

Submit by 2359 GMT on Tuesday 20 February 2018

## Department for Environment, Food and Rural Affairs

# Application form for Illegal Wildlife Trade Challenge Fund Round 4 - Stage 2

Before completing this form, please read both the Fair Processing Notice on pages 18 and 19 of this form and the Guidance. This is available at [GOV.UK](http://GOV.UK). Where no word limits are given, the size of the box is a guide to the amount of information required.

## 1. Name and address of lead organisation

Notification of results will be by email to the Project Leader only

<b>Applicant Organisation Name:</b>	Wildlife Conservation Society (WCS)
<b>Address:</b>	
<b>City and Postcode:</b>	
<b>Country:</b>	
<b>Project Leader name:</b>	Sotheary Sao
<b>Project Leader email:</b>	
<b>Project Leader phone:</b>	

## 2. Stage 1 reference and project title

<b>Stage 1 Ref:</b> 401	<b>Title (Max 10 words):</b> Combatting transnational ivory and rhino horn trafficking networks in Cambodia.
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## 3. Project dates and budget summary

<b>Start date: 1 July 2018</b>	<b>End date: 31 December 2020</b>	<b>Duration: 2.5 years</b>	
<b>2017/18</b> £ 82,166	<b>2018/19</b> £ 113,285	<b>2019/20</b> £ 92,100	<b>Total request</b> £ 287,551
<b>Proposed (confirmed and unconfirmed) co-financing as % of total Project cost</b>			<b>44%</b>
<p>We will match this investment with approximately £ (depending on exchange rate) from a variety of sources including the Bureau of International Narcotics and Law Enforcement Affairs (INL), USFWS, the General Secretariat of National Council for Sustainable Development Eastern Plains Landscape (GSSD (CAMPAS)), and private donors.</p>			

## 4. Summary of Project

Please provide a brief summary of your project, its aims, and the key activities you plan on undertaking. Please note that if you are successful, this wording may be used by Defra in communications e.g. as a short description of the project on GOV.UK. Please bear this in mind, and write this summary for a non-technical audience.

(Max 80 words)

Cambodia is a key transit country for large shipments of African ivory and rhinoceros horn, destined for consumer markets in Vietnam and China. This project will, improve the abilities of law enforcement agencies to detect and investigate wildlife trafficking, and to collaborate with officials in key countries.

## 5. What will be the Outcome of the project?

(See Guidance Notes 3.1 and 4, and Annex B - guidance on developing a logframe)

This should be an action orientated statement e.g. training provided to the judiciary results in increased successful prosecutions of poaching. **This should be the same as the Outcome statement given in Question 25.**

(Max 30 words)

Enhanced capacity and commitment to combat ivory and rhino horn trafficking by key enforcement agencies leads to greater rates of detection and convictions for cases at key smuggling ports.

## 6. Which of the four key IWT Challenge Fund objectives will your project address?

6.a. Put an X in all that apply (See Guidance Note 3.1)

1. Developing sustainable livelihoods and economic development, to benefit people directly affected by IWT	
2. Strengthening law enforcement	X
3. Ensuring effective legal frameworks	X
4. Reducing demand for the products of the illegal wildlife trade	

6.b. Which of the commitments made in the London Conference Declaration, the Kasane Statement and/or the Hanoi Conference does this project support?

**Please provide the number(s) of the relevant commitments: there is no need to include the text from the relevant commitment.** See Guidance Notes 4.1 and Annex A)

This proposal supports the London IWT Conference declaration commitments X, XI, XIII, XV, XVI, XVII; action 5 of the Kasane Statement, Actions B and C of the Hanoi Conference statement and specifically assists the Kingdom of Cambodia to meet its commitments made in Annex 1 of the Hanoi statement.

### 6.c. Global Goals for Sustainable Development (SDGs)

Please detail how your project will contribute to the Global Goals for Sustainable Development (SDGs).

(Max 250 words)

This project will support the Royal Government of Cambodia to make significant progress towards achieving SDG 15. It will contribute towards halting the loss of biodiversity and preventing extinction of threatened species, and to take urgent and significant action to end poaching and trafficking of protected species including African elephants, rhinoceroses, pangolins and lions. Illegal killing and trafficking is the primary threat driving the decline of African elephants, rhinoceroses and pangolins, and is a significant threat to lions. Enhancing the rule of law through building capacity of law enforcement agencies, will result in the disruption and degradation of illegal supply chains of ivory, rhino horn, pangolin scales and lion bones flowing through Cambodia and will reduce pressure on wild populations in Africa. The project will also contribute towards SDG 16 - peace, justice and strong institutions. Increasing communication between national institutions in Cambodia, Vietnam and China will enhance international cooperation to prevent and combat transnational organized wildlife crime.

## 7. Country(ies)

(See Guidance Notes 3.3 and 4.5)

Which eligible country(ies) will your project be working in? You may copy and paste this table if you need to provide details of more than four countries.

<b>Country 1: Cambodia</b>	<b>Country 2: Vietnam</b>
<b>Country 3: China</b>	<b>Country 4:</b>

### 8. a. About the lead organisation:

What year was your organisation established/ incorporated/ registered?	1895
What is the legal status of your organisation?	NGO
How is your organisation currently funded?	WCS receives support from a diverse group of government and private sources. These include the U.S. Agency for

	International Development (USAID), UK government, Norwegian government, Global Environment Facility (GEF), World Bank, European Union, UNDP, German government, Agence Française de Développement (AFD), U.S. Fish and Wildlife Service (USFWS), Gordon and Betty Moore Foundation, Liz Claiborne and Art Ortenberg Foundation, John D. and Catherine T. MacArthur Foundation, Margaret A. Cargill Foundation, The Rockefeller Foundation, The Howard G. Buffett Foundation, The Paul G. Allen Family Foundation, Doris Duke Charitable Foundation, The Leona M. and Harry B. Helmsley Charitable Trust, and Blue Moon Fund.
Have you provided the requested signed audited/independently examined accounts?	Yes

**8b. Provide detail of 3 contracts/projects previously undertaken by the lead organisation that demonstrate your credibility as an organisation and provide track record relevant to the project proposed.** These contacts should have been held in the last 5 years and be of a similar size to the grant requested in your IWT Challenge Fund application. They can include IWT Challenge Fund and Darwin Initiative projects.

