

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>	<b>International Institute for Environment and Development (IIED)</b>
<b>Address:</b>	
<b>City and Postcode:</b>	
<b>Country:</b>	
<b>Project Leader name:</b>	<b>Dilys Roe</b>
<b>Project Leader email:</b>	
<b>Project Leader phone:</b>	

## 2. Stage 1 reference and project title

<b>Stage 1 Ref:</b> <b>411</b>	<b>Title (Max 10 words): LeAP: Learning and Action Platform for Community Engagement Against IWT</b>
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## 3. Project dates and budget summary

<b>Start date: 1.7.2018</b>	<b>End date: 31.3.2021</b>		<b>Duration: 2 yrs 9 mnths</b>
<b>2018/19</b> <b>£115,543</b>	<b>2019/20</b> <b>£129,590</b>	<b>2020/21</b> <b>£143,755</b>	<b>Total request</b> <b>£388,888</b>
<b>Proposed (confirmed and unconfirmed) co-financing as % of total Project cost</b>			<b>%</b>

## 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)

The Kasane Conference made a recommendation to “Establish, facilitate and support information-sharing mechanisms... to develop knowledge, expertise and best practice in practical experience of involving local people in managing wildlife resources, and in action to tackle IWT”. This project responds to that recommendation by establishing a “learning and action” platform which comprises 1) an online information portal and 2) an on-the-ground forum for locally-driven initiatives from different countries to meet, share lessons and inject community voices into IWT policy-making.

## 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)

Anti-IWT strategies at local, national and international levels reflect best practice in community engagement as a result of improved access to evidence and improved profile and voice of local communities.

## 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	X
2. Strengthening law enforcement	
3. Ensuring effective legal frameworks	
4. Reducing demand for the products of the illegal wildlife trade	

6b. 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)

London: (indirectly XIX)

Kasane: 12 (plus indirectly 10 and 13)

Hanoi: "Actions D". Our project builds on the "Beyond Enforcement" initiative led by IUCN, IIED and others that is acknowledged in para 17, and delivers on the IUCN commitments in Annex 4.

### 6c. 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 contributes directly to SDG 15, specifically Target 15.7 "Take urgent action to end poaching and trafficking of protected species of flora and fauna and address both demand and supply of illegal wildlife products" and in particular, Target 15. C "Enhance global support for efforts to combat poaching and trafficking of protected species, including by increasing the capacity of local communities to pursue sustainable livelihood opportunities." It does this by increasing knowledge about the types of community-based IWT interventions that are effective through collection and dissemination of information, through peer-to-peer learning, through policy influence and through increasing the voice of local people who live alongside wildlife in IWT debates.

It also contributes to Goal 8 which includes Target 8.3 on jobs and enterprise. Many community based IWT strategies revolve around job creation (eg as community game guards or tourism guides) or around support to small enterprises (both wildlife based eg tourism and hunting, and non-wildlife-based enterprises designed to generate incomes that provide an alternative to poaching).

More indirectly it contributes to Goal 2, by including a focus on initiatives that reduce the cost of living with wildlife, including costs associated with crop raiding and livestock predication. And to Goal 1, Target 1.4 which highlights the importance of ownership and control over land and natural resources. One particular type of community engagement strategy to tackle IWT is to increase incentives for wildlife stewardship including through increasing ownership and control over wildlife and wildlife habitat.

## 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: Tanzania</b>	<b>Country 2: Zambia</b>
<b>Country 3: Namibia</b>	<b>Country 4: Numerous other LDCs and LICs will participate in the online platform and learning events (see compiled emails of support)</b>

## 8. a. About the lead organisation:

What year was your organisation established/ incorporated/ registered?	<b>1971</b>
What is the legal status of your organisation?	NGO Yes Government No University No Other (explain)
How is your organisation currently funded?	(Max 100 words) IIED secures its funding from three main sources: i) multi-lateral donors, ii) bi-lateral donors and iii) foundations and trusts. We raise monies from private sector organisations but not from the general public. The multi-laterals that make grants include the European Union, the World Bank, United Nations: Food and Agricultural Organisation (FAO), Environment Programme (UNEP), Development Programme (UNDP), and Economic Commission for Africa (UNECA). Bi-lateral donors include Sweden, the Republic of Ireland, Denmark, UK, France, Finland, Switzerland, Norway and the Netherlands. Foundations include Ford, Rockefeller, Bill and Melinda Gates, Packard and The Christensen 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

Contract/ Project 1 Title	Poverty and Conservation Learning Group
Contract Value/ Project budget	Phase 1: \$ over 3 years; Phase 2 over 2 years
Duration	<b>2010 -2016</b>
Role of organisation in project	IIED convenes the Poverty and Conservation Learning Group (PCLG) at the international level and provides technical support and back-stopping to the convenors at the national level. IIED works with the national teams to design and implement a programme of research, capacity building, networking and policy advocacy. At the international level, IIED collects, analyses and disseminates information through its web-portal, e-newsletters and occasional learning events.
Brief summary of the aims, objectives and outcomes of the project.	The PCLG is an international network of conservation, development and community rights organisations with a shared interest in the links between biodiversity conservation and poverty alleviation. It facilitates dialogue between different interest groups, shares lessons as to what works and what doesn't and keeps interested organisations up to date with new research findings, policy developments and best practice. Interest in the international network has spawned the establishment of three national groups – in Uganda and Cameroon, and DRC.
Client contact details	Helga Rainer, Arcus Foundation

