

## Illegal Wildlife Trade (IWT) Challenge Fund Annual Report

To be completed with reference to the “Writing a Darwin Report” guidance: (<http://www.darwininitiative.org.uk/resources-for-projects/reporting-forms>). It is expected that this report will be a **maximum** of 20 pages in length, excluding annexes)

**Submission Deadline: 30<sup>th</sup> April 2018**

### IWT Challenge Fund Project Information

Project reference	IWT-035
Project title	Sustainability through ecotourism: improving livelihoods and disrupting wildlife trade, Cambodia
Country/ies	Cambodia
Contract holder Institution	Wildlife Alliance
Partner institution(s)	Areng Valley and Chi Phat Community Based Ecotourism Associations / Department of Terrestrial Protected Areas, Ministry of the Environment, Royal Government of Cambodia
IWT grant value	270,310 GBP
Start/end dates of project	1 <sup>st</sup> April 2017 – 31 March 2020
Reporting period (e.g. April 2017- Mar 2018) and number (e.g. Annual Report 1,2,3)	April 2017 – March 2018. Annual Report 1
Project leader name	Sophany Touch
Project website/blog/social media	<a href="http://www.wildlifealliance.org">www.wildlifealliance.org</a> / @WildlifeRescue
Report author(s) and date	Thomas Gray. 26-4-2018

### 1. Project rationale

The Cardamom Rainforest Landscape, southwest Cambodia forms an integral part of the Indo-Burma biodiversity hotspot and is a major source for high-value wildlife products entering the illegal global trade. Since 2003 enforcement teams in the landscape have seized >5,000 live animals, removed >160,000 traps, and arrested >650 wildlife traffickers. The project addresses the dual issues of wildlife trade and rural poverty through an integrated approach of developing Community Based Ecotourism (CBET) combined with law enforcement. The project is supporting the establishment of inclusive CBET across 8 remote forest communities, with high poverty levels, in the Areng Valley, at the heart of the Cardamom Landscape.



*The location of the Areng Valley (left) and a view of the valley and river (right) which supports a significant population of the Critically Endangered Siamese crocodile *Crocodylus siamensis**

The protected areas surrounding the Areng Valley support significant populations of at least 19 IUCN Threatened mammals whose populations are impacted by the Illegal Wildlife Trade. Wildlife Alliance conducted a Livelihood Assessment across all communities in the Areng Valley in 2015 which indicated that illegal logging and wildlife poaching for commercial trade are substantial current sources of revenue for communities. This highlighted the need for developing sustainable alternative livelihood strategies. In 2016 the government of Cambodia committed to improving road access into the Areng Valley which, whilst facilitating economic development and improving access for ecotourism, would have led to concurrent increases in levels of illegal activity, including wildlife trade, without an appropriate response. Given these threats it was critical to develop a project which simultaneously provided sustainable livelihood opportunities for Areng Valley communities whilst also safeguarding the landscape's rich biodiversity from outsiders and other poachers through robust and effective law enforcement patrolling.

## **2. Project partnerships**

All of the successes, outputs, and conservation outcomes of the project to-date are as a result of our strong and inclusive partnerships with all project stakeholders most notably our partners within the Areng Valley Community Based Ecotourism (CBET) Association: a community organisation developed under the project ([Activities 1.3 -1.4](#)). Whilst Wildlife Alliance provides technical support and overall project supervision, all of the activities under project Outputs 1-3 are implemented and managed by the CBET Association. This approach ensures strong buy-in for all activities from the local communities and means we have a truly bottom-up project. Under the project elections for CBET Association committee members were held ([Activity 1.2](#)) and by-laws for the association developed ([Activity 1.3](#)).

The law enforcement patrolling work ([Output 4](#)) is in partnership with the Department of Terrestrial Protected Areas, Ministry of Environment, Royal Government of Cambodia. All patrolling ([Activity 4.1](#)) and subsequent legal and judicial processing of court cases is done in complete collaboration with the Ministry of Environment. Whilst our inclusive and bottom-up approach has been integral to our success in establishing the Community Based Ecotourism Association we have also strived to create high level political support for the project. This is critical for sustainability in a country like Cambodia. Three ministers (for Environment, Tourism, and Post and Telecommunications) visited the project in the past year whilst Cambodia's Prime Minister, Samdech Akka Moha Sena Padey Techo Hun Sen, learnt about our work at a Tourism Exposition.



*Cambodian Minister of Environment (H.E. Say Sam Ai) addressing Community Based Ecotourism Association members in the Areng Valley (left) and Cambodian Minister of Tourism (H.E. Thong Khon) being interviewed about the project in the Areng Valley accompanied by the Wildlife Alliance CEO Suwanna Gauntlett (right).*

The project also benefited from technical support when developing methodologies for collecting data on our conservation impact (Outcome Indicator 0.4) particularly related to robustly and anonymously monitoring levels of illegal poaching. Harriet Ibbett (<https://www.iccs.org.uk/person/harriet-ibbett>), from the United Kingdom based Interdisciplinary Centre for Conservation Science (<https://www.iccs.org.uk/>), supported the Wildlife Alliance Director of Science with this aspect of the project.

### 3. Project progress

#### 3.1 Progress in carrying out project Activities

The project has successfully completed the majority of activities in a timely fashion thus ensuring we are well placed to deliver our important biodiversity and livelihood objectives. Through using the Appreciative Participatory Planning in Action Methodology (APPA) the project ensured strong buy-in from all stakeholders. This allowed us to successfully develop a vision for Community Based Ecotourism (CBET) in the Areng Valley with local community members (Activity 1.1), hold free-and-fair elections for the CBET Management Committee (Activity 1.2) and develop clear and transparent by-laws for the management of the project and benefit-sharing (Activity 1.3: Annex 5a). The by-laws state that one family/household can only provide one service within the CBET. This helps ensure that the benefits and opportunities are equitably distributed. The CBET Management Committee election was held on the April 2017 with a total of 42 candidates for 15 positions. The final management committee comprises 15 members (4 female) all of whom are ethnic Chong (**Annex 4a**). In August 2017 the Stung Areng Community Based Ecotourism Association was legally registered as an association by the Cambodian Ministry of the Interior (Activity 1.4: Annex 8).

The Appreciative Participatory Planning in Action (APPA) methodology was also used with community members to identify tourist attractions and compile stories (Activity 1.5). A total of 65 natural and cultural attractions were identified including waterfalls, scenic viewpoints, wildlife viewing areas, and ancient burial sites. These have been formally mapped and described (Activity 1.6-1.7) and are being used as a critical part of the marketing of the CBET product to potential visitors (Activity 1.8). Maps and photographs of the attractions are provided in **Annexes 6 and 9** as examples of marketing material developed to promote the project.