<b>Contract/ Project 1 Title</b>	Conserving biodiversity and reducing poverty through wildlife-friendly farming in Cambodia
<b>Contract Value/ Project budget</b>	
<b>Duration</b>	1 April 2013 – 31 March 2016
<b>Role of organisation in project</b>	Project Lead

**Brief summary of the aims, objectives and outcomes of the project.**

The forests and wetlands of northern Cambodia and the Tonle Sap Biosphere Reserve are of exceptional importance for biodiversity conservation, lying within the Indo-Burma Biodiversity Hotspot and including two of the Global 200 Ecoregions. The region supports over 30 Globally Threatened species, including 8 listed as Critically Endangered. The remaining populations of these species are found almost entirely within a complex of protected areas that cover the range of forested and wetland habitat types. These protected areas are heavily threatened by over-hunting and conversion to agriculture, driven by the local resident human population from existing villages (which pre-date the parks) and agro-industrial concessions. The local people are amongst the poorest in Cambodia, and are dependent upon the forest and land resources of the parks for their livelihoods. Cambodia's Poverty Reduction Strategy Paper particularly prioritises these people who are stuck in a cycle of poverty owing to remoteness of location, limited market access and insecure land tenure. Reconciling the development needs of local people whilst meeting national and global objectives for biodiversity conservation is therefore a critical question in Cambodia. This project was identified based upon WCS's long-term work on-the-ground at the sites and our research programme with Imperial College.

The objectives of the project were to:

(a) Mainstream local human development goals into park management. Local people within the parks use natural resources and land for their livelihoods, and are impacted both by inappropriately designed park regulations and large-scale development initiatives that expropriate land without compensation. WCS worked with park authorities and government agencies to ensure that development plans and park management appropriately recognised local livelihood and biodiversity conservation priorities.

(b) Demonstrate a rights-based approach to local land-use planning that respects residents' needs (including indigenous people, using trained facilitators). Local people are constrained by lack of tenure over land and natural resources. Using participatory land-use planning, WCS and SMP facilitators worked with government, park managers, and local people to demarcate land parcels for local use and biodiversity conservation. Agreed land-use boundaries provided the foundation for Ibis Rice.

	<p>(c) Implement Ibis Rice to provide more local residents with an alternative development pathway linked to biodiversity conservation. The programme was voluntary, and implementation included specific measures to target poor and vulnerable households in each village and promote capacity-building activities to improve farmer knowledge both of the programme and growing produce for markets. WCS built SMP's capacity to manage the programme.</p> <p>(d) Analyse livelihood and biodiversity impacts. Using the existing Imperial-WCS research as a baseline, we evaluated the impact of Ibis Rice on livelihoods by comparing participating and non-participating households with matched control households. Biodiversity impacts were assessed through monitoring bird populations.</p>
<b>Client contact details (Name, e-mail, address, phone number).</b>	UK Government's Darwin Initiative - LTS International, darwin-projects@ltsi.co.uk

<b>Contract/ Project 2 Title</b>	Scaling up Enforcement Capacity and Cooperation to Combat Wildlife Trafficking Networks in Latin America and Southeast Asia
<b>Contract Value/ Project budget</b>	
<b>Duration</b>	28th September 2015 – 30 <sup>th</sup> September 2019
<b>Role of organisation in project</b>	Project Lead

<p><b>Brief summary of the aims, objectives and outcomes of the project.</b></p>	<p>Wildlife trafficking is having a devastating effect on many species across the globe. There are a number of challenges to effective law enforcement to combat wildlife trafficking including: insufficient engagement and capacity among agencies and officers responsible for Combating Wildlife Trafficking (CWT), weak mechanisms to share information, limited strategic intelligence-led action against traffickers, and a lack of trust between agencies to share information and coordinate enforcement efforts.</p> <p>WCS will leverage our unparalleled field presence and CWT expertise in Asia and Latin America to have regional-level impact along major wildlife crime networks. We will focus activities in Viet Nam, Lao PDR, Cambodia, Indonesia, Mongolia, Peru, Ecuador, and Colombia, where WCS has well-established programs and government relationships, and through coordination with other partners, can ensure the project complements existing and upcoming USG support for CWT.</p> <p>WCS develops locally relevant and culturally-appropriate solutions driven by national expertise within our programs and partners. Our project over two years, will result in improved capacity for over 550 frontline law enforcement officers along major wildlife trafficking routes in the eight target countries. The project will also improve information sharing across borders between relevant agencies and catalyse enforcement actions against wildlife criminals. Together, these results will lead to an increase in the number of successful arrests, prosecutions, and convictions of individuals involved in the trafficking of wildlife. This more effective enforcement will have the long-term impact of disrupting criminal networks and reducing poaching pressure on wildlife populations across the globe. We will achieve these results through the following set of objectives and activities:</p> <p>Objective 1: Enhance the capacity of law enforcement and criminal justice sector officials from key Asian and Latin American states who are involved in the protection of wildlife and in the enforcement of related laws.</p> <p>Objective 2: Improve cross-border investigations for key countries across Asia and Latin America to build and strengthen law enforcement information sharing and investigative functions that can assist in major wildlife arrests and seizures.</p>
<p><b>Client contact details (Name, e-mail, address, phone number).</b></p>	<p>International Narcotics and Law Enforcement Affairs, U.S. Department of State</p>

<b>Contract/ Project 3 Title</b>	UK IWT Challenge Fund: Cutting Out the Middleman: Combatting Wildlife Trafficking in Vietnam
<b>Contract Value/ Project budget</b>	£
<b>Duration</b>	1st April 2014 - 31st March 2017
<b>Role of organisation in project</b>	Project Lead
<b>Brief summary of the aims, objectives and outcomes of the project.</b>	<p>This project aimed to build the capacity, political interest, and longer-term commitment of government, media and civil society to reduce illegal trafficking in wildlife. It also aimed to strengthen enforcement and prosecution of wildlife trafficking crimes and help disrupt and dismantle the criminal networks driving the illegal trade.</p> <p>The project has strengthened 1) capacity of law enforcement agencies through a series of training support programs, legislative reform support, deployment of a professional intelligence management system, and generation of actionable intelligence on rhino horn and elephant ivory leading to a series of enforcement actions and our partners in HCMC procurance, requesting, for the first time ever in Viet Nam, the maximum prison sentence of seven years for a rhino horn smuggler; 2) national policy to address IWT. WCS leveraged support from the UNODC and completed an ICCWC Toolkit assessment on Forest and Wildlife Crime. Based on that analysis, WCS and the CITES MA drafted a National Target Program on Combating the Illegal Trade and Consumption of Wildlife that is undergoing national consultations at present; and 3) international cooperation. WCS facilitated bi-lateral dialogues between Viet Nam and Mozambique, Tanzania, Kenya and South Africa that has led to the agreement and development of a series of cooperation MoUs, the initiation of negotiations on a Mutual Legal Assistance Treaty between Viet Nam and Mozambique including the proposal to station a Vietnamese Law Enforcement officer in the Maputo Embassy. Furthermore, the project enabled a sampling of rhino horn and ivory stockpiles and the transfer of those samples to laboratories in South Africa for analysis, the first time this has ever been achieved.</p>
<b>Client contact details (Name, e-mail, address, phone number).</b>	UK Government's IWT Challenge Fund - LTS International, iwt-fund@ltsi.co.uk



## 9. Project partners

**Please list all the partners involved (including the Lead Organisation) and explain their roles and responsibilities in the project.** Describe the involvement at all stages, including project development. This section should illustrate the capacity of partners to be involved in the project, and how local institutions, local communities, and technical specialists are involved as appropriate. Please provide written evidence of partnerships.