Contract/ Project 2 Title	China-Africa Forest Governance Learning Platform
Contract Value/ Project budget	£from UKAid's Forest Governance, Markets and Climate Programme
Duration	<b>2014 – 2017</b>
Role of organisation in project	IIED is the overall project manager and oversees the work done by partners in-country. IIED also facilitates cross-country collaboration and facilitates international opportunities to achieve the project's intended outcome.
Brief summary of the aims, objectives and outcomes of the project.	This project aims to: i) generate reliable evidence about the current status and trends of China-linked investments in forests and on the key issues that arise from them; ii) strengthen capacity and dialogue among stakeholders in Chinese investment in resilient African land use and a sustainable forest product trade; and iii) improve policy and investment practice including adoption and monitoring of implementation of codes of practice by Chinese investors, and support to companies for achieving verification of good legal practice.
Client contact details	Steve Arthur, DFID

Contract/ Project 3 Title	Irish Aid Climate Change and Development Learning Platform
Contract Value/ Project budget	Euros ,
Duration	<b>2015 - 2016</b>
Role of organisation in project	IIED provided technical and communications support to the learning platform, including training to staff from Irish aid headquarters, country offices and partners; joint development of case studies; and technical advice to Country programmes and communications support in setting up the learning platform online portal
Brief summary of the aims, objectives and outcomes of the project.	The learning platform aims to support the integration of climate change into Irish Aid's development programmes. It does that by building the understanding by Irish Aid staff and partners on climate change and how it affects Irish Aid's target group (poor and marginalised people emphasis on women) in priority partner countries (Ethiopia, Uganda, Tanzania, Malawi, Zambia, Mozambique, Sierra Leone, Liberia, Vietnam and Myanmar), as well as by supporting action research and social learning among country office staff and partners. Case studies are used to provide assessments and 'learning by doing' experiences to generate the evidence required for future programme design. The expected outcome are programmes that more effectively address climate risks and build resilience.
Client contact details	Adrian Fitzgerald, Policy Lead for Climate Change-Resilience

## 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>	<b>IIED</b>
<b>Website address:</b>	<b><a href="http://www.iied.org">www.iied.org</a></b>
<b>Details (including roles and responsibilities and capacity to engage with the project):</b>	<p>(Max 200 words)</p> <p>IIED is an international, independent policy research institute working for a more sustainable and equitable global environment. IIED works globally through a wide range of long-standing relationships with partners across the developing world. Its partnerships generate close working relations with many key development actors at the grass roots, national and international level. This emphasis on collaboration with partners and networks enable IIED to link local development priorities to national and international policy making.</p> <p><b>Dilys Roe</b> leads IIED's biodiversity team and is the lead on an existing IWT Fund project (IWT 036). Dilys has worked with Rosie Cooney and Holly Dublin (IUCN SULI) on a number of initiatives to increase the profile and voice of local communities in debates on illegal wildlife trade and sustainable use. As <b>Project Leader</b> for this project, Dilys will coordinate and oversee delivery of the project outputs to time and budget. IIED's communications team will provide professional advice on, and technical inputs to, the online portal. Masters students affiliated to IIED will contribute to identifying and summarising relevant evidence to be included in the portal. The Poverty and Conservation Learning Group network will be used to help identify evidence and disseminate lessons learned from the project</p>

<b>Partner Name:</b>	<b>IUCN CEESP/SSC Sustainable Use and Livelihoods Specialist Group (SULi)</b>
<b>Website address:</b>	<b><a href="http://www.iucn.org/suli">www.iucn.org/suli</a></b>
<b>Details (including roles and responsibilities and capacity to engage with the project):</b>	<p>IUCN SULi was established in 2012, as a joint initiative of the Species Survival Commission (SSC) and the Commission on Environmental, Economic and Social Policy (CEESP). It aims to mobilise global expertise across the science, policy and practice sectors to address the urgent challenges of overexploitation of wild species and support robust, equitable models of sustainable use that meet human needs and priorities.</p> <p>SULi has an extensive network of on-the-ground experts, including people from communities, community-based organisations, and those working to support communities, across east and southern Africa.</p> <p>Led by <b>Rosie Cooney</b>, this network will be mobilised to: i. identify relevant case studies and other information for inclusion in the online portal; ii. provide an international dissemination channel for raising awareness about the Platform and its contents; iii. through IUCN, provide critical links to relevant international IWT policy forums including CITES and CBD and to relevant networks through its membership of the United For Wildlife consortium and the Collaborative Partnership for Wildlife.</p> <p>SULi has recently agreed a grant from GIZ that will co-fund the online learning platform. The GIZ grant is also funding an IUCN led learning exchange on communities and IWT in Namibia that this project will link to.</p>
<b>Have you included a Letter of Support from this organisation?</b>	Yes