*Election of the CBET Management Committee (left) and a scenic viewpoint across the Areng Valley identified during the APPA process (right).*

The project has delivered a total of eight training events for community members and service providers led by Wildlife Alliance project staff, volunteering Cambodian university students and technical experts from the Cambodian Ministry of Environment ([Activity 1.9](#); **Annex 7**). These have covered housekeeping, food safety and hygiene, English language, computer literacy, management skills and problem solving, and tour guiding. A complete list of all trainings is provided in **Annex 7**. The project has supported the development of a total of 22 community homestays (in all 8 villages), opened and mapped 137-km of forest trails, and acquired 30 mountain bikes and 34 sets of camping equipment ([Activity 1.10](#)).



*Mountain bikes (left) and camping equipment (right), purchased for the project, being used by Cambodian National ecotourist visitors to the project.*

The Areng Valley Community Based Ecotourism project was officially opened by H.E. Mithona Phouthong the Provincial Governor of Koh Kong on 26<sup>th</sup> January 2017 following a soft opening in mid-2017. And project staff have been working hard marketing the Areng Valley as an Ecotourism destination and developing relationships with Cambodian tour operators and agents. The Facebook page is operational (<https://www.facebook.com/arengcotourism/>) and the project website will go-online by June 2018 ([Activity 2.2](#); **Annex 9**). A formal relationship has also been established with one large Cambodian tour agency ([Activity 2.1](#)), whilst the site has been registered on google maps, and the project has contacted the Lonely Planet for inclusion in the next edition of their Cambodian guidebook. The Women's Credit and Saving Groups have been formally established in all eight villages in the Areng Valley ([Activity 3.1](#)) with credit and saving policies and regulations developed ([Activity 3.3](#)) and an official bank account opened. A copy of the Group's by-laws (in Khmer) is provided in **Annex 5b**.

Effective multi-agency law enforcement patrolling by the Chhay Areng Law Enforcement station continued through the project reporting period ([Activity 4.1](#)). A total of 442 law enforcement patrols covered 18,230-km resulting in the removal of 1,819 snares, the rescue of 41 live animals from the illegal wildlife trade, the confiscation of 77 chainsaws, 17 vehicles, and four guns, and 20 legal cases being filed against offenders. The 2017 annual report of the Chhay Areng Law Enforcement station is provided as **Annex 10**. [Activities 5.1-5.3](#) have yet to be undertaken and are scheduled for Project Years 2 and 3.



*Wildlife Alliance and Ministry of Environment rangers with hunting snares (left) and a homemade gun (right) confiscated during patrolling in the Areng Valley.*

### 3.2 Progress towards project Outputs

During the reporting period the project created the necessary management structures, capacities, and infrastructure for a successful Community Based Ecotourism project in the biodiverse Areng Valley (Output 1). None of this was in place prior to the establishment of the project which has facilitated the establishment of the management committee (Indicator 1.1: 15 elected members 4 of which are female), trained service providers and community members (Indicator 1.3: all 149 service providers have attended trainings), identified ecotourism attractions (Indicator 1.2: 65 attractions mapped and described), and developed appropriate ecotourism infrastructure (Indicator 1.4: 22 community homestays, 137-km of trails, 34 sets of camping equipment, 30 mountain bikes). All the numbers and data provided in Annex 1 were established from a baseline of Zero and are monitored through monthly reports by the CBET Management Committee too Wildlife Alliance. The number of service providers per village within the Areng Valley is shown in **Annex 4b**.

Significant progress has also been made to ensuring the Areng Valley CBET project functions effectively and generates income for CBET members and service providers (Output 2). By the end of March 2018 1,196 domestic and 63 international tourists had visited (Indicator 2.4), generating 4.080 USD income (Indicator 2.1). One tour operator has signed a business contract with the CBET association (Indicator 2.2). Given such progress within the first 12 months of the project we feel that it is highly likely that the Indicators under this Output will be successfully met by January 2020 as per our log-frame. As with Output 2 all indicators have a pre-project baseline of Zero and are monitored through monthly reports by the CBET Management Committee too Wildlife Alliance.

Progress towards establishing Women's Credit and Savings Groups across the eight villages of the Areng Valley (Output 3) has been delayed a little largely due to staffing issues and the departure of the previous Women's Credit Fund Manager (Teddy Espella). However the position was replaced in March 2018. A total of 80 women have been identified to join the Credit and Savings Groups. This is fewer than predicted in the original project log-frame (Indicator 3.1). Whilst we believe that the success of initial loans and support to microenterprises (during CY 2018) will encourage further community members to join the scheme it is possible that the targets of 200 women participating may not be met.

Monthly law enforcement patrolling (an average of 37 patrols conducted per month by two teams i.e. 18.5 days per team; Indicator 4.1) continues to reduce threats to commercially hunted mammal species in the project area (Output 4). During the reporting period 1,819 lethal hunting snares were removed by the patrol teams and 41 live animals were rescued from the illegal wildlife trade.



*Hunting snares set to capture mammals for the illegal wildlife meat trade (left) and live reptiles rescued from the illegal wildlife trade (right) including the IUCN Vulnerable Southeast Asian box turtle *Cuora amboinensis**

Limited activities under Output 5 were conducted during this reporting period however given the successful momentum behind all activities and the strong support we are receiving, from local communities and provincial and national government, we are confident that this Output will be achieved by January 2020.

### 3.3 Progress towards the project Outcome

The project has made satisfactory progress towards our overall Outcome that “*community Based Ecotourism and Women’s Credit and Savings Groups increase income and reduce poverty levels across eight communities in the Areng Valley, Cardamom Rainforest Landscape, which combined with effective law enforcement, provides cultural pressure for a reduction in the illegal poaching and commercial trade of threatened mammals*”. We are confident that the project’s combination of creating enhanced community livelihoods that are dependent on the sustainable use of biodiversity **and** strict law enforcement and protected area management will allow us to achieve this Outcome.

Whilst the income generated thus far from Community Based Ecotourism is limited [see Output Indicator 2.1], we expect it to significantly increase during CY 2018 and 2019 as the number of foreign tourists visiting the Areng Valley increases. This village-level increase in income is covered under Outcome Indicators 0.1 and 0.2 and will be obtained from social surveys of household income to be conducted in January and February 2020.

As communicated during the Half Annual Report, and subsequently in an approved change request form, we have modified our Output Indicator 0.4 regarding robustly, but anonymously, monitoring level of illegal poaching and trade by Areng Valley villagers on species threatened by the illegal wildlife trade. Based on advice from the Interdisciplinary Center for Conservation Science (<https://www.iccs.org.uk/>) the Unmatched Count Technique (UCT) methodology was used to assess prevalence of illegal activity. This methodology safeguards interviewees against giving self-incriminating answers regarding illegal activity and ensures anonymity of respondents. A total of 145 villagers were interviewed in July 2017 (53% males; mean age 39.8: range 19-72; mean household members 4.5: range 1-15; 42% CBET service providers). However due to the combination of the relatively low sample size and evidence of biased responses (even with the robust methodology used), likely due to the known association between Wildlife Alliance and law enforcement, we are not confident that the results accurately represent a robust pre-project baseline of illicit activity levels. However data was also collected on perceived importance of illegal hunting and wildlife trade as a livelihood activity within each village in comparison with eight other activities. Illegal wildlife trade was ranked as the 5<sup>th</sup> ( $\pm$  SD 2.8) most important source of village level income (behind the sale of two Non Timber Forest Products, fish, and illegally harvested timber). Income from Community Based Ecotourism was ranked as the 8<sup>th</sup> ( $\pm$  SD 2.7) most important income source. Based on this the Outcome Indicator has been revised (see log-frame).