Please copy/delete boxes for more or fewer partnerships.

<b>Lead Organisation name:</b>	Wildlife Conservation Society
<b>Website address:</b>	<a href="http://www.wcs.org">www.wcs.org</a>
<b>Details (including roles and responsibilities and capacity to engage with the project):</b>	<p>(Max 200 words)</p> <p>WCS has been supporting the Ministry of Agriculture, Forestry and Fisheries, and the Ministry of Environment to manage a suite of protected areas effectively in Cambodia since 1999.</p> <p>As of 2014, we have used our technical and legal expertise, strong government relationships, and extensive field knowledge, to assist relevant government agencies in combatting illegal wildlife trafficking, including the General Department of Customs and Excise, the Forestry Administration and the Ministry of Justice. We have provided strategic capacity building programs to law enforcement agencies in wildlife crime investigation and enforcement techniques, provided extensive technical input to legislative reform to strengthen prohibitions and penalties for wildlife trafficking, supported bi-lateral dialogues on illegal cross border trade, and facilitated greater collaboration between key agencies and the judiciary in wildlife trafficking cases.</p> <p>WCS Cambodia will be the lead organization on this project, coordinating the implementation and administration of all project activities, managing in-country partnerships and facilitating bi-lateral and multi-lateral collaboration.</p>

<b>Partner Name:</b>	The General Department of Customs and Excise (GDCE)
<b>Website address:</b>	<a href="http://www.customs.gov.kh/">http://www.customs.gov.kh/</a>
<b>Details (including roles and responsibilities and capacity to engage with the project):</b>	<p>(Max 200 words)</p> <p>The General Department of Customs and Excise (GDCE) is the primary project partner. It is on the frontline of transnational wildlife trafficking, with a mandate to prevent import and export of illegal goods and to investigate and suppress major smuggling activities throughout the country. GDCE has staff stationed at all international airports and ports and has been the lead agency for 95% of the seizures of African elephant ivory and rhinoceros horn since 2012. GDCE works with a number of other agencies to detain suspects, investigate crimes and file court cases, including Police, Forestry Administration and the Prosecution.</p> <p>GDCE will be a key partner for capacity building and the development of Standard Operating Procedures (SOPs) (Output 2), and in the bi-lateral dialogues on wildlife trafficking (Output 4). GDCE will also help to facilitate the involvement of additional government agencies at the airports and ports (e.g., immigration, Police, Ministries of Commerce, Justice and Interior).</p>
<b>Have you included a Letter of Support from this organisation?</b>	Yes

<b>Partner Name:</b>	Forestry Administration, Ministry of Agriculture, Forestry and Fisheries
<b>Website address:</b>	<a href="http://www.maff.gov.kh">www.maff.gov.kh</a> <a href="https://www.facebook.com/forestry.maff.gov.kh/">https://www.facebook.com/forestry.maff.gov.kh/</a>

<p><b>Details (including roles and responsibilities and capacity to engage with the project):</b></p>	<p>(Max 200 words)</p> <p>The Forestry Administration (FA) is also a key partner with the mandate to prevent illegal wildlife trade throughout Cambodia, including at international airports and ports. GDCE typically informs and cooperates with FA on wildlife related offences detected at the airports and ports; FA have been involved in several of the ivory and rhino horn seizures since 2012 and in some cases have been the agency responsible to file court cases against the perpetrators of transnational wildlife crimes. (In other cases GDCE has filed the court cases.) FA, as the CITES Scientific Authority for Cambodia, is also the nominated agency for the implementation of Cambodia's National Ivory Action Plan and thus must coordinate with a number of other agencies, particularly GDCE, to fulfil this role.</p> <p>The project will collaborate with central and subnational FA, capacity building and the development of SOPs (Output 2), and FA will also participate in the bi-lateral dialogues on wildlife trafficking (Output 4).</p>
<p><b>Have you included a Letter of Support from this organisation?</b></p>	<p>Yes</p>

## 10. Project staff

**Please identify the core staff 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. Please include more rows where necessary. These should match the names and roles in the budget spreadsheet.

Please include more rows where necessary.

Name (First name, Surname)	Role	% time on project	1 page CV attached?
Sotheary Sao	Project Leader	60	Yes
Mengey Eng	Communications Officer	20	Yes
Sarah Brook	Technical Advisor	30	Yes

Ray Chan	CWT Law Enforcement Advisor	4	Yes
Scott Robertson	CWT Regional Coordinator	4	Yes

## 11. Species project is focusing on

(See Guidance Note 4.2)

Where there are more than 4 species that will benefit from the project's work, please add more boxes.

1. African elephant	2. Rhinoceros species
3. Lion	4. Pangolin species

## 12. Problem the project is trying to address

What specific aspect(s) of the illegal trade in wildlife will your project address? Please describe the level of threat to the species concerned. Please also explain which communities are affected by this issue, and how this aspect of the illegal trade in wildlife relates to poverty or efforts of people and/or states to alleviate poverty.

(Max 300 words)

Cambodia has emerged as a key entry point for shipments of African elephant ivory, rhino horn, lion bones, pangolin scales and timber being illegally imported from Africa for export to major markets in Vietnam and China. This trade is driving illegal killing across the African continent of these iconic species, fostering corruption and weakening security. Increased enforcement effort at seaports in Vietnam and China has led to criminals utilising Cambodia as a path of low resistance; moving shipments through Cambodia's sea ports and re-exporting through poorly regulated land borders and airports. Since 2012, all six rhino horn seizures and twelve of fifteen ivory seizures in Cambodia involved Vietnamese or Chinese nationals; almost all were intercepted at Sihanoukville, Phnom Penh dry port and Phnom Penh or Siem Reap Airports. At the 69<sup>th</sup> CITES Standing Committee (SC) meeting, Cambodia was warned that if progress is not made on implementation of its National Ivory Action Plan (NIAP) all commercial trade in CITES species would be suspended.