<b>Partner Name:</b>	<b>Tanzania Natural Resources Forum (TNRF)</b>
<b>Website address:</b>	<b>www.tnrf.org</b>
<b>Details (including roles and responsibilities and capacity to engage with the project):</b>	<p>Tanzania Natural Resources Forum (TNRF) is a Tanzanian network organization registered in 2006, as a Non-Governmental Organization, that brings together members to change policy and practice in the natural resource sector for the better through: sharing knowledge base of practice and strengthening citizen's voice for improved natural resource governance. TNRF has a membership of more than 6000 people and organizations. It focuses on 1) Policy Advocacy at National and Regional levels, 2) Research and Publication in the areas of Pastoralism, Climate Change, Land rights, Community Based Natural Resource Management; 3) Capacity building to Civil Society organization (CSOs) across the country, partners, village leaders, villagers, district officials, members of parliaments ( MPs) and technocrats from various ministries; 4). Facilitating Platforms through District and National level multi-stakeholders forums, working groups; and 5) Communication through developing Television (TV) and Radio Programmes, media campaigns and documentary to influence policy and practice.</p> <p>In this project TNRF will lead the community consultations in Tanzania, organise and host a multi-stakeholder dialogue and participate in learning activities and exchanges with other members of the Learning Platform.</p>
<b>Have you included a Letter of Support from this organisation?</b>	To follow in next few days (required signatory temporarily absent)

<b>Partner Name:</b>	<b>Zambia CBNRM Forum</b>
<b>Website address:</b>	<a href="https://zambiacbnrmforum.wordpress.com/">https://zambiacbnrmforum.wordpress.com/</a>
<b>Details (including roles and responsibilities and capacity to engage with the project):</b>	<p>Zambia CBNRM Forum is an umbrella organisation that was registered in 2005 representing various communities, community based organisations and civil society organisations that are interested in promotion of sustainable livelihoods and poverty reduction through community based natural resources management. It has Board that has well qualified personal and a full time secretariat that does day to day management of the Forum.</p> <p>Zambia CBNRM Forum will be a lead agency at national level to organise and mobilise communities, stakeholders and documentation of community voices, data collection, analysis and reporting. It will convene and host the Zambia multi-stakeholder dialogue and participate in regional policy events, Learning Platform events and activities and feed the findings of the project into the CITES Rural Communities Working Group, of which it is also a member.</p>
<b>Have you included a Letter of Support from this organisation?</b>	Yes

<b>Partner Name:</b>	Namibia Nature Foundation (NNF)
<b>Website address:</b>	<a href="http://www.nnf.org.na/">http://www.nnf.org.na/</a>
<b>Details (including roles and responsibilities and capacity to engage with the project):</b>	<p>(Max 200 words)</p> <p>The NNF is Namibia's leading conservation and sustainable development NGO, with a core area of expertise in Community Based Natural Resource Management (CBNRM). The NNF is an active member of the Namibian Association of CBNRM support organisations and also assists in hosting the NGO platform for combatting illegal wildlife trade.</p> <p>Our CBNRM work includes working with communal conservancies in the north west of Namibia, where amongst our other interventions we work very closely on the ground with Save the Rhino Trust to specifically support efforts to combat poaching of the world's only truly free ranging viable population of black rhino. This landscape is also home to desert adapted elephants although their conservation challenges relate more to human wildlife conflict.</p> <p>Our work, although independent, is closely coordinated with the Ministry of Environment and Tourism.</p> <p>In this project NNF will contribute lessons to the Platform from Namibia's long and successful history of community conservation and will convene and organise the African learning exchange.</p>
<b>Have you included a Letter of Support from this organisation?</b>	Yes

## 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.

<b>Name (First name, Surname)</b>	<b>Role</b>	<b>% time on project</b>	<b>1 page CV attached?</b>
Dilys Roe	Project leader	16%	Yes
Rosie Cooney	Technical advisor	16%	Yes
Rodgers Lubilo	Zambia Focal Point	9%	Yes
Sophia Masuka	Tanzania Focal Point	40%	Yes
Andrew Malherbe	Namibia Focal Point	6%	Yes
TBC	Platform coordinator / research assistant	32%	Yes - ToR

## 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.

<b>1. African Elephants</b>	<b>2. Black rhinos</b>
<b>3. Pangolins</b>	<b>4. A wide variety of other species subject to IWT which have been the focus of community-engagement initiatives</b>

## 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)

This project addresses site-level poaching of high-value species in source countries (with a particular focus on African elephants but drawing on experience of poaching other species in other countries where valuable lessons can be learned).