### 3.4 Monitoring of assumptions

The project believes that the majority of the Important Outcome and Output level assumptions in the log-frame hold true. However below please find some discussions on a number of the Assumptions:

Outcome Assumption 0.2: Randomised Response Technique surveys able to accurately measure levels of illegal poaching and wildlife trade.

Comments: As described above we found that the Unmatched Count Technique (UCT) methodology was not appropriate for monitoring levels of illegal activity and the associated Outcome indicator has been modified.

Output Assumption 1.2: Sufficient attractions exist within the Areng Valley, and are identified through the APPA process, to justify CBET

Comments: The APPA process has identified sufficient attractions (65 mapped and documented) to justify CBET. Bird surveys have also found numerous species interesting to foreign bird-watchers including hornbills and storks (e.g. <https://ebird.org/view/checklist/S44290254> )

Output Assumption 1.3: Sufficient households within the Areng Valley able and willing to join CBET and receive capacity training.

Comments: A total of 149 CBET service-providers have self-identified and been trained and there appears to be a strong willingness and support of households and communities within the Areng Valley for CBET.

Output Assumption 1.4: Logistics and conditions within Areng Valley are suitable for the construction of CBET infrastructure

Comments: The construction (in March 2018) of a new road linking the Areng Valley with the district centre of Tmor Bang and the subsequent development of a (4G!) mobile phone tower in the valley has significantly increased accessibility and facilitated the logistics of CBET development.

Output Assumption 2.2: Cambodia remains safe and stable global tourism destination

Comments : The dissolution of Cambodia's political opposition has made the upcoming (July 2018) elections a formality for the current Cambodian government. Ironically this means that the risk of post-election violence or political instability is minimal and that there are no foreseeable threats to Cambodia's reputation as a safe and stable tourism destination.

Output Assumption 2.3: Marketing and attractions able to attract Cambodian and Asian tourists in addition to 'Westerners'.

Comments: Due to a strong partnership with a tour operator and the local provincial government the majority of tourists visiting Areng thus far have been Cambodian (though per capita spend of Cambodian tourists is much lower than foreigners). There has also been one visit by a small group of Chinese adventurers.

Output Assumption 3.2: Rules and regulations of Women Credit and Savings Groups perceived as transparent, fair, and inclusive.

Comments: Please see section 10 for discussion of this point.

Output Assumption 3.3: Women in Areng Valley sufficiently empowered to engage in Women's Credit and Savings Groups.

Comments: This does not seem to be an issue with 80 women self-selected to join the Women's Credit and Savings Groups. Indeed women are involved in many activities across the CBET work in Areng and there does not appear to be an issue with effectively engaging female stakeholders.

Output Assumption 5.3: Alternative livelihood projects from outside Cambodia have sufficient funds/resources to visit the Cardamom Rainforest Landscape

Comments: This may be an issue as discussions with Conservation International (CI) regarding a potential study tour visit broke down over a lack of resources from CI to cover this. .

#### **4. Impact: achievement of positive impact on illegal wildlife trade and poverty alleviation**

Our project is making, and will continue to make, significant contributions to both tackling the Illegal Wildlife Trade and supporting poverty alleviation in Cambodia. This is indicated through our Impact Statement that:

*Globally significant populations of 19 Threatened mammals recover, and Global Goals for Sustainable Development are met by all communities, across 5,000-km<sup>2</sup> of tropical rainforest of the Cardamom Rainforest Landscape, Cambodia*

Within the remote forest communities of the Cardamom Rainforest Landscape there are limited sustainable livelihood options and relatively high levels of poverty. This, combined with substantial populations of IUCN Threatened species which have high values in the illegal wildlife trade (e.g. Sunda pangolin *Manis javonica*, sun bear *Helarctos malayanus*, Mainland clouded leopard *Neofelis nebulosa*), creates perfect conditions for community members to engage in the illegal wildlife trade through hunting and selling wildlife to middle-men. Our project Outcome directly addresses this through our activities which will increase income for community members (Indicators 0.1, 0.2, 0.3) thus reducing dependence on the illegal wildlife trade (Indicator 0.4). The project's focus on training and capacity building (Output Indicator 1.4) is creating additional skills and opportunities for community members thus also allowing them to look for employment and opportunities elsewhere in Cambodia.

Our higher level impact on illegal wildlife trade comes from our unstinting focus on improved law enforcement and protected area management for species protection throughout the Cardamom Rainforest Landscape (see [Gray et al., 2016](#)) combined with Wildlife Alliance's on-going work nationally (see [Gray et al., 2017](#)) on building capacities of anti-wildlife trafficking law enforcement agents. We are also supporting the government with strengthening Cambodian legislation through the development of the Natural Resource and Environmental Code (<http://www.vishnulawgroup.com/index.php/publications>).

## **5. Project support to the IWT Challenge Fund Objectives and commitments under the London Declaration and Kasane Statement**

During the reporting period the project made major progress towards ensuring the development of sustainable livelihoods benefiting people impacted by the Illegal Wildlife Trade through the establishment of suitable structures and capacities for implementing world-class Community Based Ecotourism in the Areng Valley (Output 1). This is a significant step towards the overall Project Outcome of providing sustainable alternative livelihoods for these communities. As such we are addressing **Commitment XVIII** of the London Declaration through increasing the capacity of local communities in the Areng Valley, Cardamom Rainforest Landscape, Cambodia to pursue sustainable livelihood opportunities, and eradicate poverty.

Our project activities under Output 4 are also significantly contributing to strengthening law enforcement and biodiversity protection in the Cardamom Rainforest Landscape. Without IWT funding support ranger enforcement patrols (Activity 4.1) would not have taken place and major threats to critical biodiversity, most notably snaring, would continue. As such we are contributing to **Commitment XIII** of the London Declaration through investing in capacity building to strengthen law enforcement to protect key populations of species threatened by poaching and increasing the number and capacity of law enforcement officers at key sites.