The SC69 decision has energised the government to reform, but in order for Cambodia to make progress, we believe that higher-level engagement with domestic enforcement and judicial agencies and their counterparts in source and demand countries is crucial. These actions can benefit Cambodians with greater rule of law, disruption of organised crime groups. Disrupting these illicit supply chains will also reduce poaching pressure in Africa thus improving livelihood security for rural African communities sustained by income from nature-based eco-tourism.

## 13. Methodology

Describe the methods and approach you will use to achieve your intended outcomes 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
- How you will undertake the work (materials and methods)

- How you will manage the work (roles and responsibilities, project management tools etc.).

(Max 750 words - this may be a repeat of some information from Stage 1, updated or refined as necessary. Tracked changes are **not** required.)

There have been limited IWT projects in Cambodia to date, and only a handful seeking to address emerging trans-continental trafficking flows from Africa. Existing initiatives are primarily focussed on domestic IWT issues with traditional conservation partners in the Forestry Administration or Ministry of Environment. Insufficient attention has been paid to building an understanding of the illicit supply chains operating in Cambodia; enhancing capacity of judicial agencies and leveraging a greater profile for this issue at a central level.

This project will enhance strategic law enforcement and judicial responses to international wildlife trafficking in Cambodia, from the point of seizure through to prosecution and conviction. We will work with non-traditional agencies such as GDCE, Ministries of Commerce, Justice and Interior (Police), and the Forestry Administration (FA).

Our initial focus will be with central agencies and in the major international entry/exit points of Sihanoukville port, Phnom Penh dry port, and Siem Reap and Phnom Penh Airports where the majority of cases have been intercepted. We will build commitment and capacity through the following activities:

2. Through a series of consultations with the judiciary and enforcement agencies we will develop a set of SOPs that clarify judicial processes from seizure to prosecution. This will reduce the likelihood of cases being rejected due to flaws in their development by enforcement agencies, which has happened in the past.
3. We will enhance the awareness and capacity of 100 frontline enforcement officers (customs, police, CamControl, and FA) responsible for preventing the entry/exit of wildlife products through key ports and local prosecutors and judges through practical skill-based training of the SOPs. Learning outcomes will include detection of wildlife shipments, intelligence-led investigation techniques, and building strong cases for conviction of wildlife traffickers (e.g., best practices in judicial procedures, requirements for evidence, and case processing).

5. International coordination and information-sharing can lead to greater disruption along global illicit supply chains through parallel enforcement actions and stronger intelligence on suspects. Formal cooperation mechanisms such as Mutual Legal Assistance Treaties, Interpol i24/7 and WCO's CENcomm are important tools for this, but increasingly, informal communications over secure MMS platforms (e.g. WhatsApp, WeChat, Line) are having greater impact. The critical ingredient is trust. WCS is seen by our government counterparts as a trusted broker or interlocutor in this regard with government relationships across the globe. We will seek to build trust and enable informal information-sharing between our government counterparts in Cambodia with those we have in source and destination countries to catalyse parallel enforcement actions. in Africa to identify relevant source countries to also engage in this nature.

WCS will host small meetings of our trusted partners from Cambodia with those in Vietnam and China, the two primary destination countries for all seizures made in Cambodia. The dynamics of trafficking in Africa are rapidly changing with enhanced law enforcement across the continent. We will be flexible and responsive to our intelligence and that from our partners.'

WCS is uniquely placed, with local and regional legal and technical expertise and strong relationships with the relevant agencies to enhance capacity and commitment to enforce laws against these transnational criminals, disrupting global supply chains of ivory and rhino horn and reducing pressure on African wildlife populations. WCS will manage the project, working closely with other WCS country programmes for bi-lateral information gathering and sharing activities, including Vietnam, China, and source countries in Africa (e.g. Mozambique).

## 14. Beneficiaries

(See Guidance Note 4.5)

Who will benefit from the work outlined above, and in what ways? How will this contribute to sustainable development for the reduction of poverty? How many people are likely to benefit from this intervention e.g. number of households, and how do you intend to monitor the benefits they accrue? If your project is working in an Upper Middle Income Country, please explain how benefits will be delivered to people living in poverty in Low and/or Low Middle Income countries. Include, where possible, information on whether and how there are ways to support the most vulnerable communities, including women. Demand reduction

projects should clearly demonstrate their indirect links to poverty reduction, for example, by identifying impacts in the source countries for the products concerned.

(Max 750 words)

This project will help reduce the negative, destabilizing effects of poaching and organized crime on tourism-based livelihoods in Africa and security in these communities. We aim to disrupt international wildlife trafficking supply chains and in doing so reduce poaching pressure and help to secure wildlife populations that are crucial to Africa's wildlife-related tourism industry, which supports many livelihoods and is a key contributor to socio-economic development. Tourism is labor intensive, with low barriers to entry and dominated by small to medium-sized enterprises; as a result, the tourism sector employs a higher number of women and young people than many other industries.

Cambodians living near to locations we deliver capacity-building will benefit from this project through improvements in local governance, by having more responsive, informed and capable local law enforcement agencies,

This project will strengthen law enforcement and judicial commitment and capacity and in doing so, this work will bring about greater rule of law, through strengthened judicial institutions, greater inter-agency coordination, and increased accountability. We will track all cases of wildlife trafficking of our focal species nationally, aggregated by location to measure changes in criminal justice systems to demonstrate strengthened rule of law.

## 15. Gender

(See Guidance Note 4.6)

All applicants must consider whether and how their project will contribute to reducing inequality between persons of different gender. Explain how your project will collect gender disaggregated data and what impact your project will have in promoting gender equality.

(Max 300 words)

Gender equality is a core value for WCS. Our primary project partner, GDCE, strives to be an equal opportunity employer and typically has a higher proportion of women in technical positions than other comparable Cambodian government agencies.

This project will offer equal opportunities to persons of different genders, while implementing capacity building activities with key government agencies and in all of our media engagement. We will ensure the proportional representation of all genders in these activities and produce gender disaggregated statistics for meetings and trainings wherever possible.

The project aims to address gender inequality within government agencies, by providing female government officers with capacity development opportunities and ongoing technical support that could help them to gain access to decision-making or influential positions within their agencies. We will identify women from partnering government agencies that show leadership potential and provide greater opportunities for them to advance their careers. We will invest time to work with these women to provide greater exposure to policy development and decision-making opportunities through the development of the judicial SOPs, and to gain more operational experience through providing technical support and guidance in their daily work.

We will gather gender disaggregated statistics throughout the project on the relative roles/positions of persons of different genders for all government personnel partaking in the project, to track the potential impact of the project on career development opportunities.

