

WOW
WINGS OVER WETLANDS
The UNEP-GEF African-Eurasian Flyways Project

WOW - DEMONSTRATION PROJECT
SEMI-ANNUAL REPORT

REPORT #: 2 (two)

REPORTING PERIOD: November 2007 – May 2008

Report Prepared by: Sophia Constantine Masuka, WOW Project Manager

Country	Tanzania
Project Title	Wings Over Wetland Demonstration Project
Project ref. number	51210
Name of Local Implementing Agency/NGO	Wildlife Conservation Society of Tanzania
Total amount of funds under this agreement	USD 100,000
Expected project duration	Three Years
Date of signature of the agreement	20/02/2007
Contact in Local Implementing Agency/NGO	Wildlife Conservation Society of Tanzania, Garden Avenue, Plot 39; P. O. Box 70919, DAR ES SALAAM. Tel. +255 22 211 2518, Fax +255 22 212 4572 Email: wcst@africaonline.co.tz

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1. Executive Summary

Preparations for the development of a Wetland Education Centre (WEC) in Dar es Salaam are slowly picking up. The project is now having a Steering Committee (SC) comprising of eight members representing the Government, NGOs and local communities. The change in land use from human settlements to public use has been approved by the Minister of Land and Human Settlements. Processing of title deed and building permit are all in progress, expecting to have Government legal documents by mid of August 2007.

Awareness activities have been actively implemented during this reporting period through birdwatching, environmental talks and informal discussion to communities around WEC site, students and decision makers. Number of people involved in birdwatching has increased from twenty (November 2006) to one hundred and two (May 2008) people and bird species encountered have increased from 79 (November 2006) to 249 (May 2008). A total of twenty eight (28) Government people/decision makers from Kibugumo village Government Office, Ministry of Land and Human Settlements and Ministry of Natural Resource and Tourism have been actively involved in the project and assists the follow-up of title deed processes and awareness raising to communities. Together with BLAPS i.e. East and South African demo project coordinator and IBA programme Manager for Africa have been supporting WCST in publicizing the significance of the project to the respective Government people responsible in through informal discussion and meetings. They however, advised on the sources of funds and monitoring of Dar es Salaam wetland (IBA).

The main challenges include increase in construction costs due to inflation which is four times since the first budget was approved. This has caused lengthy discussion with PCU and BLI staff to review the options for the demonstration project. To respond on that WCST advised to continue with the WEC construction as originally planned.

In addition WCST has a plan to carry out fundraising activities and a special task force of the WCST Executive Committee Members has been formed to give this project additional thrust.

1.1 Key project achievements during the reporting period

#	Key Project Achievements
1	Approval of amendments document for the land use category from human settlement to public use by the Minister of Land and human settlements
2	Production of bird checklist around Dar es Salaam Important Bird Area
3	Awareness raising on bird conservation around Dar es salaam wetland to local communities around WEC site, students from Primary to university level and decision makers (Village Government, Municipal and Ministry) through informal discussion, birdwatching, environmental talk, international events
4	Establishment and function of Steering Committee and WOW-task force committee from WCST Executive Committee
5	A visit of BirdLife Africa Partnership Secretariat staffs - BLAPS (East and Southern Africa Demo project coordinator & IBA Programme Manager for Africa)

1.2 Key issues & proposed solutions

#	Issue	Proposed Solution	Deadline	Party Responsible
1	Acquisition of Title Deed	Contracting surveyors from the Ministry of Land and Human Settlements on processing the title deed and offer that will allow contractor to get building permit Increase awareness to the decision makers responsible with processing title deed	20 July	WCST, MD Consultancy, Ministry of Land and human settlements
2	Funds for WEC construction	Construct the type of the building that costs within our budget line in MoU Fundraising initiatives including development of project proposals, contribution from WCST members and Contribution of USD 5,000 from WCST	October Continuous	MD Consultancy, WCST, PCU, PSC, WCST, WCST Executive Committee
3	Delayed WEC construction	Acquiring letter of offer of right of occupancy to the Government that will allow construction to continue while processing title deed	October	WCST, MD Consultancy, Ministry of Land and human settlements