Responses to IWT in Africa have focussed on increasingly militarised approaches state-led law enforcement. It is clear, from the continuation of poaching, that enforcement approaches are not enough on their own. Furthermore, such approaches have resulted in some reported cases of heavy-handedness and even human rights abuses. In these cases poverty has been exacerbated by deliberate destruction of property and livestock, as well as death, injury or imprisonment of key household members (often income earners). In less extreme cases, poorly targeted enforcement activities have undermined local confidence in conservation authorities, resulting in further disincentives for communities to cooperate with enforcement authorities and conserve or sustainably manage wildlife.

In a number of localities however, poaching has been reduced (even if not completely eradicated) through empowering communities to manage and protect wildlife including motivating or supporting them to be active partners in enforcement efforts. Such experiences are, however, in danger of being overlooked in the rush to tackle IWT. In part this is because the current spate of poaching has put the conservation community into crisis mode and there is a scramble to find rapid-response solutions that can be rolled out at scale – a model that community-based approaches are perceived not to fit. But there is also a problem of a lack of knowledge as to different types of community-based approaches and the conditions under which they will and won't work. Furthermore, communities themselves are rarely consulted in IWT programme design processes and lack capacity and voice to engage in policy debate, meaning policies and programmes often do not reflect their priorities and views.

### 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.).

Please make sure you read the Guidance Notes, particularly Section 3, before answering this question.

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

This proposal builds on recent efforts by IIED and IUCN-SULi to raise the profile of community-based efforts to tackle IWT and to increase the voice of indigenous peoples and local communities in national and international policy processes. The [“Beyond Enforcement”](#)

initiative has produced lessons from community experiences which have fed into policy processes including the Hanoi Conference, the World Bank Global Wildlife Programme, CITES and the CBD. The DFID-funded [Conservation, Crime and Communities](#) (CCC) database has been piloted as a repository for case studies of community-based approaches to tackle IWT. This new project will continue this process of international outreach and engagement, seeking to reach and involve as many countries and communities as possible, while also piloting a “deep dive” approach in two African countries.

The project’s overarching theory of change is that solutions to sustainable development challenges (including IWT) must come from the bottom up — grounded in local context and local evidence, owned and driven by local people — and that local experience can help shape effective national and global policy too. This theory is reflected in the methodology of this project, in which we first build a strong body of evidence on the role of communities in tackling IWT and then build capacity and voice of community-based organisations to wield that evidence, including through more effective dialogue and interactions with key national and international decision-makers that shape anti-IWT policy and practice (including governments, donors and NGOs). Our approach thus entails:

- 1. Build the evidence base:** Building on the nascent CCC database, we will establish an interactive online portal (with co-funding from GIZ) for collecting and disseminating evidence and examples of community-based initiatives to tackle IWT. We will collect written and oral (via video) evidence on effective approaches to supporting communities in tackling IWT (both in externally driven projects (we will identify major IWT funding and implementation programmes to identify these) where, for example, community members are often employed as game guards and in community-driven conservation initiatives such as Indigenous and Community Conserved Areas (ICCAs)). We will work with country partners to document experience from their own countries – through community consultations - but also draw on evidence from other countries that are sources of species and commodities for IWT. Using the [IIED-IUCN Theory of Change for Engaging Communities in Tackling IWT](#) as an analytical framework, we will use the evidence to generate lessons learned on what works and what doesn’t and share this – through briefings and guidance material – with IWT project funders and implementers.
- 2. Strengthen voice and dialogue:** Country partners will convene national- or landscape-level IWT dialogues that bring together communities, government policy-makers and IWT project funders and implementers in key IWT hotspots. The dialogues will explore how to better support community-based efforts to tackle IWT using the evidence collected under output 1. Tanzania and Zambia will act as pilots in this process but we will document the lessons learned from the dialogue process and share this widely with others to encourage similar processes in other countries. We will also map policy opportunities at the regional (African Union, EAC and SADC) and international (London Conference 2018, CITES) level and find opportunities to insert community voices into those processes.
- 3. Facilitate South-South learning:** We will use a mix of face-to-face and online interactions to share case studies and experiences - both in community approaches to tackling IWT and also in strategies for engaging with, and influencing, IWT decision-makers and programme implementers. A dynamic community of practice will be fostered, building on the network of contacts already built up through the Beyond Enforcement activities. Recognising that online resources and learning opportunities are not accessible to all we will prioritise support for more remote communities in face to face learning exchanges include at least one African and one international event, bringing communities from many countries together. We are also seeking additional co-financing for an innovative bicycle – powered cinema to further share community experiences in remote locations.

IIED will coordinate the project and be responsible for reporting and contract management. IED and SULi will jointly develop and populate the online portal and plan and run the online learning events and international meetings. TNRF and Zambia CBNRM Forum will lead on collecting experiences from communities in their countries and organising national dialogues. NNF will convene the African exchange. All partners will jointly identify regional and international policy

opportunities and co-develop engagement plans. SULi will ensure close coordination with GIZ funded activities.