## **6. Impact on species in focus**

The Cardamom Rainforest Landscape supports multiple species threatened by the Illegal Wildlife Trade with the majority of poachers using indiscriminate snare traps to capture mammals. These are then sold to middle-men and enter the illegal wildlife trade (see [Gray et al. 2017](#)). Project law enforcement activities (Output 4) removed 1,819 snares during this reporting period. This will have benefited many threatened species impacted by trade including Sunda pangolin *Manis javonica*, Asian elephant *Elephas maximus*, and sambar *Rusa unicolor* – all of which were recorded in the project during the reporting period. Patrol teams also rescued 41 live animals from hunters and wildlife traders in, and around, the Areng Valley. These included one Sunda pangolin (IUCN Critically Endangered), 27 Southeast Asian box turtles *Cuora amboinensis* (IUCN Vulnerable), and one Burmese python *Python bivittatus* (IUCN Vulnerable).





*IUCN Threatened animals rescued from the illegal wildlife trade by patrol rangers in the Areng Valley. Sunda pangolin (left) and Southeast Asian box turtle (right). Following health-checks all were released back into the forest.*

## **7. Project support to poverty alleviation**

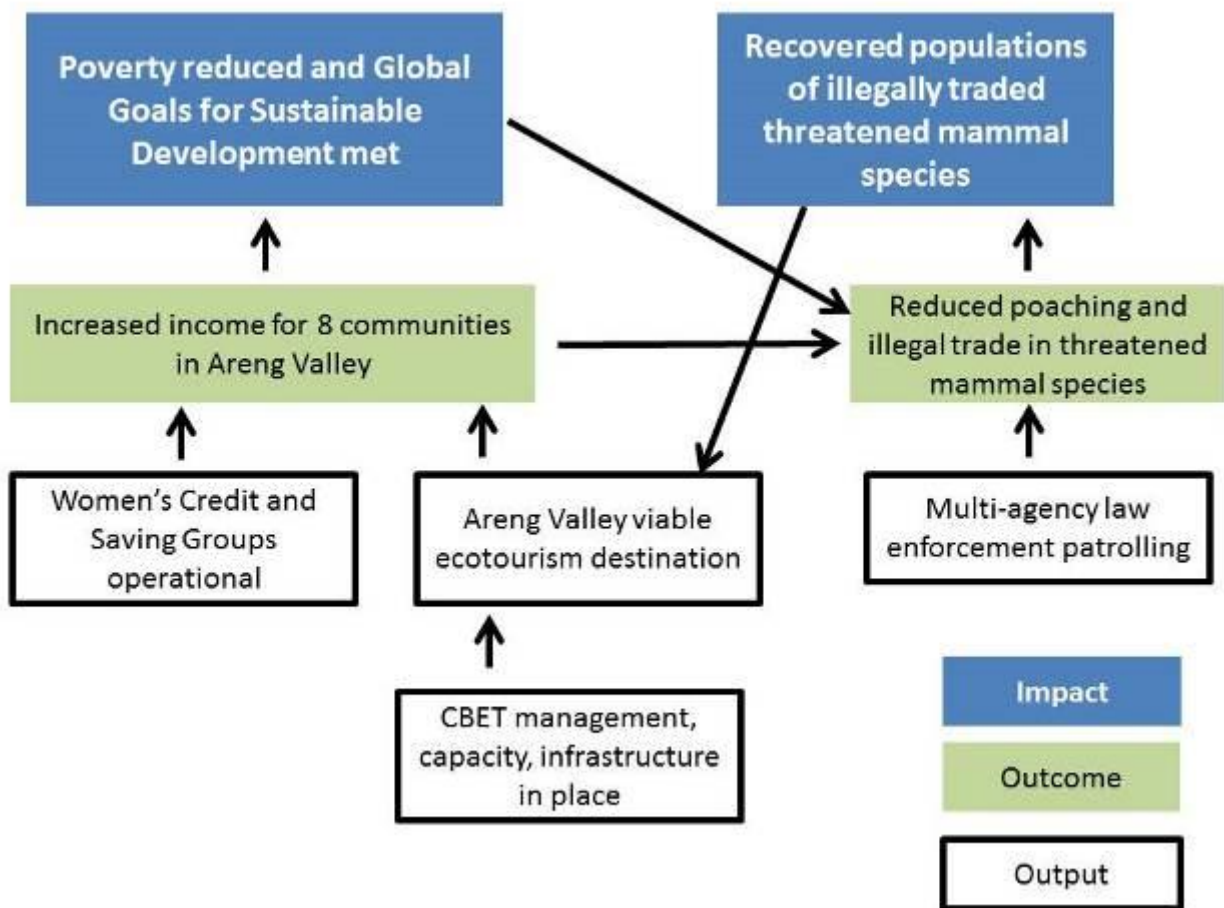
The direct beneficiaries of the project are the 461 households in the remote Areng Valley in the Cardamom Rainforest Landscape – the majority of which are ethnic Chong. By March 2018 149 community members, from 149 households in all eight villages in the Areng Valley, have become service providers for the Community Based Ecotourism Association (**Annex 4b**). We believe that both direct income (Output 2.1) and opportunities for training and capacity building (Output 1.3) will directly benefit these community members, and their wider communities, and contribute to poverty alleviation in the landscape. In addition through protecting more than 5,000-km<sup>2</sup> of tropical rainforest (see Project Impact) we will have considerable ecosystem services values across the wider region: the Cardamom Rainforest Landscape is an important watershed, with 22 major waterways, and provides ecosystem services as the region's largest climate regulator and carbon sink.

## **8. Consideration of gender equality issues**

Project Output 3 directly focussed on empowering women in financial management and revenue creation through the establishment of Womens Credit and Saving Funds. Project activities under this Output were slightly delayed this reporting period (see section 3) but will be accelerated throughout CY 2018. Therefore we expect to be reporting strong direct impact in creating gender equality in our next annual project.

## **9. Monitoring and evaluation**

The Monitoring and Evaluation of our project is led by Wildlife Alliance's Director of Science (Dr Thomas Gray) who is in regular contact with the project manager (Sophany Touch) who coordinates data and input from the CBET Association in the Areng Valley. Law enforcement data is managed by Wildlife Alliance's GIS Department with daily, weekly, and monthly reports filed by ranger stations. As a result of the project's strong Theory of Change, and through robustly monitoring and testing project assumptions (see section 3.4), we are confident that all our activities and outputs are contributing to the project's Outcome and ultimately our programmatic Impact.



*Project Theory of Change and relationships between Impacts, Outcomes, and Outputs*

As detailed in section 3.3 we changed one of our Outcome Indicators (0.4) during the reporting period regarding the methodology and indicator for measuring project impact on levels of poaching and hunting amongst Areng Valley community members. This change was approved through the DEFRA-IWT change request process.

## 10. Lessons learnt

A significant contributor to the success of the project thus far has been our continuous presence in the landscape. Wildlife Alliance staff literally live with the Community Based Ecotourism Association (staying in the CBET Centre) giving us a 24-7 presence for mentoring, monitoring, and trouble-shooting. This was particularly critical during the initial development of the project and the establishment of the regulations, capacities, and infrastructure for the CBET. As such this approach is a strong recommendation for any similar projects.