2. Project Management

CATEGORY	ISSUES Description of issues affecting project performance during the reporting period	PROPOSED SOLUTIONS Description of decisions / actions to be taken	DEADLINE	PARTY RESPONSIBLE
Recruitment & management of staff and consultants	Lengthy process for acquisition of necessary permits for construction	Consultant hired to facilitate the process		WCST project Manager, CEO
Finance & administration	Constraints arising from limited funds for proposed WEC construction	Prepare new building design to conform to the available budget.	September	WCST, MD consultancy, Civil Engineer, WCST Executive Committee, PSC
Logistics & operations	<p>Travel to site sometimes difficult when WCST driver is on other field safari</p> <p>Discussion and agreement on either to continue with original plan of WEC construction or opt for another alternative was timely executed by WCST executive committee, PSC and WCST Secretariat</p>	<p>WCST to provide alternate transport for WOW activities</p> <p>Project Manager to attend driving school and obtain driving license</p> <p>Continuing with original plan by revising building design which is within the allocated budget as set-out in the MoU and completed within the time-frame of the project (June 2009)</p>	Open	CEO and WCST Executive Committee

Reporting & communication	-	-	-	-
Coordination with project partners	Support from BirdLife Africa Partnership Secretariat (BLAPS) in raising awareness to land officers on the importance of the project	Strengthen partnership	Continuous	BLAPS, WCST
External issues (e.g. difficult access to the project site for political/social/environmental reasons, etc.)	Acquiring of Government land title deed and building permit involves lengthy processes that led to delayed WEC construction	Contracting surveyors from the Ministry of Land and human settlement to process title deed Increase awareness to decision makers responsible with processing title deed Requesting Government offer in order to get building permit while processing the Title deed The building permit to be requested by the Civil engineer who will be responsible with the WEC Construction	July 2008	WCST, MD consultancy, Civil Engineer, WCST Executive Committee, PSC
Other	Production of preliminary cost estimates for the first proposed WEC building was timely executed by consulted quantity surveyor	Cost estimated for construction to be done by consultant responsible with architectural drawings	June	WCST, MD consultancy

2.2 Project Steering Committee (SC)

Date of last SC Meeting	Planned for 3 rd June 2008
Proposed Date for next SC Meeting	5 th August 2008

QUESTION	ANSWER
This Report was reviewed and approved by the Project SC	yes
The work plan & budget for next six months was reviewed & approved by the Project SC	yes
The SC is meeting periodically and providing effective direction/inputs?	yes

Name	Title	Email	Phone
Anitha Julius	Chairperson	marineparks@marineparktz.com	+255 22 215 0621
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3. Progress / Issues / Proposed Solutions

ACTIVITIES Output/Service (as listed in the approved project document)	EXPECTED COMPLETION DATE	STATUS % completed to date (and in parenthesis: % in prior progress report)	PROGRESS Description of work undertaken during the reporting period	ISSUES & PROPOSED SOLUTIONS Description of problems encountered; Issues that need to be addressed; Decisions / Actions to be taken	PARTY RESPONSIBLE
Legend: (IP) In progress; (C) Completed; ⬆ increased with respect to prior report; (-) unchanged; ⬇ revised downwards; (NA) Not scheduled for current reporting period.					
Outcome 1 Functioning wetlands demonstration centre					
Construction of centre in year 1	Revised to: December 2008 (original: June 2008)	IP 30% (15%)	<ul style="list-style-type: none"> • Preparation of new building design within the budget as stated in MoU • Approval of amendment document by the Minister of Land and human settlements on land use for conservation and awareness • Ongoing process for acquiring letter of offer of right of occupancy and title deed from Ministry of land and human settlements 	<ul style="list-style-type: none"> • Cost for the first proposed WEC building Tsh. 122,889,000 (Equivalent 102,407.5 USD) has exceeded original budget i.e. USD 25,000. New architectural design that is inline with project budget will be produced by June • WCST will contribute USD 5,000 to add on construction to make a total of USD 30,000 • Hiring of private Land Surveyor from Ministry of Land and human settlements who can liaise with the Government 	Project Manager , WCST, MD consultancy, Tanzania Constructors Registration Board (CRB), Civil Engineer , WCST Executive