Section 12 above details which communities are affected by this issue, and the impact of other illicit activities often connected to wildlife crime networks, including narcotics, weapons and illegal logging. These activities have serious impacts on rural livelihoods, communities' natural resource management systems, and environmental and community governance. These issues often disproportionately affect women over men, therefore this project is anticipated to have a positive impact on women in such communities.

## 16. Impact on species in focus

How will the species named in Question 11 above benefit from the work outlined above? What do you expect the long-term impact on the species concerned to be?



(Max 200 words)

Poaching to supply the illegal commercial trade in wildlife is the primary threat to elephants, rhinoceros and pangolins in Africa, driving global population declines of these species. It is also a significant and increasing threat to lions. Strong penalties (jail sentences and heavy fines) are key to disrupting the activities of wildlife traffickers. However, Cambodia is currently a weak point for law enforcement within Southeast Asia and consequently these organized criminal networks face very limited deterrents or disruption to their operations.

This project will benefit these species by significantly improving effective enforcement and judicial capacity in Cambodia to investigate, prosecute, and convict wildlife traffickers, resulting in reduced volumes of these species being trafficked through the country, alleviating pressure on wild populations and strengthening governance within Cambodia. The long-term impact on these species will be a reduction in poaching and trade, leading to improved status of these species in the wild.

## 17. Exit strategy

State how the project will reach a stable and sustainable end point, and explain how the outcomes will be sustained, either through a continuation of activities, funding and

support from other sources or because the activities will be mainstreamed in to “business as usual”. Where individuals receive advanced training, for example, what will happen should that individual leave?

(Max 200 words)

This project will provide Cambodian law enforcement agencies and the judiciary with a strengthened ability to carry out their agency mandates. The project will demonstrate to these agencies more effective procedures and approaches for the investigation and successful prosecution of wildlife traffickers, and provide them with the appropriate skills to use them.

We anticipate the enhanced knowledge and capacity of government agencies, increased political will and wider societal support for wildlife conservation established collaborative relationships with key source or destination countries, will catalyse greater commitment from individuals and agencies to combat wildlife trafficking, helping to sustain the project’s results in the long-term.

Sustainability of government capacity building initiatives are typically not seriously affected by staff turnover in Cambodia; retention rates are high and the government has committed to reforms, which have seen several recent increases in government salaries.

However, WCS recognises that there will be a continued need to raise funding to support counter wildlife trafficking activities in Cambodia, and already has a successful track record of doing so within the region, including complimentary initiatives funded by the US Department of State Bureau of International Narcotics and Law Enforcement Affairs.

## Funding and budget

Please complete the separate [Excel spreadsheet](#) which provides the Budget for this application. Some of the questions earlier and below refer to the information in this spreadsheet.

Please refer to the [Finance Guidance](#) for more information.

NB: Please state all costs by financial year (1 April to 31 March) and in GBP. The IWT Challenge Fund cannot agree any increase in grants once awarded.

### 18. Funding

18a) Is this a new initiative or a development of existing work (funded through any source)? Please give details

(Max 200 words):

In 2015, WCS conducted a capacity needs assessment with, and developed a strategic capacity building plan for, the Customs and Forestry Administration. Subsequently, we provided skills-based trainings in intelligence-led enforcement and built good communications with more than 60 Cambodian government officers from agencies working in the ports including Customs, Forestry Administration, Ministry of Environment and the judiciary.

Since 2016 we have also supported the Ministry of Environment to reform legislation, including ensuring the inclusion of clear prohibitions and strong penalties against wildlife trafficking, which is due to be passed in 2018.

In June 2017, we supported the Ministry of Justice in hosting the first national-level meeting on the judicial response to wildlife trafficking, involving all relevant agencies, and resulting in key recommendations that will be taken forward under this project.

We have supported two bi-lateral meetings at the sub-national level to initiate cross-border dialogue between Vietnam and Cambodia on counter wildlife trafficking. In addition, WCS is the only NGO partner supporting the Forestry Administration and CITES Management Authority in the development and implementation of Cambodia's National Ivory Action Plan, including providing technical support to the implementation of activities to strengthen management of ivory seizures and stockpiles.

18b) Are you aware of any other individuals/organisations/projects carrying out or applying for funding for similar work?

**Yes**

If yes, please give details explaining similarities and differences, and explaining how your work will be additional to this work and what attempts have been/will be made to co-operate with and learn lessons from such work for mutual benefits:

UNODC has implemented a number of one-off trainings, including a course in 2017 for Prosecutors on prosecution of wildlife crime cases, in addition to the Container Control Programme (CCP) which focuses on instituting container profiling practices to identify high-risk containers, and allow systematic targeting of cargo for inspection. In 2018, the CCP will focus on airport cargo in Phnom Penh.

The Wildlife Rapid Rescue Team of the local NGO Wildlife Alliance focuses largely on domestic trade in Cambodia, and typically measures success in terms of number of animals/products confiscated.

FFI Cambodia are currently implementing an IWT Challenge Fund grant. Their work focuses on obtaining a better understanding of ivory markets in Cambodia, They also support the development of a national genetics lab to enable tests for species identification and geographic provenance of ivory to be done within country. WWF aim to develop subnational interventions to reduce cross-border trade between Cambodia and Vietnam (Mondulkiri and Dak Lak Provinces), reducing leakage of wildlife from Cambodian protected areas into Vietnamese markets, and strengthening transboundary protected area management.

WCS coordinates with NGOs to ensure our work is complementary to rather than overlapping with that of other organizations.

WCS is currently the only agency engaging with all of the key ministries (Interior, Justice, Economy and Finance, Forestry Administration, Commerce) at the national level on counter wildlife trafficking, and the only NGO with an in-country presence and trusted government relationships in multiple source and destination countries. This IWT-CF project will importantly focus on post-detection interventions, procedures and skills, to encourage stronger law enforcement and judicial action against wildlife traffickers.

18c) Are you applying for funding relating to the proposed project from other sources?

**Yes/No**

If yes, please give brief details including when you expect to hear the result. Please ensure you include the figures requested in the Budget Spreadsheet as Unconfirmed funding.

We have applied for a USFWS grant (£ [REDACTED]) to continue our work supporting the RGC to strengthen progress in the implementation of its National Ivory Action Plan. We expect to hear the result in May or June 2018. These figures have been included in the budget as unconfirmed funding.

**19. Co-financing****19a) 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 Challenge Fund](#)" and Guidance Note 3.3 and 8.1)

**Confirmed:**

INL/C: £for capacity building, development of SOPs and bi-lateral dialogue between Vietnam and Cambodia

**19b) Unsecured**

Provide details of any co-financing where an application has been submitted, or that you intend applying for during the course of the project. This could include co-financing from the private sector, charitable organisations or other public sector schemes.