This physical presence in the communities has also been important for establishing trust - particularly important when developing the Women's Credit and Savings Group (see [Output Assumption 3.2](#)). Projects with similar goals (e.g. establishing micro-finance mechanisms) from other NGOs in the Cardamom Rainforest Landscape have largely failed as the mechanism is not trusted and there is no clear grievance policy. As such community members were, understandably, wary of investing into such funds. By being based in the communities, and associating the Credit and Savings Groups with the CBET Management Committee, we have been able to assure community members that we will respond promptly if there are any problems or issues and that they know where to find us (often not the case with other NGOs where all staff are based in the capital Phnom Penh and visit project sites monthly).

Another lesson learnt is that robustly monitoring levels of illegal activity is difficult particularly when the project implementer (i.e. Wildlife Alliance) is associated with strong and effective law enforcement. In small communities such as the Areng Valley obtaining sufficient sample size for robustly monitoring

illegal activity is also difficult. Given these constraints we were not able to effectively use the Unmatched Count Technique to monitor the impact of the project on the proportion of community members illegally poaching (Outcome 0.4). Such robust social science methodologies are probably only appropriate when large sample sizes of community members can be interviewed and that the interviewers have no relationship with the project implementer.

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

n/a

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

n/a

**13. Sustainability and legacy**

Our project will have a significant and sustained legacy in Cambodia – indeed this is the focus of Project Output 5 (for which activities will start in Project Year 2). However the Areng Valley Community Based Ecotourism project already has a major profile in Cambodia as we have focussed on ensuring high-level political support and buy-in for our activities. Three government ministers (for Environment, Tourism, and Post and Telecommunications), together with the provincial Governor of Koh Kong, visited the project site during the reporting period. Even Cambodia’s Prime Minister, Samdech Akka Moha Sena Padey Techo Hun Sen, has learnt about our work after visiting the Areng Valley CBET booth at a tourism exposition held in Kep (on the Cambodian coast) in December 2017.



*The Cambodian Minister Tourism (H.E. Thong Kon) addresses the CBET Committee and Service Providers during a visit to the project site (left) whilst the country’s Prime Minister learns about our work at a tourism exposition in December 2017 (right).*

Recognising the need for sustainable long-term funding, and a clear Exit Strategy for our financial support to local communities, Wildlife Alliance has partnered with the Royal Government of Cambodia and Wildlife Works Carbon (<http://www.wildlifeworks.com/>) for the development of the Southern Cardamom REDD+ Project. Covering 445,339 hectares of the Cardamom Rainforest Landscape this will be one of the largest REDD+ projects in South East Asia. Initially selling verified carbon units under the voluntary carbon market, Southern Cardamom REDD+ has been designed to be fully integrated into Cambodia’s national REDD+ System and potential future United Nations Framework Convention on Climate Change (UNFCCC) compliance markets. Validation and verification, under Voluntary Carbon – Community Climate and Biodiversity (VCS-CCB) Gold Standards, will be completed by June 2018 (the project’s field audit was conducted during March 2018). The REDD+ project’s avoided emissions are estimated at >3,000,000 tones of CO<sub>2</sub> equivalent per year till at least 2044, thus potentially generating sufficient revenues for the long-term management of the landscape. The Project Description Document (PDD) is publically available from the Wildlife Alliance website (<https://www.wildlifealliance.org/redd/>) and discussions are advanced for significant purchases of credits from the project by 2020

## 14. IWT Challenge Fund Identity

Through Wildlife Alliance's social media channels (most notably Twitter and Facebook) we have been promoting the project and links with the Illegal Wildlife Trade Challenge Fund and DEFRA. In January 2018 the UK Ambassador to Cambodia (HE Bill Longhurst) visited the project (<https://www.wildlifealliance.org/british-ambassador-bill-longhurst-visited-steung-areng-community-based-ecotourism/>).



*Tweet from UK Ambassador to Cambodia following visit to the project site (left) and the Ambassador in the Areng Valley accompanied by Wildlife Alliance project staff (right)*

## 15. Project expenditure

**Table 1: Project expenditure during the reporting period (April 2017-March 2018)**

Project spend (indicative) since last annual report	2017/18 Grant (£)	2017/18 Total actual IWT Costs (£)	Variance %	Comments (please explain significant variances)
Staff costs (see below)				
Consultancy costs				
Overhead Costs				
Travel and subsistence				
Operating Costs				
Capital items (see below)				
Others (see below)				
<b>TOTAL</b>				

**OPTIONAL: Outstanding achievements of your project during the reporting period (300-400 words maximum). This section may be used for publicity purposes**

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

Wildlife Alliance's Illegal Wildlife Trade project '*Sustainability through ecotourism: improving livelihoods and disrupting wildlife trade*' is working with eight forest dependent communities in the heart of the Cardamom Rainforest Landscape, Cambodia to develop sustainable livelihood alternatives for villagers involved in the illegal wildlife trade. Before the start of the project illegal logging and wildlife poaching for commercial trade were substantial sources of revenue for communities with baseline surveys showing these were the second and fifth most significant sources of income for community members. Our project has begun changing this through the development of bottom-up community based ecotourism. Through the Appreciative Participatory Planning in Action (APPA) process we were able to engage with all community stakeholders and develop a project with clear community support and buy-in. Together we identified, documented, and mapped more than 60 ecotourism attractions in the forest. More than 140 community members have self-selected as service providers for the project and have received training from Wildlife Alliance and other project partners. Law enforcement rangers supported by the project amplify our impact through deterring active illegal wildlife trade: in the past year these teams rescued and released illegally poached Sunda pangolin and various globally threatened tortoises and turtles. Whilst our inclusive and bottom-up approach has been integral to our success in establishing the Community Based Ecotourism Group we have also strived to create high level political support for the project. This is critical for sustainability in a country like Cambodia. Three ministers (for Environment, Tourism, and Tele-Communications) visited the project in the past year whilst Cambodia's Prime Minister, Samdech Akka Moha Sena Padey Techo Hun Sen, learnt about our work at a Tourism Exposition. Even the UK Ambassador to Cambodia, Ambassador Bill Longhurst, paid us a visit. In the next 12 months we will be accelerating our work with the community and marketing the Cardamom Rainforest Landscape as a Community Based Ecotourism destination whilst continuing to support law enforcement patrolling across the rainforest.