ACTIVITIES Output/Service (as listed in the approved project document)	EXPECTED COMPLETION DATE	STATUS % completed to date (and in parenthesis: % in prior progress report)	PROGRESS Description of work undertaken during the reporting period	ISSUES & PROPOSED SOLUTIONS Description of problems encountered; Issues that need to be addressed; Decisions / Actions to be taken	PARTY RESPONSIBLE
Legend: (IP) In progress; (C) Completed; ⬆ increased with respect to prior report; (-) unchanged; ⬇ revised downwards; (NA) Not scheduled for current reporting period.					
				to get the offer that will allow to us to obtain building permit while continuing proceeding title deed <ul style="list-style-type: none"> • To shortlist contractors for WEC construction as soon as the approval of the new building • Civil engineer to request building permit 	Committee, PSC, Ministry of Land and human settlements
Approve centre program in Year 1	Revised to: October 2008 (original: June 2008)	IP 60% (40%)	IP of centre programme	<ul style="list-style-type: none"> • To raise awareness of the general public and educating school children on the importance of conserving the wetlands and its biodiversity • Awareness raising and advocacy to targeting site stakeholders on wetlands, migratory waterbirds and International Conventions 	Project Manager, WCST, PSC

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Legend: (IP) In progress; (C) Completed; ⬆ increased with respect to prior report; (-) unchanged; ⬇ revised downwards; (NA) Not scheduled for current reporting period.					
				<ul style="list-style-type: none"> • To involve communities around WEC site in sustainably managing the Dar es salaam wetland/IBA • Fundraising activities to ensure the sustainability of the WEC 	
Equip the centre by first half year 2	Revised to: December 2008 (original: June 2008)	-	-	-	-
Operate the centre fully in second half of year 2	Revised to: December 2008 (original: June 2008)	NA	NA	NA	NA
Outcome 2 Effective local capacity to manage a wetlands demonstration centre	NA	NA	NA	NA	NA
Train project staff and WCST-affiliated eco-	-	-	-	-	-

ACTIVITIES Output/Service (as listed in the approved project document)	EXPECTED COMPLETION DATE	STATUS % completed to date (and in parenthesis: % in prior progress report)	PROGRESS Description of work undertaken during the reporting period	ISSUES & PROPOSED SOLUTIONS Description of problems encountered; Issues that need to be addressed; Decisions / Actions to be taken	PARTY RESPONSIBLE
Legend: (IP) In progress; (C) Completed; ↑ increased with respect to prior report; (-) unchanged; ↓ revised downwards; (NA) Not scheduled for current reporting period.					
tourism group in the site (Site Support Group-SSG)					
Outcome 3 Increased level of awareness among Decision makers, fisher folk, farming communities and other organised groups at the site on wetland economic values, products, services and its biodiversity.	September 2009	↑ 40%(20%)	<ul style="list-style-type: none"> Bird awareness activities through birdwatching conducted twice a month(first and last Saturdays in a month) Two articles on WOW project briefing and general activities in Miombo Newsletter No. 31 Celebration of two international events (World wetlands & Migratory days) through birdwatching and environmental talks with a total of 62 participants coming from Universities(2), tourism colleges(3) and primary 	<ul style="list-style-type: none"> Youngsters Catapults bird hunting for caging, barbeque and commercial is still going on. Awareness to the grassroots level on the importance of bird conservation through Video show, talks and birdwatching programme will continue. Other key stakeholders/decision makers are not aware of the site and the general biodiversity found in the area. Briefing film that shows essential features of the area and its important to conservation and communities around will be produced. 	Project Manager , WCST, BLAPS, Volunteers, Education Officer, Village government, Primary and secondary Schools, the Lakes of rift Valley filming project

ACTIVITIES Output/Service (as listed in the approved project document)	EXPECTED COMPLETION DATE	STATUS % completed to date (and in parenthesis: % in prior progress report)	PROGRESS Description of work undertaken during the reporting period	ISSUES & PROPOSED SOLUTIONS Description of problems encountered; Issues that need to be addressed; Decisions / Actions to be taken	PARTY RESPONSIBLE
Legend: (IP) In progress; (C) Completed; ⬆ increased with respect to prior report; (-) unchanged; ⬇ revised downwards; (NA) Not scheduled for current reporting period.					
			schools(3). <ul style="list-style-type: none"> • School visit and environmental talks to Kibugumo primary school pupils • Water bird monitoring in Dar es Salaam coast IBA and near by IBA (Bagamoyo Coast) through waterbird census. The exercise involved different stakeholders from WCST (3), Mackubi Ornithological Society(4), Secondary students(6), University lecturer(1) and university students(1) • Informal discussion with decision makers at the Municipal and Ministry level on the importance 		