## **14. Beneficiaries**

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)

Across Africa rural communities live in close proximity to wildlife but have been excluded from (and often victimised by) efforts to tackle IWT. In the short term the project will make an indirect contribution to poverty reduction by increasing the voice of these previously marginalised communities in IWT policy forums so that community perspectives are taken into account in the planning and design of anti-IWT initiatives. It will also expand the knowledge base on IWT and poor people and generate guidance on best practice in supporting community based efforts to tackle IWT so that such efforts can be scaled up, with benefits to both wildlife and poor people.

In the longer term the improvements in evidence, capacity and voice will lead to increased opportunities for communities to participate in, and benefit from, the anti-IWT initiatives implemented by governments, donors and NGOs. It will also lead to the avoidance of negative impacts on poor people from IWT projects – such as loss of access to resources, human rights abuses – and actively engage and support them in enforcement, conservation and sustainable use, including through equitable benefit sharing from the use and conservation of wildlife.

In Zambia the project will indirectly benefit over 2 million local people who reside in Game Management Areas and are represented by 76 Community Resources Boards (760 elected members) and 380 Village Action Groups (translating into 3800 village leaders). The project will support national level projects and activities that enhance local participation and poverty reduction. The dialogue process will also help inform the new Green Growth strategy and 8th National Development Plan.

In Tanzania, the project will benefit about 2.4 million local people that live in or near Wildlife Management Areas (WMAs) including those surrounding Tarangire, Manyara and Serengeti national parks. The project will help support implementation of new WMA Regulations which include provisions for benefit sharing from wildlife management as mechanism to reduce IWT.

Namibia is much-heralded success story in community-based conservation. Its CBNRM programme reaches some 192000 rural Namibians and covers just over 20% of the land surface. Communities in other African countries will benefit from exchanging experience with communities from Namibia through links that will be made with a learning exchange project funded by GIZ. This exchange of experiences will help different communities understand that they are not alone in the challenges they face and that there are community-based solutions that have worked in other places. More specifically the socio-cultural richness of sharing experiences with other countries engenders a sense of pride through international recognition, particularly in landscapes that are under threat from wildlife crime.

Many other stakeholders will benefit from improved access to information and evidence on community efforts to tackle IWT. Attached to this proposal is a record of emails received from a wide variety of potential users of the Platform including NGOs, academic and community based organisations.

## 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)

We will specifically explore the different roles of women and men in our assessment of effective approaches to tackling IWT both at the international level and in our country pilots. In particular we will explore the gendered barriers to participation in different anti-IWT strategies (for example in some countries we are aware that it is not considered appropriate for women to take on roles as wildlife scouts or as informants while in others this has been an effective strategy). We will thus include specific attention to gendered roles in the evidence we collect for the online learning platform, in our analyses of the evidence and in the lessons we disseminate. We will also include gender as a specific agenda item in the dialogues we hold and in the African and international learning exchanges.

We will specifically seek to ensure equal representation of men and women in LeAP and its associated activities.

All the project partners have proactive gender equality policies. Zambia CBNRM Forum has strong gender policy to support women and young people in conservation as they are the most affected in the rural areas. We have women in the rural governance structures. TNRF has strong engagement in gender issues specially to support partners to integrate and mainstream gender issues within their programme(s) and project(s) (previous work on REDD for example has focussed on female empowerment). TNRF will continue use that base to ensure gender issues are integrated in this project implementation for the benefits of women, youth and girls. The Namibian CBNRM programme has a strong gender approach with improving metrics, whereby across the 82 conservancies 40% of committees, 41% of treasurers and 11% of Chairpersons are female. This direct experience of the African country partners will be shared at the learning exchanges with other countries.

## 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)

Our previous work has highlighted that many anti-IWT project are not successful in stopping poaching because they alienate local communities rather than successfully working with them as active and committed partners. In some cases, poaching of wildlife appears to have actually increased due to these factors. This project will increase the effectiveness of policies, strategies and projects that are aimed at reducing poaching of African elephants, rhinos, pangolins and other species by improving the way in which they engage with communities rather than alienating them. In the long term we expect this project to lead to better design of more effective IWT interventions resulting in better protection of elephants, rhinos and other iconic species by communities – ie slowing and ultimate stopping poaching before wildlife is killed rather than catching poachers after the event.

## 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)

Both IIED and IUCN are well-established, stable organisations that will be able to continue to maintain the online platform once the project has ended. At the very least it will be maintained as a repository of information and subject to routine updating and maintenance that is applied to IIED’s own website. The Poverty and Conservation Learning Group website has operated in exactly this way over the last 12 years. IUCN SULi will continue to operate well beyond the lifetime of this project and so will continue to take lessons and learnings forward into its work, including IUCN's policy engagement in CITES and other international policy forums. Both IIED and IUCN are members of the Collaborative Partnership on Wildlife, hosted by the FAO, and we will also explore options for the platform to become a CPW resource and thus its upkeep included in the CPW core budget.

Zambia CBNRM Forum will internalise and create a national learning platform to carry national activities forward beyond the life span of this funding period.