<b>Date applied for</b>	<b>Donor organisation</b>	<b>Amount</b>	<b>Comments</b>
1 <sup>st</sup> February 2018	USFWS Asian Elephant Conservation Fund		

**19c) None**

If you are not proposing co-financing, please explain why.

(Max 150 words)

N/A

## 20. Financial Risk Management

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.

(Max 200 words)

WCS has strong financial management policies and procedures in place to mitigate the risks of fraud or bribery. A risk to this project is that law enforcement agencies and the judiciary will be unwilling to participate in project activities. WCS, however, has been working in close partnership with government agencies, including the Forestry Administration, for 18 years. Our partnership to date with GDCE has led us to believe that they are very interested in combatting wildlife trafficking, and are keen for opportunities to develop their capacity in this area. The three court cases submitted by Customs and the Forestry Administration, which have secured the first convictions for ivory and rhino horn traffickers in Cambodia, further demonstrate that there is political will within government agencies to prosecute and convict wildlife traffickers, and that significant progress can be made by building on this foundation. Furthermore, GDCE has recently requested WCS assistance in collaborating with Customs in Vietnam, which, given our strong presence and government relationships in other source and destination countries, we are well equipped to facilitate.

## 21. Capital items

If you plan to purchase capital items with IWT funding, please indicate what you anticipate will happen to the items following project end. If you are requesting more than 10% capital costs, please provide your justification here.

(Max 150 words)

N/A

## 22. Value for money

Please describe why you consider your application to be good value for money including justification of why the measures you will adopt will secure value for money.

(Max 250 words)

This project offers value for money as it complements existing investments focused on improving detection of contraband, and builds on experience obtained through combating domestic trade, with an approach that will strengthen the capacity of law enforcement agencies and the judiciary to investigate and prosecute transnational wildlife traffickers.

This project will be led by a small locally-based team with specific skills and experience relevant to Cambodia, directly supporting key enforcement agencies and the judiciary. It will build on existing government structures, by increasing capacity, clarifying operating procedures from seizure to prosecution, and building political support for stronger action. We will, with a comparatively small investment, mobilise and leverage significant investment of resources towards these issues from the Royal Government of Cambodia.

GDCE is, in comparison with environmental agencies, relatively well-funded and professionalized, and thus will be able to direct significant resources towards, and institutionalize, effective counter wildlife trafficking practices. GDCE will therefore make a substantial contribution to this project. Furthermore, increasing capacity of and collaboration between law enforcement agencies and the judiciary on wildlife cases, will allow us to capitalize on the willingness the judiciary has recently demonstrated to prosecute and convict wildlife criminals, enhancing project outcomes.

## 23. Ethics and human rights

(See Guidance Notes 5.4 and 6.1)

Outline your approach to meeting the IWT's key principles for ethics as outlined in the guidance notes. Additionally, if there are any human rights and/or international humanitarian law risks in relation to your project? If there are, have you carried out an assessment of the impact of those risks, and of measures that may be taken in order to mitigate them?

(Max 250 words)

WCS is a founding member of the Conservation Initiative for Human Rights (<http://community.iucn.org/cihr>) and works to ensure ethical approaches to biodiversity conservation. These efforts are supported by the WCS Institutional Review Board (IRB), which is charged with reviewing the level of risk to human subjects in research, assessing the methodology and protections afforded those subjects, and ensuring that they are exposed to no greater risk than they would experience in everyday life. Our partnerships with local people across the region strive to understand natural resource governance and law enforcement in the context of valuing and applying traditional knowledge to addressing biodiversity and poverty alleviation challenges. For example, in Cambodia we have strongly supported the development of sustainable revenue generating activities that have a direct and positive impact on both livelihoods and wildlife conservation (<http://www.smpcambodia.org>).

We do not foresee any specific issues in this project regarding promoting the rule of law as in Cambodia the law is applied regardless of ethnicity or religion.

## 24. Outputs of the project and Open Access

(See Guidance Note 5.5)

Please describe the project's open access plan and detail any specific costs you are seeking from the IWT Challenge Fund to fund this.



(Max 250 words)

The Wildlife Conservation Society is committed to an evidence-based approach to conservation.

SOPs for law enforcement agencies will be developed together with government agencies in Cambodia and shared widely within WCS's counter wildlife trafficking programme, where content may be transferrable and adaptable to other countries' legislative or institutional frameworks. Costs for development of SOPs through small consultations with relevant partners, and printing of SOPs, have been included within the budget.

Media articles on wildlife trafficking will be, by their nature, publicly available. Additional project outputs (e.g., reports, official statements, training manuals) will be made available through the WCS Cambodia website.

## Project monitoring and evaluation

### 25. Logical framework

IWT Challenge Fund projects will be required to monitor (and report against) their progress towards their expected outputs and outcomes. 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.

**Annex B and Annex C in the Guidance provides helpful advice on completing a logical framework**

Project Summary	Measurable Indicators	Means of Verification	Important Assumptions
<b>Impact:</b> Enhanced rule of law disrupts and degrades illegal supply chains of African elephant ivory and rhino horn flowing through Cambodia reducing pressure on wild populations and improving the governance environment (Max 30 words)			
<b>Outcome:</b> Enhanced capacity and commitment to combat ivory and rhino horn trafficking by key enforcement agencies leads to greater rates of detection and convictions for cases at key smuggling ports (Max 30 words)	0.1 By 2021 the number of ivory and rhino horn seizures resulting in prosecution and conviction has increased by 50% from the baseline  (baseline = 3 convictions/21 seizures since 2012 as of January 2018)	0.1 Records of ivory and rhino horn seizures and arrests made by law enforcement agencies nationwide, aggregated by locality to measure differences in where investments are being made  0.2 records of prosecutions, convictions and penalties applied	partners continue to make records available to WCS
2. Law enforcement officers and the judiciary follow clear SOPs for wildlife trafficking cases from seizure to prosecution	2.1 By 2021 SOPs for law enforcement agencies on how to handle wildlife trafficking cases from seizure to prosecution have been developed, distributed and are being	2.1 SOPs for law enforcement agencies on dealing with wildlife trafficking from seizure to prosecution, produced and disseminated to relevant agencies	Inter-agency agreements can be reached on SOPs and endorsed by central agencies