ACTIVITIES Output/Service (as listed in the approved project document)	EXPECTED COMPLETION DATE	STATUS % completed to date (and in parenthesis: % in prior progress report)	PROGRESS Description of work undertaken during the reporting period	ISSUES & PROPOSED SOLUTIONS Description of problems encountered; Issues that need to be addressed; Decisions / Actions to be taken	PARTY RESPONSIBLE
Legend: (IP) In progress; (C) Completed; ⬆ increased with respect to prior report; (-) unchanged; ⬇ revised downwards; (NA) Not scheduled for current reporting period.					
			of the site for bird conservation, biodiversity in general and opportunities for ecotourism activities in the project area.		
Organize two awareness and advocacy workshops, one in year 2 and other in year 3	NA	NA	NA	NA	NA
Publicize the centre from year 2 onwards	NA	NA		NA	NA
Outcome 4 Sustainable funding strategy and plan for the Dar es Salaam Wetland Demonstration Centre is produced and implemented by year 3	NA	NA	NA	NA	NA
Fundraise for centre program through eco-tourism, fundraising events and developing funding proposals throughout the project	Continuous	40% (0)	<ul style="list-style-type: none"> • Concept Notes for IUCN small grants for purchase of nature and Ramsar Small Grants Fund for Wetland Conservation and Wise 	-	WCST, BLAPS, Project Manager

ACTIVITIES Output/Service (as listed in the approved project document)	EXPECTED COMPLETION DATE	STATUS % completed to date (and in parenthesis: % in prior progress report)	PROGRESS Description of work undertaken during the reporting period	ISSUES & PROPOSED SOLUTIONS Description of problems encountered; Issues that need to be addressed; Decisions / Actions to be taken	PARTY RESPONSIBLE
Legend: (IP) In progress; (C) Completed; ⬆ increased with respect to prior report; (-) unchanged; ⬇ revised downwards; (NA) Not scheduled for current reporting period.					
life			Use (SGF) have been written and submitted to BLAPS for comments/inputs		

4. Funds Disbursement

4.1 Disbursement of GEF Funds

Total Budget approved for the provision of technical services: USD 100,000

Funds advanced by UNOPS to date: USD 28,000

Opening balance this reporting period: 23,842

Total expenditure this reporting period: 8,276

Funds requested (as per disbursement schedule): 29,000

Balance (if applicable): 15,563

Certified by (Project Manager: )

General Category of Expenditure	Total budget	Total expenditure to date	Total budget balance	Opening balance this reporting period	Last payment received	Expenditure in reporting period	Balance at end of reporting period
Personnel	28,500	5,708	22,792	2,042	6,000	1,750	292
Equipment	7,500	-	7,500	-	-	-	
Subcontracts	25,000	-	25,000	5,000	5,000	-	5,000
Workshops and training	13,500	434	13,066	6,900	7,000	334	6,566
Travel	4,000	1,571	2,429	1,900	2,000	1,471	429
Executing agency support overhead	10,000	4,000	4,000	4,000	4,000	4,000	0
Monitoring and Evaluation	2,000	192	1,808	1,000	1,000	192	808
Publicity	1,500	532	968	1,000	1,000	532	468
Fundraising	1,000	-	1,000	-	-	-	
Centre running	4,000	-	4,000	-	-	-	
Contingency	3,000	-	3,000	2,000	2,000	-	2,000
Total	100,000	12,437	87,563	23,842	28,000	8,279	15,563