## Annex 1: Report of progress and achievements against Logical Framework for Financial Year 2017-2018

Project summary	Measurable Indicators	Progress and Achievements April 2017 - March 2018	Actions required/planned for next period
<p><b>Impact</b></p> <p>Globally significant populations of 19 Threatened mammals recover, and Global Goals for Sustainable Development are met by all communities, across 5,000-km<sup>2</sup> of tropical rainforest of the Cardamom Rainforest Landscape, Cambodia</p>		<p>Significant progress was made towards developing alternative sustainable livelihoods in the biodiverse Areng Valley in the heart of the Cardamom Rainforest Landscape through development of Community Based Ecotourism with all management structures in place (Output 1) and successful launching of the ecotourism (Output 2). Effective and robust law enforcement continues [442 law enforcement patrols covered 18,230-km during the reporting period] allowing recovery of populations of threatened species (Output 4).</p>	
<p><b>Outcome</b> Community Based Ecotourism and Women's Credit and Savings Groups increase income and reduce poverty levels across eight communities in the Areng Valley, Cardamom Rainforest Landscape, which combined with effective law enforcement, provides cultural pressure for a reduction in the illegal poaching and commercial trade of threatened mammals</p>	<p>By Mar 2020 &gt;75% of households (n=461) in the Areng Valley have annual income US\$ &gt;2,000. [Aug 2015 baseline = 37%]</p> <p>By Mar 2020 commune rate of poverty<sup>1</sup> declines to 6%. [2015 baseline = 12%]</p> <p>By Mar 2020 at least 200 microenterprise loans awarded from Women's Credit and Savings Groups.</p> <p>By March 2020 income to community members from Community Based Ecotourism is ranked as one of the top 4 income-generating activities amongst</p>	<p>The majority of the management structures, capacities, and infrastructure required for the effective delivery of Community Based Ecotourism (CBET) and Women's Credit and Savings Groups are in place across all eight villages in the Areng Valley. A total of 149 CBET service providers from 149 households (41 % female) are in place and income from the first 3-month of operations has exceeded █████ USD. By-laws and regulations for Women's Credit and Savings Groups have been established and a total of 80 women agreed to join the group.</p>	<p>During FY 18/20 the priorities will be to complete the establishment of the Women's Credit and Savings Groups and associated capacity building and beginning awarding microenterprise loans. The project will also to continue marketing the Community Based Ecotourism and ensuring that all visitors have an enjoyable and memorable experience.</p>

	community members in the Areng Valley (July 2017 baseline rank = 8 <sup>th</sup> ) whilst income from illegal wildlife trade is reduced to outside the top 8 activities (July 2017 baseline rank 5 <sup>th</sup> most important livelihood activity for communities).		
<b>Output 1.</b> Management structures, capacities, and infrastructure within communities in the Areng Valley are sufficient for successful establishment of Community Based Ecotourism (CBET).	<p>By Jun 2017 gender and ethnically balanced management committee is in place to operate the Community-Based Ecotourism project.</p> <p>By Dec 2017 Appreciative Participatory Planning In Action (APPA) methodology used with communities to identify natural attraction sites leading to complete package of tourism products and services.</p> <p>By Jun 2018 at least 400 community members, &gt;60% of which are women, trained to acquire tourism skills (e.g. hospitality, English, cooking, nature-guiding).</p> <p>1.4 By Jun 2019 ecotourism infrastructure is developed including: 25 homestays; 300 km of trails; 15 forest campsites; 30 mountain bikes; 50 sets of camping equipment.</p>	<p>The CBET management committee was established following elections in April 2017 with a total of 15 members elected (4 female, all ethnic Chong) – list of members and the by-laws of the CBET committee [in Khmer] are attached as evidence to <b>Annex 4a</b> and <b>Annex 5a</b>. The Appreciative Participatory Planning In Action (APPA) methodology was successfully used to identify a total of 65 potential tourism attractions within the Areng Valley. These have been mapped and photographed (<b>see Annex 6</b>) and are key parts of the marketing of the project. All 147 community service providers (41% women) have been trained on a mixture of English language skills, guiding, hospitality, leadership and management, and computer literacy by Wildlife Alliance project staff, volunteering Cambodian university students and technical experts from the Cambodian Ministry of Environment (<b>see Annex 7</b>).</p> <p>Ecotourism infrastructure which has been developed now include 22 homestays, 137-km of trails, 30 mountain bikes, and 34 sets of camping equipment . One large forest campsite has been established (see photographs in narrative report).</p>	
Activity 1.1 Facilitate CBET visioning, agreement on roles and responsibilities, and develop election policy and guidelines with all communities in Areng Valley		Completed May 2017	
Activity 1.2 Hold fair and effective election of CBET committee		Completed April 2017	
Activity 1.3 Develop CBET by-laws which includes clear, fair, and transparent benefit-sharing policy		Completed April 2017 [Khmer language copies of by-laws in <b>Annex 5a</b> ]	

Activity 1.4 Obtain legal registration from the government for CBET committee	The CBET Management Associated was officially legally registered an association by the Cambodian Ministry of the Interior in August 2017 [see official letter in Khmer in <b>Annex 8</b> ]
Activity 1.5 Follow Appreciative Participatory Planning In Action (APPA) methodology to assist community to identify natural attraction sites, draw maps and compile stories	Completed June 2017
Activity 1.6 Conduct field research on natural attraction sites and trails	Completed October 2017
Activity 1.7 Develop map of attraction sites and trails.	Map completed January 2018 and displayed at CBET office [ <b>Annex 6</b> ]
Activity 1.8 Finalize concept for content and packaging of ecotourism products and services	Completed in Feb 2018 [see pdf of leaflet in <b>Annex 9</b> ]
Activity 1.9 Conduct targeted training and capacity building for skills required for effective CBET operations. Including training in hospitality and small-scale business management, English language, computer literacy, how to be a local guide, housekeeping, cooking, first aid application, leadership and management skills, problem solving and conflict resolution	Training of 147 community members completed by Mar 2018. Additional training is required on cooking, advanced guiding skills, additional English training which will be completed by August 2018. List of training events given in <b>Annex 7</b> .
Activity 1.10 Develop infrastructure required for CBET operations including building homestays, opening trails, developing forest camping site, acquiring mountain bikes and camping equipment for rental	Significant infrastructure developed (see above). Additional infrastructure to be completed by June 2019.
<p><b>Output 2.</b> CBET functions effectively within the Areng Valley and generates annual income increases to CBET members</p>	<p>By Jan 2020 annual income to CBET members generated from tourism exceeds US\$ [REDACTED]</p> <p>By Jan 2020 at least ten tour operators have signed business contracts with CBET management committee.</p> <p>By Jan 2020 at least two international travel guides describe Areng Valley CBET.</p> <p>By Jan 2020 at least 500 international tourists visit Areng Valley CBET annually.</p> <p>The Areng Valley Community Based Ecotourism project was officially opened by H.E. Mithona Phouthong the Provincial Governor of Koh Kong on 26<sup>th</sup> January 2018 following a soft opening at the end of 2017. By March 2018 a total of 1,259 tourists (1,196 domestic, 63 international) visited generating &gt;4,000 USD income for CBET service providers [full copies of all receipts and income records from the CBET Association are available on request; see narrative report for photographs of some tourism activities].</p> <p>One tour operator has signed a business contracts with the CBET Association whose Facebook page is operational (<a href="https://www.facebook.com/arengecotourism/">https://www.facebook.com/arengecotourism/</a>) and the web-page (<b>Annex 9 for screenshot</b>) will be launched by June 2018.</p>
Activity 2.1 Contact tour operators and sign contracts	On-going activity with one tour operators signing contracts. Project liaising with the Cambodian Association of Tour Agent to contract an additional 9 operators by Dec 2018.