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	<p>implemented</p> <p>(baseline = agencies all have different procedures not specific to wildlife cases)</p>		
<p>3. Customs, FA, checkpoint officers and police in Sihanoukville, Phnom Penh and Siem Reap have the capacity to conduct investigations following seizures, gather evidence and to develop strong cases for prosecution by working closely with the prosecutors.</p>	<p>3.1 By 2020 at least 30% of trainees apply the relevant knowledge and skills to active wildlife trafficking cases</p> <p>(baseline = not usually monitored by training providers)</p> <p>3.2 By 2020 4 training courses identify at least 3 'champions' (i.e. trustworthy officers who take actions, actively participate and are cooperative) within law enforcement agencies and the judiciary in Siem Reap, Sihanoukville, and Phnom Penh</p> <p>(baseline = very little information sharing between agencies and each agency has its own different procedures)</p> <p>3.3 At least 33% of trainees are female, and by 2021 female government officers that have participated in the project are actively contributing to or leading wildlife trafficking cases</p> <p>(baseline = female enforcement officers are usually absent or in</p>	<p>3.1 Pre- and post-training assessments, attendance lists, training materials, stratified by gender</p> <p>3.2 'Champions' are sharing information between agencies and, facilitating implementation of SOPs</p> <p>3.3 Meeting notes and attendance lists, pre- and post- training assessments, case files, court records</p>	<p>Customs, police and prosecutors continue to collaborate with WCS and maintain an interest in capacity building activities</p> <p>Government agencies and individuals are committed to addressing the gender imbalance</p>

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	junior positions, typically making up less than ¼ of training participants)		
<p><b>5.</b> International pressure on Cambodian agencies and bi-lateral collaboration between Cambodian law enforcement officers and their counterparts in Vietnam, China and relevant source countries on specific cases, enhances the commitment and capability of Cambodian government agencies to address wildlife trafficking</p>	<p>4.2 By 2021 Cambodian agencies have participated in bi-lateral dialogues (e.g. through trainings, informal or formal meetings, exchange visits) with at least two source or destination countries and shared information on cases</p> <p>(baseline = 2 meetings at subnational level between Vietnam and Cambodia in 2016/2017, no information shared on cases)</p>	<p>4.2 Bi-lateral meeting reports, training reports, actionable intelligence products shared with source or destination countries</p>	<p>Cambodia continues to have productive bi-lateral relationships with Vietnam and China on enforcement matters</p> <p>Cambodian agencies are willing to cooperate with other countries</p>
<p><b>Activities</b> (each activity is numbered according to the output that it will contribute towards, for example 1.1, 1.2 and 1.3 are contributing to Output 1)</p> <p>2.1 Host a series of consultations with the judiciary and enforcement agencies to develop a set of SOPs for airports and ports, clarifying judicial processes from seizure to prosecution, and reducing the likelihood of cases being rejected due to flaws in their development by enforcement agencies</p> <p>2.2 Hold an inter-agency workshop for the adoption of SOPs</p>			

- 3.1 Provide practical skills-based training for approximately 100 law enforcement officers in detecting wildlife shipments, conducting intelligence-led investigations, and building strong cases for prosecution and conviction of wildlife traffickers (e.g. best practices in judicial procedures, requirements for evidence, and case processing)
- 3.2 Identify 'champions' within law enforcement agencies through trainings, provide technical support to champions and help facilitate information sharing between agencies
- 3.3 Champions promote the adoption and implementation of SOPs for airports and ports within their agencies
- 4.3. Regular monitoring of content related to wildlife trafficking in local media sources
- 5.2 Together with our programmes in Cambodia, Vietnam, China and other relevant countries, organize a series of small bi-lateral meetings or exchange visits between law enforcement agencies in Cambodia and key source or destination countries to promote information-sharing on wildlife trafficking cases
- 5.3 Follow up with law enforcement agencies and they judiciary following bi-lateral dialogues to facilitate ongoing information sharing on wildlife trafficking cases and to monitor progress of cases in source, transit and destination countries

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

Complete the following table as appropriate to describe the intended workplan for your project (starting from Q2 July 2018). 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.

Activity	No. of months	Year 1			Year 2			Year 3			
		Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3
<b>Output 1 Customs, checkpoint officers, police and prosecutors at key ports have a detailed understanding of ivory and rhino horn trafficking networks</b>											
	30										
	30										
	5										
<b>Output 2 Law enforcement officers and the judiciary follow clear SOPs for wildlife trafficking cases from seizure to prosecution</b>											
2.1 Host a series of consultations with the judiciary and enforcement agencies to develop a set of SOPs for airports and ports, clarifying judicial processes from seizure to prosecution, and reducing the likelihood of cases being rejected due to flaws in their development by enforcement agencies	12										
2.2 Hold an inter-agency workshop for the adoption of SOPs	1										
<b>Output 3 Customs, checkpoint officers and police in Sihanoukville, Phnom Penh and Siem Reap have the capacity to conduct investigations following seizures, gather evidence and to develop strong cases for prosecution by working closely with the prosecutors.</b>											
3.1 Provide practical skills-based training for approximately 100 law	4										

	enforcement officers in detecting wildlife shipments, conducting intelligence-led investigations, and building strong cases for prosecution and conviction of wildlife traffickers (e.g. best practices in judicial procedures, requirements for evidence, and case processing)										
3.2	Identify 'champions' within law enforcement agencies through trainings, provide technical support to champions and help facilitate information sharing between agencies	18									
3.3	Champions promote the implementation of SOPs for airports and ports within their agencies	6									
Output 4	<b>A network of Cambodian journalists are advocating for effective law enforcement action and judicial responses by government agencies against ivory and rhino trafficking</b>										
4.1		5									
4.2		3									
4.3	Regular monitoring of content related to wildlife trafficking in local media sources	30									
Output 5	<b>International pressure on Cambodian agencies and bi-lateral collaboration between Cambodian law enforcement officers and their counterparts in Vietnam, China and relevant source countries on specific cases, enhances the commitment and capability of Cambodian government agencies to address wildlife trafficking</b>										
5.1		10									
5.2	Together with our programmes in Cambodia, Vietnam, China and other relevant countries, organize a series of small bi-lateral meetings or exchange visits between law enforcement agencies in Cambodia and key source or destination countries to promote information-sharing on wildlife trafficking cases	2									
5.3	Follow up with law enforcement agencies and the judiciary following bi-lateral dialogues to facilitate ongoing information	27									

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sharing on wildlife trafficking cases and to monitor progress of cases in source, transit and destination countries											
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## 27. Monitoring and evaluation plan (M&E)

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 projects M&E.

IWT Challenge Fund projects will need 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 for Darwin and IWT Challenge Fund"](#))

(Max 500 words)

Monitoring and evaluation of the project will be conducted by in-country WCS staff in collaboration with our government partners.