4.2 Status of co-financing

Sources of co-financing	Total funds committed (cash)	Total in-kind contribution	Total co-financing (cash + in-kind)	Total received to date	Balance
WCST					
Personnel	-	15,300	15,300	3825	-
Construction of the Centre	-	8,700	8,700	625	-
Equipping the centre	-	2,500	2,500	2175	-
Office running	-	12,500	12,500	2000	-
Publicity	-	8,000	8,000	750	-
Fundraising	-	3,000	3,000	3125	-
totals				12500	-
List any additional sources of co-financing mobilized during project implementation					
Construction	5,000	-	5,000	-	5,000
totals				-	-

5. Performance Evaluation

5.1 Logical framework

Intervention Logic	Indicators of performance	Means of Verification	Baseline Situation	Status as of 30 November 2007 (end of period covered by this report)	Risks and assumptions
Development Objective					
Conservation and sustainable use of the Dar Es Salaam Wetlands critical site for migratory waterbirds	Dar es salaam IBA continues to be an important site for Migratory Waterbirds	<ul style="list-style-type: none"> • Project and Waterfowl census report 			
Immediate Objective					
Changed attitude to waterbirds of key stakeholders and resource-users	<ul style="list-style-type: none"> • Increased understanding of wetlands conservation and migratory waterbird issues among visitors of the information centre 	<ul style="list-style-type: none"> • WOW demonstration project progress reports • Visitor centre records • Questionnaire to monitor visitor feedback 	<ul style="list-style-type: none"> • Increased levels on migratory waterbird issues • No visitor centre 	<ul style="list-style-type: none"> • Approval of an extract for landuse amendment from human settlements to public land use for conservation and awareness • 102 communities around the WEC site have been actively 	<ul style="list-style-type: none"> • Political situation favorable and stable

Intervention Logic	Indicators of performance	Means of Verification	Baseline Situation	Status as of 30 November 2007 (end of period covered by this report)	Risks and assumptions
				participating on ongoing awareness activities on bird identification, important of wetlands birdwatching and celebration world Migratory day and world wetlands day	
Outcomes					
Outcome1: Functioning wetlands demonstration centre.	<ul style="list-style-type: none"> • Building plot acquired, in year one. • The Wetland demonstration centre is constructed and equipped by year two according to an approved design. 	<ul style="list-style-type: none"> • WOW demonstration project progress reports • Copy of deed • Centre visits/photos 	<ul style="list-style-type: none"> • No visitor centre. 	<ul style="list-style-type: none"> • Processing new construction design in line with project budget. • Approval of Amendment document on public land use for conservation is produced and in process of Government land offer and title deed and Government offer by the contracted ministry surveyor 	<ul style="list-style-type: none"> • Government authority will put more priority in birds and wetland conservation. • The Dar es Salaam City Master plan and existing Land legislation will not change Risk of having and keeping adequate professionals

Intervention Logic	Indicators of performance	Means of Verification	Baseline Situation	Status as of 30 November 2007 (end of period covered by this report)	Risks and assumptions
					at national level
Outcome 2: Effective local capacity to manage a wetlands demonstration centre;	<ul style="list-style-type: none"> Key personnel and education programme (Approved by Demonstration project Steering Committee) in place by year two 	<ul style="list-style-type: none"> Centre visit progress report Test results / post training capacity evaluation Evidence of WCST ability to support centre post project (i.e. revenue generation or donor support) 	<ul style="list-style-type: none"> No visitor centre No local capacity 	<ul style="list-style-type: none"> Local people are aware that a WEC is being planned, through informal discussion that are being conducted during birdwatching and involvement of village representatives during WEC site boundary demarcation 	NA
Outcome 3: Increased level of awareness among decision makers, fisherfolk, farming communities and other organised groups at the site on wetland economic values, products, services and its biodiversity.	<ul style="list-style-type: none"> Decision-makers and relevant authorities have embarked on development of a participatory cross-sectoral management plan for the Dar es Salaam wetland by the end of the project. Evidence of support from the local community for the 	<ul style="list-style-type: none"> Test results / post training capacity evaluation Letters of support from local communities for a Dar es salaam wetlands Management 	<ul style="list-style-type: none"> No visitor centre No wetland plan Low levels of awareness at local level 	<ul style="list-style-type: none"> Twenty Eight decision makers from the Government have been briefed on project objectives and its role to bird and wetland conservation. This has assisted in pushing processes of approval of 	NA