Activity 2.2 Create a booking website and conduct social media promotion on Facebook.	See above.
Activity 2.3 Provide ongoing mentoring and training for CBET committee and members on operations.	Ongoing.
<p><b>Output 3.</b> Women’s Credit and Savings Groups established in 8 villages in the Areng Valley and supporting at least 200 microenterprises per year</p>	<p>By Jan 2018 eight Women’s Credit and Savings Groups established with at least 200 women participating.</p> <p>By Jan 2018 credit and savings policies for Women’s Credit and Savings Groups have been developed and agreed upon.</p> <p>By Jun 2018 at least 100 women from the community have received financial literacy and basic business management skill training</p> <p>Due to staffing issues (rectified in March 2018 with the recruitment of Seng Tet as the Women’s Credit Fund Manager to replace the departed Teddy Espella) activities under this output have been slightly delayed. However Women’s Credit and Saving Groups have been established in all eight villages with a total of 80 members. By-laws and policies for the Groups have been agreed upon (see <b>Annex 5b</b> for copies in Khmer) and a bank account opened.</p> <p>Trainings on financial literacy and business management skills are planned for May-July 2018.</p>
Activity 3.1 Facilitate formation of Women’s Credit and Savings Groups in all 8 villages.	Completed February 2018
Activity 3.2 Provide financial literacy and basic business management skill training to Credit group members	Planned for completion by August 2018
Activity 3.3 Develop credit and savings policy and regulations	Completed February 2018
Activity 3.4 Provide ongoing mentoring and training for operations of Savings and Credit groups	Ongoing
<p><b>Output 4.</b> Multi-agency anti-poaching law enforcement teams patrol minimum of 15 days per month reducing threats to commercially hunted mammal species</p>	<p>By Jan 2018 at least 15 multi-day law enforcement patrols conducted monthly</p> <p>Law enforcement patrolling by two teams of multi-agency law enforcement team from the Chhay Areng Law Enforcement station continued throughout the project period under the technical supervision of Wildlife Alliance. A total of 442 law enforcement patrols covered 18,230-km resulting in the removal of 1,819 snares, the rescue of 41 live animals from the illegal wildlife trade, the confiscation of 77 chainsaws, 17 vehicles, and four guns, and 20 legal cases being filed against offenders. Monthly patrol reports from the station and a full GIS database of patrol coverage and reported incidents are available on request. The full 2017 (Jan-Dec) patrol report from Chhay Areng Enforcement Station is given as <b>Annex 10.</b></p>

Activity 4.1 Conduct effective monthly law enforcement patrolling	Ongoing.
<p><b>Output 5.</b> Model of Community Based Ecotourism in the Cardamom Rainforest Landscape is regarded as a global best practice methodology for developing sustainable livelihoods for communities impacted by the Illegal Wildlife Trade</p>	<p>By Jan 2020 at least one peer-reviewed paper documenting CBET process and outcomes in Chi Phat and the Areng Valley is published  By Jan 2019 all project materials and resources are available on an open-access website  By Jan 2020 at least two alternative livelihood development projects, from outside Cambodia, have visited CBET sites in the Cardamom Rainforest Landscape</p>
Activity 5.1 Draft and submit a publication on lessons-learnt and approach for using CBET for developing sustainable livelihoods for communities impacted by the Illegal Wildlife Trade	To be completed by Jun 2019
Activity 5.2 Develop and manage a project website with all relevant materials uploaded	Website to be operational by June 2018 and documents (largely in Khmer) uploaded by December 2018
Activity 5.3 Organise (participant funded) study tour visits (approx. 7 days) to CBET sites in the Cardamom Rainforest Landscape	Ongoing discussions with Conservation International for such a study tour and likely completed during CY 2018

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

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 [IWT-Fund@ltsi.co.uk](mailto:IWT-Fund@ltsi.co.uk) if you have any questions regarding this.

Project Summary	Measurable Indicators	Means of Verification	Important Assumptions
<b>Impact:</b> Globally significant populations of 19 Threatened mammals recover, and Global Goals for Sustainable Development are met by all communities, across 5,000-km <sup>2</sup> of tropical rainforest of the Cardamom Rainforest Landscape, Cambodia			
<p><b>Outcome:</b> Community Based Ecotourism and Women’s Credit and Savings Groups increase income and reduce poverty levels across eight communities in the Areng Valley, Cardamom Rainforest Landscape, which combined with effective law enforcement, provides cultural pressure for a reduction in the illegal poaching and commercial trade of threatened mammals.</p>	<p>0.1 By Mar 2020 &gt;75% of households (n=461) in the Areng Valley have annual income US\$ &gt;2,000. [Aug 2015 baseline = 37%]</p> <p>0.2 By Mar 2020 commune rate of poverty<sup>1</sup> declines to 6%. [2015 baseline = 12%]</p> <p>0.3 By Mar 2020 at least 200 microenterprise loans awarded from Women’s Credit and Savings Groups.</p> <p>0.4 By March 2020 income to community members from Community Based Ecotourism is ranked as one of the top 4 income-generating activities amongst community members in the Areng Valley (July 2017 baseline rank = 8<sup>th</sup>) whilst income</p>	<p>0.1 Social surveys of household income</p> <p>0.2 Social surveys of household income</p> <p>0.3 Loan records from Women’s Credit and Savings Groups</p> <p>0.4 Targeted social surveys using an appropriate methodology (e.g. Randomised Response Technique<sup>2</sup>) to anonymously and robustly monitor levels of illicit activity</p> <p>0.5 Ranger patrol records from GIS database</p> <p><sup>2</sup> e.g. Nuno &amp; St John (2015). <i>Biological Conservation</i> 189:5-15. <a href="https://doi.org/10.1016/j.biocon.2014.09.047">doi:10.1016/j.biocon.2014.09.047</a></p>	<p>Income and benefits from CBET is sufficient to create societal and cultural pressures to reduce poaching and trade in threatened mammals.</p> <p>Randomised Response Technique surveys able to accurately measure levels of illegal poaching and wildlife trade.</p> <p>Law enforcement patrols provide sufficient deterrent to prevent outsiders accessing forest and poaching threatened species for illegal wildlife trade.</p>

