2 Identify TCI TIPAs National Team members
- 4.3 Prepare species and habitat tables and spatial data for workshop
- 4.4 Undertake workshop to identify TCI TIPAs
- 4.5 Agree final TIPAs boundaries and network

- 5.1 Design & agree TCI TIPAs Brand
- 5.2 Develop and agree content for TCI guide and interpretation
- 5.3 Design & produce TCI TIPAs Interpretation Panels
- 5.4 Design & produce TCI TIPAs guide
- 5.5 Distribute guide and install panels
- 6.1 Produce Monitoring and Evaluation Plan
- 6.2 Produce quarterly progress reports
- 6.3 Produce half-year and annual reports
- 6.4 Undertake Steering Group meetings and produce minutes
- 6.5 Produce final technical report

## Section 13 - Implementation Timetable

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### Q29. Provide a project implementation timetable that shows the key milestones in project activities

**Provide a project implementation timetable that shows the key milestones in project activities. Complete the Excel spreadsheet template as appropriate to describe the intended workplan for your project.**

[Implementation Timetable Template](#)

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

 [DPR8S2-1009 TCI TIPAs Implementation Timetable](#)

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## Section 14 - Monitoring and Evaluation

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### Q30. Monitoring and evaluation (M&E) plan

**Describe, referring to the Indicators above, how the progress of the project will be monitored and evaluated, making reference to who is responsible for the project's M&E.**

**Darwin Initiative projects are expected to be adaptive and you should detail how the monitoring and evaluation will feed into the delivery of the project including its management. M&E is expected to be built into the project and not an 'add' on. It is as important to measure for negative impacts as it is for positive impact. Additionally, please indicate an approximate budget and level of effort (person days) to be spent on M&E (see [Finance Guidance for Darwin/IWT](#)).**

The Co-PIs, Dr Hamilton and Dr Dani Sanchez, will develop and circulate a Monitoring and Evaluation Plan during Q1 of Year 1 for Steering Group consideration and approval. The project will be delivered as a partnership between Kew and DECR. Each partner organisation will be a member of the Steering Group which will be co-chaired by Dr Clubbe and Mrs Williams who both have extensive experience of project management, evaluation and monitoring. The Steering Group will meet quarterly and receive reports from the Co-PI, Dr Dani Sanchez, review progress and ensure that reports for Darwin are prepared on time. Bi-annual reporting and fieldwork reports will enable the Steering Group to make informed decisions to maximise the impact of the project and ensure value for money. Quarterly updates will be used to evaluate progress against the project log frame and to identify any obstacles to the successful delivery of the outputs and the project overall. Regular communication by email and Skype between partners will be maintained between quarterly meetings. Minutes for the quarterly Steering Group meetings will be compiled by the Co-PI, Dr Dani Sanchez, to provide a means of verification for the monitoring and evaluation plan and circulation to the stakeholders.

Grant agreements between Kew and DECR will be established and signed at the start of the project and will articulate the roles and responsibilities of each partner in the delivery of the project.

A final technical report will be published in Q4 of Year 3. The report will include sections on methodology, results, outreach, training and evaluation and will review the impact of the project and its successes and failures. This will be disseminated by Kew via the project webpage on the ResearchGate website. Appropriate results will be published in academic journals. Success in publishing the key scientific results in a peer-reviewed journal will be a means of external validation of the quality of the science undertaken; however, this will most likely occur after the project finishes.

Kew will manage the project adaptively, working with partners to respond to circumstances in a strategic manner so that the overall objective is achieved. The logical framework, implementation timetable and activities will be used by the project leader and steering group to regularly evaluate progress against project indicators and targets. Any changes deemed necessary due to lacking progress or unanticipated events/conditions will be implemented.

<b>Total project budget for M&amp;E in GBP (this may include Staff, Travel and Subsistence costs)</b>	£ [REDACTED]
<b>Number of days planned for M&amp;E</b>	93.00
<b>Percentage of total project budget set aside for M&amp;E (%)</b>	9.00

## Section 15 - Certification

### Q31. Certification

**On behalf of the**

trustees

**of**

Royal Botanic Gardens, Kew



## I apply for a grant of





£304,743.00

**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 have enclosed CVs for project key project personnel, letters of support, budget and project implementation timetable (uploaded at appropriate points in application).
- Our last two sets of signed audited/independently verified accounts and annual report are also enclosed.

Checked

<b>Name</b>	PROF ALEXANDRE ANTONELLI
<b>Position in the organisation</b>	Director of Science
<b>Signature (please upload e-signature)</b>	 <a href="#">DPR8S2-1009 Signature Page FINAL</a>  12/11/2019  20:25:39  pdf 59.02 KB
<b>Date</b>	11 November 2019

## Section 16 - Submission Checklist

### Checklist for submission

	<b>Check</b>
<b>I have read the Guidance documents, including the "Guidance Notes for Applicants" and "Finance Guidance".</b>	Checked
<b>I have read, and can meet, the current Terms and Conditions for this fund.</b>	Checked
<b>I have provided actual start and end dates for this proposed project.</b>	Checked
<b>I have provided a budget based on UK government financial years i.e. 1 April - 31 March and in GBP.</b>	Checked
<b>I have checked that the budget is complete, correctly adds up and I have included the correct final total at the start of the application.</b>	Checked

<b>The application has been signed by a suitably authorised individual (clear electronic or scanned signatures are acceptable).</b>	Checked
<b>I have included a 1 page CV or job description for all the Project staff identified at Question 14, including the Project Leader, or provided an explanation of why not.</b>	Checked
<b>I have included a letter of support from the Lead Organisation and main partner organisation(s) identified at Question 13, or an explanation of why not.</b>	Checked
<b>I have included a cover letter from the Lead Organisation, outlining how any feedback at Stage 1 has been addressed where relevant.</b>	Checked
<b>I have been in contact with the FCO in the project country(ies) and have included any evidence of this. if not, I have provided an explanation of why not.</b>	Checked
<b>I have included a signed copy of the last 2 years annual report and accounts for the Lead Organisation, or provided an explanation if not.</b>	Checked
<b>I have checked the Darwin website immediately prior to submission to ensure there are no late updates.</b>	Checked
<b>I have read and understood the Privacy Notice on GOV.UK.</b>	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 this application form, including personal data, will be used by Defra as set out in the latest copy of the Privacy Notice for Darwin, Darwin Plus and the Illegal Wildlife Trade Challenge Fund available [here](#). This Privacy Notice must be provided to all individuals whose personal data is supplied in the application form. Some information, but not personal data, may be used when publicising the Darwin Initiative including project details (usually title, lead organisation, location, and total grant value) on the GOV.UK and other websites.

Information relating to the project or its results may also be released on request, including under the 2004 Environmental Information Regulations and the Freedom of Information Act 2000. However, Defra will not permit any unwarranted breach of confidentiality nor will we act in contravention of our obligations under the General Data Protection Regulation (Regulation (EU) 2016/679).