Intervention Logic	Indicators of performance	Means of Verification	Baseline Situation	Status as of 30 November 2007 (end of period covered by this report)	Risks and assumptions
	<p>preservation of important wetlands and coastal areas.</p> <ul style="list-style-type: none"> • Evidence of positive visitor experience and feedback • By laws adopted by the communities for the support of Wetland conservation sustainable use of resource 	<p>Plan</p> <ul style="list-style-type: none"> • Evidence of WCST ability to support centre post project (i.e. revenue generation or donor support) • Documentary evidence from the Municipal Authority endorsing the by laws 		<p>extract for land use amendment at the ministry of land and human settlement</p> <ul style="list-style-type: none"> • An increase of 82 birdwatchers around WEC site and students in developing bird checklist in the area 	
<p>Outcome 4: Sustainable funding strategy and plan for the Dar es Salaam Wetland Demonstration Centre is produced and implemented by year 3</p>	<ul style="list-style-type: none"> • Evidence of centre activities being run by local stakeholders for 20% of the time by project end (therefore reducing core operational costs for WCST) • Revenue generated from ecotourism services, events and hiring of meeting 	<ul style="list-style-type: none"> • Physical and Financial progress reports • Revenue receipts books 	<ul style="list-style-type: none"> • No wetland visitor centre 	<ul style="list-style-type: none"> • No visitor centre 	<p>NA</p>

Intervention Logic	Indicators of performance	Means of Verification	Baseline Situation	Status as of 30 November 2007 (end of period covered by this report)	Risks and assumptions
	facilities contributes to the operation of the centre. <ul style="list-style-type: none"> • Evidence that WCST is able to sustain the operation of the visitor centre after project end 				

5.2 Protected Areas Management Effectiveness Tracking Tool

QUESTION	ANSWER
Was the PAMETT performed for the Dar Es Salaam protected area?	N/A – No PAMETT conducted for the demo site as it is not a protected area.
Date of first PAMETT:	-
PAMETT performed by:	-

5.3 Project Impact

QUESTION	ANSWER
STAKEHOLDERS	
# of NGO staff involved in this project	Seven (7) WCST Staff
# of Government Staff involved in this project	<p>Twenty Eight (28)</p> <ul style="list-style-type: none"> • Five (7) Village Government Leaders • Three (2) Municipal Officers • Three (3) Municipal Town planners • One (1) Municipal Surveyor • Four (5) Officers from Ministry of Land and human settlements • Two (2) Wetland Unit from Ministry of Natural Resource and Tourism • Four (1) from Forest and Bee keeping Division • One (3) Marine Parks and reserve unit • ONE (1) Tanzania Coastal Management Partnership • One (1) WWF • One (1) DANIDA • One (1) European Union
# of Volunteers involved in this project	<p>Three (3),</p> <ul style="list-style-type: none"> • Two (2) University Students and • One (1) Bird Local Guide • Two (2) University Lecturers
# of Government staff involved in Flyways issues (AEWA in particular)	<p>Five (5)</p> <ul style="list-style-type: none"> - Two (2) from Wetland unit-Ministry of Natural Resources and Tourism - Two (2) from Marine Parks and reserve unit - One (1) WWF-Tanzania
TARGET BENEFICIARIES	
# of beneficiaries involved in this project	• 1778 people
# of people involved in project workshops	-
# of people trained under this project	-

COMMUNICATION ISSUES	
# of press articles featuring the project and/or related issues	-
# of TV/radio programmes featuring the project and/or related issues	1
# of publications produced under this project	1
Estimated # of people reached by project communication efforts	36

6. Key Lessons Learned

- The process for approval of title deed is long and full of beurocracy
- Inflation must be taken into account when designing project of this nature

7. Workplan for the Next Semi-annual Period

7.1 Updated overall project workplan

ACTIVITY	YEAR 2007-2008		YEAR 2008-2009	
	Feb - Nov	Dec - May	June - Nov	Dec - May
1.1. Construct the centre in year 1				
1.2. Equipping the centre				
1.3. Centre program operating Approval of the programme Personnel recruitment Centre fully operating				
2.1 Training				
3.1 Awareness and advocacy workshops				
3.2 Publicity and outreach efforts				
4.1 Fundraising				