TNRF have facilitated an annual CBNRM forum every year since 2011 and will continue to use this forum to continue the work of the platform at a national level.

## 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):

This is a new initiative but it builds on previous work by all partners. The CCC database will be revised and incorporated into the online portal and then further updated with evidence collected under this project. Experience and case studies already collected through the Beyond Enforcement initiative will also be added to the online portal and participants from all the Beyond Enforcement events will be engaged to form part of the learning community of practice and contribute insights. The IUCN-IIED First Line of Defence (FLoD) initiative which has been supported by the IWT Fund (IWT 020) will contribute its experience to the compilation of evidence. FLoD is expanding beyond the Kenyan case studies that have been supported by the IWT Fund to work in Namibia, South Africa and possibly Angola with USAID funding. Lessons from those experiences will be included in the South South Learning events, and in particular this project will link to a planned FLoD learning exchange in Namibia that will be supported by GIZ.

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

**No**

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

**Yes**

IUCN SULi has successfully applied to the GIZ Polifund for a grant to support the online component of the learning platform. This will cover the costs of the design and construction of the web portal.

## 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:**

GIZ Polifund: £

IIED biodiversity team reserves or Frame Funds: £

**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>
<b>Will apply in Feb/March 2018</b>	Full Circle Foundations, Synchronicity Earth, National Geographic	£	We are actively seeking funding for three “community voice” films to be produced by Stand Up For Nature which will be widely disseminated including via bicycle-powered cinema

**19c) None**

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

(Max 150 words)

**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)

IIED has risk management and partner due diligence processes that it applies across all projects. Risk registers covering both operational and financial management issues are developed at project inception and reviewed regularly. As project leader, IIED will take oversight of project financial management and issue sub-grant agreements and user-friendly guidance that make clear i) partner budgets per project year and ii) the IWT Fund's financial terms and conditions. Biannual project financial reporting and skype calls that include finance-related updates and reminders will enable IIED to check that spending is on track and all partners are prepared for the IWT Fund's annual reporting requirements and deadlines.

IIED is bound by the provisions of the Bribery Act 2010 and this is reflected in our partner due diligence and sub-granting process and staff training – all staff undergo anti-fraud and bribery training relevant to our work.

## 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)

We do not plan to purchase any capital items.

## 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)

The key cost driver for the project budget is staff salaries (40%). This reflects the personnel-intensive nature of a project based on evidence collection and dissemination, and organising learning exchanges and other events. The online platform component of the project (and its target audience) is international, requiring leadership by well-connected international organisations which incur international staff salary rates. We have estimated the staff time implications of each task as accurately as possible and kept inputs to the bare minimum required to run the platform in a professional manner.

Another key cost driver is the travel and subsistence budget, as the project entails national fieldwork and regional and international events which participants (approx. 80 over the course of the project) from different countries will be supported to attend. International and regional travel is expensive but we strongly believe that the value of face-to-face interactions cannot be under-estimated. IIED uses a charity travel agent which will help us secure the best value, discounted fares for these events.

Overheads being claimed are calculated and proportionately applied across all projects by each partner organisation according to their cost recovery policies.

We have planned to work with IIED affiliated Masters students to help identify and compile evidence for the online platform at no cost to the project. The project also capitalises on established international networks and resources of all partner organisations including the Poverty and Conservation Learning Group; the Beyond Enforcement network; the Collaborative Partnership on Wildlife and the ICCA Consortium.

## 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)

IIED has a new research ethics review process and a new policy on Integrity and Ethics in Research, Partnership and Policy Engagement which focusses on principles of terms of engagement (particularly free prior informed consent, transparency, independence and partnership), ensuring that ethical considerations inform the design and conduct of IIED activities. It seeks to facilitate ethical conduct and foster a commitment to meaningful collaboration and reciprocal responsibilities of all parties involved in IIED work. This project will be evaluated against this policy to ensure best practice is followed. We do not anticipate any human rights or humanitarian law risks – indeed our project is intended to help reduce such risks associated with poorly implemented enforcement against IWT.

## 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)

Our online portal and all the information included within it will be completely open access. All written project outputs will be made freely available on IIED and project partner websites, widely publicised and available both in soft copy, and in hard copy for in-country partners who are less able to access online materials. Proceedings and presentations from events and meetings will also be posted online and made freely downloadable.

We are not seeking any funding from the IWT Challenge Fund for open access publishing. Any academic papers that may emerge from our gathering and synthesis of evidence will be made available on ResearchGate, and/or will be preferentially published in online open-access journals with funds secured separately for that purpose. Videos will be disseminated via You Tube and presentations on IIED's SlideShare account.

We will use existing networks for dissemination including the Poverty and Conservation Learning Group network, the SULI network, and IUCN species-specific specialist groups.