	<p>from illegal wildlife trade is reduced to outside the top 8 activities (July 2017 baseline rank 5<sup>th</sup> most important livelihood activity for communities).</p> <p><sup>1</sup> Based on Cambodian government definition of US\$ &lt;0.9 income per day; baseline 12%</p>		
<p><b>Outputs:</b> 1. Management structures, capacities, and infrastructure within communities in the Areng Valley are sufficient for successful establishment of Community Based Ecotourism (CBET).</p>	<p>1.1 By Jun 2017 gender and ethnically balanced management committee is in place to operate the Community-Based Ecotourism project.</p> <p>1.2 By Dec 2017 Appreciative Participatory Planning In Action (APPA) methodology used with communities to identify natural attraction sites leading to complete package of tourism products and services.</p> <p>1.3 By Jun 2018 at least 400 community members, &gt;60% of which are women, trained to acquire tourism skills (e.g. hospitality, English, cooking, nature-guiding).</p> <p>1.4 By Jun 2019 ecotourism infrastructure is developed including: 25 homestays; 300 km of trails; 15 forest campsites; 30 mountain bikes; 50 sets of camping equipment.</p>	<p>1.1 CBET management committee established with documented work plan, agreement on roles, responsibilities, election policy, guidelines and by laws in place; list of members of committee including gender and ethnicity</p> <p>1.2 Map of attraction sites and trails, details of the numbers of products and services</p> <p>1.3 Training reports with names and gender/ethnicity of trainees, verbal reports of community members of new skills</p> <p>1.4 Photographic reports of infrastructure, site-visits, receipts for equipment</p>	<p>The CBET management committee, and the rules and regulations for benefit sharing are perceived as inclusive, balanced, and fair.</p> <p>Sufficient attractions exist within the Areng Valley, and are identified through the APPA process, to justify CBET.</p> <p>Sufficient households within the Areng Valley able and willing to join CBET and receive capacity training.</p> <p>Logistics and conditions within Areng Valley are suitable for the construction of CBET infrastructure.</p>

<p>2. CBET functions effectively within the Areng Valley and generates annual income increases to CBET members</p>	<p>2.1 By Jan 2020 annual income to CBET members generated from tourism exceeds US\$ [REDACTED]</p> <p>2.2 By Jan 2020 at least ten tour operators have signed business contracts with CBET management committee.</p> <p>2.3 By Jan 2020 at least two international travel guides describe Areng Valley CBET.</p> <p>2.4 By Jan 2020 at least 500 international tourists visit Areng Valley CBET annually.</p>	<p>2.1 Financial records from CBET management committee</p> <p>2.2 Copies of business contracts</p> <p>2.3 Copies of travel guides; screenshots of websites; link to CBET booking website</p> <p>2.4 Visitor records from CBET management committee; photographs; endorsements from tourists</p>	<p>Ecotourism market within Cambodia and Southeast Asia is not saturated and sufficient numbers of tourists exist to prevent over-competition with existing and developing ecotourism initiatives. Cambodia remains safe and stable global tourism destination.</p> <p>Marketing and attractions able to attract Cambodian and Asian tourists in addition to 'Westerners'.</p>
<p>3. Women's Credit and Savings Groups established in 8 villages in the Areng Valley and supporting at least 200 microenterprises per year</p>	<p>3.1 By Jan 2018 eight Women's Credit and Savings Groups established with at least 200 women participating.</p> <p>3.2 By Jan 2018 credit and savings policies for Women's Credit and Savings Groups have been developed and agreed upon.</p> <p>3.3 By Jun 2018 at least 100 women from the community have received financial literacy and basic business</p>	<p>3.1 Meeting minutes and lists of members of each Credit and Savings Group</p> <p>3.2 Copies of policies and regulations of each Credit and Savings Groups</p> <p>3.3 List of trainees and reports of trainings; verbal endorsements from women trainees regarding skills</p> <p>3.4 Financial records from Women's</p>	<p>Opportunities exist for microenterprise within communities in Areng Valley.</p> <p>Rules and regulations of Women Credit and Savings Groups perceived as transparent, fair, and inclusive.</p> <p>Women in Areng Valley sufficiently empowered to engage in Women's Credit and Savings Groups.</p>

	management skill training.	Credit and Savings Groups	
4. Multi-agency anti-poaching law enforcement teams patrol minimum of 15 days per month reducing threats to commercially hunted mammal species	4.1 By Jan 2018 at least 15 multi-day law enforcement patrols conducted monthly	4.1 Law enforcement patrol data and monthly reports from enforcement database 4.2 Law enforcement patrol data from enforcement database	Law enforcement patrolling, combined with societal peer-pressure in communities involved in CBET, sufficient to reduce levels of commercial poaching of threatened mammal species.
5. Model of Community Based Ecotourism in the Cardamom Rainforest Landscape is regarded as a global best practice methodology for developing sustainable livelihoods for communities impacted by the Illegal Wildlife Trade	5.1 By Jan 2020 at least one peer-reviewed paper documenting CBET process and outcomes in Chi Phat and the Areng Valley is published 5.2 By Jan 2019 all project materials and resources are available on an open-access website 5.3 By Jan 2020 at least two alternative livelihood development projects, from outside Cambodia, have visited CBET sites in the Cardamom Rainforest Landscape	5.1 Copy of peer-reviewed paper 5.2 Website links and information on visitors 5.3 Details of project visit to CBET sites including agenda, minutes, and photographs	Project outcomes are sufficiently scientifically robust and novel to merit publication.  The project is able to robustly demonstrate community level behavior change / reduction in households engaged in Illegal Wildlife Trade.  Alternative livelihood projects from outside Cambodia have sufficient funds/resources to visit the Cardamom Rainforest Landscape.



### **Annex 3 Standard Measures**

In future years it is our intention to develop a series of standard measures in order to collate some of the quantitative measures of activity, input and output of IWT projects. These will not be measures of the impact or effectiveness of IWT projects but will contribute to a longer term dataset for Defra to draw upon. The collection of standard measures data will be important as it will allow us to understand the combined impact of all the UK Government funded Challenge Fund projects. This data will therefore provide useful information for the Defra Secretariat and for Defra Ministers regarding the Challenge Fund.

The standard measures for the IWT Challenge Fund are currently under development and it is therefore not necessary, at present, to complete this Annex. Further information and guidance about the IWT standard measures will follow.



## Checklist for submission

	Check
<b>Is the report less than 10MB?</b> If so, please email to <a href="mailto:IWT-Fund@ltsi.co.uk">IWT-Fund@ltsi.co.uk</a> putting the project number in the subject line.	X
<b>Is your report more than 10MB?</b> If so, please discuss with <a href="mailto:IWT-Fund@ltsi.co.uk">IWT-Fund@ltsi.co.uk</a> about the best way to deliver the report, putting the project number in the subject line.	
<b>Have you included means of verification?</b> You need not submit every project document, but the main outputs and a selection of the others would strengthen the report.	X
<b>Do you have hard copies of material you want to submit with the report?</b> If so, please make this clear in the covering email and ensure all material is marked with the project number.	
Have you involved your partners in preparation of the report and named the main contributors	X
Have you completed the Project Expenditure table fully?	X
Do not include claim forms or other communications with this report.	