The number of ivory, rhino horn, pangolin and lion bone seizures will be recorded in our database, and we will track the progress of each individual case from seizure to prosecution, conviction, and penalties with the relevant law enforcement agency and the prosecutor or court representative, as well as gather information on inter-agency collaboration and court processes.

The impact of capacity building activities will be monitored through conducting pre- and post-assessments of participants' skills and knowledge development, which will also help to refine our assessment of needs. Activity 3.2 is designed to ensure follow-up with the most promising, active trainees. Wherever possible we will collect information on instances where trainees have used the skills and knowledge obtained on training courses to assist them with active wildlife trafficking cases, to provide additional data for evaluating the long-term impact of capacity building activities.

Through regular meetings and communication with partners and particularly 'champions', we will monitor the extent of information sharing between champions and agencies and the participation of champions and agencies in the implementation of SOPs. The adoption and implementation of SOPs by law enforcement agencies for wildlife trafficking cases will form the measure of success for this component.

Our media activities will be monitored through bi-weekly scanning of news outlets in Khmer and English for wildlife trafficking coverage. Article summaries and links to the original source will be published on our website and shared regionally. A set of commonly used tools and metrics will be used to monitor the performance and outreach of our website and social media pages. In particular, we will use Facebook Insights to identify and analyse the best and least performing posts.

Meetings between Cambodia and source or destination countries will monitor the commitment and participation of countries and agencies in bi-lateral dialogues and ultimately in terms of information shared and action taken on wildlife trafficking cases.

Total project budget for M&E (this may include Staff and Travel and Subsistence Costs)	
Number of days planned for M&E	90

Percentage of total project budget set aside for M&E	15%
--	-----

## FCO notifications

Please put an X in the box if you think that there are sensitivities that the Foreign and Commonwealth Office will need to be aware of should they want to publicise the project's success in the IWT Fund in the host country.

Please indicate whether you have contacted your Foreign Ministry or the local embassy or High Commission (or equivalent) directly to discuss security issues (see Guidance Notes) and attach details of any advice you have received from them.

Yes (no written advice)  Yes, advice attached  No

## Certification

On behalf of the Wildlife Conservation Society

I apply for a grant of £ 287,551 in respect of **all expenditure** to be incurred during the lifetime of this project based on the activities and dates specified in the above application.

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

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

- I enclose CVs for project principals and letters of support.
- Our last two sets of signed audited/independently verified accounts and annual report are also enclosed.

**If this section is incomplete the entire application will be rejected. You must provide a real (not typed) signature. You may include a pdf of the signature page for security reasons if you wish. Please write PDF in the signature section above if you do so.**

## Checklist for submission

	Check
Have you <b>read the Guidance</b> , including the “Guidance Notes for Applicants” and “Finance for Darwin and IWT Challenge Fund”?	X
Have you read, and can you meet, the current <a href="#">Terms and Conditions</a> for this fund?	X
Have you provided <b>actual start and end dates</b> for your project?	X
Have you provided your <b>budget based on UK government financial years</b> i.e. 1 April – 31 March and in GBP?	X
Have you checked that your <b>budget is complete</b> , correctly adds up and that you have included the correct final total on the top page of the application?	X
Has your application been <b>signed by a suitably authorised individual?</b> (clear electronic or scanned signatures are acceptable, but not the use of a script font)	X
Have you included a <b>1 page CV for all the Project Staff</b> identified at Question 10, including the Project Leader?	X
Have you included a <b>letter of support from the main partner(s) organisations</b> identified at Question 9?	X
Have you included a signed <b>copy of the last 2 years annual report and accounts</b> for the lead organisation?	X
Have you <b>checked the IWT website on <a href="#">GOV.UK</a></b> immediately prior to submission to ensure there are no late updates?	X

Once you have answered the questions above, please submit the application, not later than 2359 GMT on Tuesday 20 February 2018 to [IWT-Fund@LTSL.co.uk](mailto:IWT-Fund@LTSL.co.uk) using the first few words of the project title **as the subject of your email**. If you are e-mailing supporting documentation separately please include in the subject line an indication of the number of e-mails you are sending (e.g. whether the e-mail is 1 of 2, 2 of 3 etc.). You are not required to send a hard copy.

### Data Protection Act 1998 - Fair Processing Notice

The purpose of this Fair Processing Notice is to inform you of the use that will be made of your personal data, as required by the Data Protection Act 1998.

The Department for Environment, Food and Rural Affairs (Defra) is the data controller in respect of any personal data that you provide when you complete your application, the grant acceptance and the supplier forms.

Defra will use your personal data primarily for the purpose of processing your application for Illegal Wildlife Trade (IWT) Challenge Fund funding. By submitting an application, applicants have agreed to any disclosure of the information supplied (including the content of a declaration or undertaking) which Defra considers necessary for the administration,

evaluation, monitoring and publicising of the Funds (as detailed in the paragraphs below).

A completed application form signifies agreement to place certain details of successful applications (i.e. name, title, total grant value, project summary, lead organisation and location of project work) on the Illegal Wildlife Trade (IWT) Challenge Fund website listed below. A completed application form also signifies agreement to send data on the project proposals during the application process to British Embassies and High Commissions outside the UK, including those outside the European Economic Area.

<https://www.gov.uk/government/collections/illegal-wildlife-trade-iwt-challenge-fund>

Application form data will also be processed by Defra contractors dealing with Illegal Wildlife Trade (IWT) Challenge Fund administration, monitoring and evaluation (working within relevant data protection rules).

Defra may be required to release information, including personal data and commercial information, on request under the Environmental Information Regulations 2004 or 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 Data Protection Act 1998. The Grantee shall assist and co-operate with the Department (at the Grantee's expense) to enable the Department to comply with its disclosure obligations under these enactments.

We may use information, including personal data, to test computer systems to ensure that they work effectively and efficiently and to develop new systems in order to improve efficiency and the service that we provide to you and other persons. Any use of information for testing or developing computerised systems will be conducted in a secure manner in accordance with the Data Protection Act 1998 to safeguard the privacy of the information that you have supplied.

Defra's Personal Information Charter, which gives details of your rights in respect of the handling of your personal data, is on the Defra section of Gov.uk. If you don't have access to the internet, please telephone the Defra helpline 08459 33 55 77 and ask to speak to the Data Protection Officer for a copy of the Information Charter.



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Any enquiries regarding this publication should be sent to us at

[IllegalWildlifeTrade@defra.gsi.gov.uk](mailto:IllegalWildlifeTrade@defra.gsi.gov.uk)

[www.gov.uk/defra](http://www.gov.uk/defra)