## 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
Impact: (Max 30 words) An increase in effective community engagement initiatives tackling IWT resulting in reduction in pressure on African rhino and elephant populations and increased local benefits from wildlife stewardship			
Outcome: Anti-IWT strategies at local, national and international levels, reflect best practice in community engagement as a result of improved access to evidence and improved profile and voice of local communities (Max 30 words)	<p><b>0.1</b> By the end of the project, local community representatives in at least 2 African countries report improved engagement in national IWT policy processes compared to 2018</p> <p><b>0.2</b> By end of the project, at least 2 African countries develop new or revised effective anti-IWT strategies, plans or projects that reflect community experience and voice</p> <p><b>0.3</b> By end of the project at least 1 international or regional IWT policy process reflects improved recognition of community experience and voice compared to pre-2018</p>	<p><b>0.1</b> Baseline and end of project surveys of community perceptions on level of involvement in, and influence over, national IWT policy processes; national dialogue meeting agendas, minutes and meeting participant lists.</p> <p><b>0.2</b> Content of strategies/plans/project compared to pre-project interventions</p> <p><b>0.3</b> Policy decisions, consultation processes, participant lists</p>	<p>Civil society legal and political enabling environment in African countries is stable or improving.</p> <p>IWT continues to be a threat requiring development of new strategies/plans/projects</p>

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<p>Outputs: 1. Evidence: Evidence base on effectiveness of community based approaches to tackling IWT built and widely shared within Africa and internationally</p>	<p>1.1 No of examples of community engagement to tackle IWT collected, documented and added to online database in 2018, 2019 and 2020 (against baseline of 28 in CCC database) 1.2. No of policy makers and practitioners accessing and using evidence in 2018, 2019, 2020.</p>	<p>1.1 Online database content, case study reports from country partners 1.3 Download stats, dissemination reports, citations in policy statements or project plans</p>	<p>Communities trust CSOs, are willing to share experiences, have them documented, analysed and put in public domain  Literature is available and accessible  Policymakers and practitioners are interested in evidence-based decision making  Evidence is accessible and user-friendly</p>
<p>2. Dialogue and voice: Community voices routinely included in national, regional and international policy dialogues on IWT</p>	<p>2.1 No of national IWT dialogues held involving local community representatives in 2018, 2019 and 2020 (against baseline determined at start of project) 2.2 No of regional IWT dialogues held involving local community representatives in 2018, 2019 and 2020 (against baseline determined at start of project) 2.3 No of international IWT dialogues held involving local community representatives in 2018, 2019 and 2020 (against baseline determined at start of project) 2.4 No and representativeness of communities included in dialogues in 2018, 2019 and 2020 (against baseline determined at start of project)</p>	<p>2.1 – 2.3 Dialogue/workshop agendas, reports, minutes; content (or revisions to content) of ensuring policies/plans/projects 2.4 Participant lists analysed by gender, age, community, ethnicity</p>	<p>Key stakeholders (community, govt, NGO etc) are willing to engage in dialogue process  National level dialogues add value to ongoing advocacy processes and engagements by national CSOs  Appropriate regional and international policy opportunities arise within timeframe of project</p>
<p>3. South South Learning: Communities, their representatives and other stakeholders enhance</p>	<p>2.1 No and type of stakeholders from each focal country and elsewhere engaging in Learning Platform</p>	<p>2.1 Web stats, participant lists from learning activities (meetings, webinars etc), networks established</p>	<p>Key stakeholders (community, govt, NGO etc) are willing to engage in south-south learning</p>



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<p>capacity, knowledge and own experience, and contribute to that of their peers, through effective networking and peer-to-peer learning.</p>	<p>activities in 2018, 2019, 2020 (against baseline of 0)  2.2 No and type of stakeholders from each focal country and elsewhere reporting enhanced capacity to design and implement initiatives to engage communities in tackling IWT in 2018, 2019, 2020 (against baseline of 0)  2.3 No and type of new networks/relationships developed in 2018, 2019, 2020 (against baseline of 0)</p>	<p>2.2 Before/after participant capacity surveys disaggregated by stakeholder type, gender, age, ethnicity  2.3 Web-links developed between LeAP and other initiatives; feedback from participants;</p>	<p>Learning mechanisms that are age, language and gender appropriate can be developed   Experience from different contexts is relevant to others</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><b>OUTPUT 1</b></p> <p>1.1 Develop web design spec for online portal – structure, functionalities etc</p> <p>1.2 Construct and test web portal and import existing evidence</p> <p>1.3 Design evidence collection template to guide information collected in community consultations and desk review</p> <p>1.4 Inventory major IWT programmes, funders, implementers and put out call for evidence for community driven approaches via ICCA Consortium and PCLG</p> <p>1.5 Conduct desk review to collect documented case studies</p> <p>1.6 Call for experiences via SULi, PCLG, ICCA Consortium</p> <p>1.7 In-country community consultations and evidence collection (including video recordings)</p> <p>1.8 Write up of case studies (based on community consultations and call out and desk review) against template</p> <p>1.9 Analyses of lessons learned from case studies</p> <p>1.10 Dissemination of evidence, analyses and videos</p> <p><b>OUTPUT 2</b></p>			

2.1 Organise and host 2 X national dialogues

2.2 Document lessons learned from dialogues and disseminate

2.3 Develop calendar of international and regional IWT policy forums and prioritise for community participation

2.4 Community participation in at least one regional event

2.5 Community participation in at least two international events

### OUTPUT 3

3.1 Organise and host at least two webinars from Learning Platform

3.2 Learning exchange visit (host country tbc)

3.3 International South-South exchange event

### Outcome M&E activities

M1: Baseline survey of community perceptions on level of involvement in, and influence over, national IWT policy processes and projects

M2: End of project survey of community perceptions on level of involvement in, and influence over, national IWT policy processes and projects

M3: Review content of national strategies/plans/projects wrt community engagement at start of project

M4: Review content of national strategies/plans/projects wrt community engagement at end of project

M5: Review content of international/regional strategies/plans/projects wrt community engagement at start of project

M6: Review content of international/regional strategies/plans/projects wrt community engagement at end of project

M7: End of project surveys of policy makers and project designers/implementers on how to engage communities

## 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	Q4
Output 1												
1.1 Develop web design spec for online portal – structure, functionalities etc		X	X									
1.2 Construct and test web portal and import existing evidence			X									
1.3 Design evidence collection template to guide information collected in community consultations and desk review		X	X									
1.4 Inventory major IWT initiatives/funders etc and put out call for community-driven experiences												
1.5 Conduct desk review to collect documented case studies		X	X	X	X							
1.6 Call for experiences via SULi, PCLG, ICCA Consortium												
1.7 In-country community consultations			X	X	X							
1.8 Write up of case studies (based on community consultations and call out and desk review) against template				X	X						X	X
1.9 Analyses of lessons learned from case studies					X	X						X
1.10 Dissemination of evidence, analyses and videos					X	X	X	X	X	X	X	X
Output 2												
2.1 Organise and host 2 X national dialogues						X	X	X	X			
2.2 Document lessons learned from dialogues and disseminate							X	X	X	X		
2.3 Develop calendar of international and regional IWT policy forums		X	X									

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	and prioritise for community participation												
2.4	Community participation in at least one regional event (dates tbc)						X			X			
2.5	Community participation in at least two international events (dates tbc)		X			X			X				
	Output 3												
3.1	Organise and host at least two webinars				X				X				
3.2	Learning Exchange Visit (dates tbc)							X					
3.3	International South South Exchange events (dates tbc)		X			X			X				
3.4													
	M and E												
M1	Baseline survey of community perceptions on level of involvement in, and influence over, national IWT policy processes and projects		X	X	X								
M2	End of project survey of community perceptions on level of involvement in, and influence over, national IWT policy processes and projects					X	X		X	X	X	X	
M3	Review content of national strategies/plans/projects wrt community engagement at start of project		X	X									
M4	Review content of national strategies/plans/projects wrt community engagement at end of project										X	X	
M5	Review content of international/regional strategies/plans/projects wrt community engagement at start of project		X	X									
M6	Review content of international/regional strategies/plans/projects wrt community engagement at end of project										X	X	
M7	End of project surveys of policy makers and project designers/mplementers on how to engage communities										X	X	

## 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)

M and E is an integral part of our project and specific M and E activities have been built in throughout the project period. The project team will meet by skype (and/or email as required) on a quarterly basis to track progress against the workplan and against the outputs and outcome in the logframe. At the start of the project we will use our first meeting to agree responsibilities of each project partner for M&E of project progress against specific logframe indicators.

To monitor changes in community perceptions as to their level of involvement in, and influence over, national IWT policies, strategies and projects, country partners will undertake a baseline survey as part of the community consultations that will be carried out to collect evidence. At the end of each dialogue, learning event or policy event we will re-survey communities to explore any changes against the baseline and at the end of the project we will survey all community members who have participated in the Learning Platform in any capacity.

To monitor changes in the content and design of IWT policies and projects; country partners will compile an inventory of relevant policies and projects at the start of the project and will screen these for attention to community involvement. They will monitor any changes in policies and any new projects or programmes emerging during the lifetime of the project and record any changes (or lack of change) in attention to community involvement. IIED and IUCN SULi will do the same for international policy processes, both through a desk-based review and also through participation in relevant international policy forums.

We will use download stats and other analytic tools to monitor use of resources on the online web portal.

At the end of the project we will survey key international policy makers and project implementers as well as users of the Learning Platform (online and face to face events) and document their self-reported changes in awareness and capacity to better support community-based efforts to tackle IWT.

Total project budget for M&E (this may include Staff and Travel and Subsistence Costs)	52,150
Number of days planned for M&E	130
Percentage of total project budget set aside for M&E	13%

## 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 trustees of The International Institute for Environment and Development (IIED)

I apply for a grant of **£388,888** 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.

Name (block capitals)	Deborah Harris
Position in the organisation	Chief Operating Officer

Signed

Date:

**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 Tnz to follow
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@LTSI.co.uk](mailto:IWT-Fund@LTSI.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)