7.2 Workplan for next six months

PLANNED ACTIVITY	June – November 2008					
	June	July	August	September	October	November
Land title deed acquisition						
Production of new architectural building design						
Construction of WEC						
Equipping the centre						
Education and awareness programmes of the Centre approved						
Personnel recruitment						
Official launch of the Centre / Centre fully operating						
Training of WCST Staff and SSG members						
Production of publicity and educational materials						
Develop Bird checklist for Dar es salaam IBA						
Awareness activities i.e. Birdwatching, environmental talk, discussions						
Continuous bird monitoring through waterbird count and birdwatching						
Fundraising						

ANNEXES

In each report, please include the following information in the annexes:

- ✓ List of workshops (title, date, location, # of participants) held in the period covered by this report
- ✓ List of technical reports produced in the period covered by this report
- ✓ List of media communication (TV/radio/press) released in the period covered by this report
- ✓ List of publications produced in the period covered by this report
- ✓ Updated inventory of equipment purchased with project funds (please use the table provided – double-click on the file icon below, insert items, and then “save” the file)



inventory

Please send by email to the PCU:

- ✓ 1 photograph of the project team as a group, and passport size photo of project manager (if not already submitted)
- ✓ Photographs representing main aspects of project work, and illustrating project impact (i.e. of workshops, field research, education and awareness, ecotourism, volunteer groups. Please take pictures illustrating the impact of the project, i.e. of the situation “before”, “during” and “after” the project)
- ✓ general photographs illustrating the environment of the site
- ✓ Soft copy of technical reports produced by project
- ✓ Soft copy of workshop reports

Please keep records of (for later review/consultation by the PCU)

- ✓ Financial records (invoices, receipts) of all expenditure incurred with project funds

- ✓ Hard copy of press articles and publications produced by the project
- ✓ Copy of TV/radio programs

Annex 1: Inventory of Outputs/Services

a) Meetings

No	Meeting Type ⁴	Title	Venue	Dates	Convened by	Organized by	# of Participants	Report issued as doc no	Language	Dated
1.	Expert Meeting Group	Steering Committee Meeting	WCST Meeting room	14 th March	WCST/WOW Project Manager	WCST/WOW Project Manager	Nine	1	English	14 th March 2008
2.	Expert Meeting Group	Steering Committee Meeting	WCST Meeting room	3 rd June	WCST/WOW Project Manager	WCST/WOW Project Manager	Four	2	English	14 th June

b) Printed Materials

No	Type ⁵	Title	Author(s)/Editor(s)	Publisher	Symbol	Publication Date	Distribution List Attached Yes/No
2.	Summary of WCST Conservation project under implementation	Wings Over Wetlands (WOW)	Sophia Masuka/Paul Nyitti	Miombo; Newsletter of the Wildlife Conservation Society of Tanzania; Issue No.31 April, 2008	-	April 2008	No

⁴ Meeting types (Inter-governmental Meeting, Expert Group Meeting, Training Workshop/Seminar, Other)

⁵ Material types (Report to Inter-governmental Meeting, Technical Publication, Technical Report, Other)

3.	Project in brief	United Nations Launches a Global project on bird Migration routes in Africa and Eurasia	Sophia Masuka/Victoria U. Ferdinand	Miombo; Newsletter of the Wildlife Conservation Society of Tanzania; Issue No.31 April, 2008	-	April 2008	No
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c) Media coverage

No	Description	Date
1.	News coverage on Independent Television on World Migratory event	10 th May 2008

d) Technical Cooperation with relevant parallel initiatives

No	Type ⁶	Purpose	Venue	Duration	Additional information for Grants and Fellowships ONLY		
					Beneficiaries	Countries/Nationalities	Cost (in US\$)
1.	Conservation filming making	Being trained on; - Making and editing digital filming - Conservation filming show	Mkuru Community Camp	Two weeks	Trainees, Institutions and communities	Kenya and Tanzania	200
2.							

e) Other Outputs/Services (e.g. Networking, Query-response, Participation in meetings etc.)

No	Description	Date
1.	Participated in broader team meeting in Netherlands of the UNEP/GEF African-Eurasian Flyways which aimed at With the aim of sharing experiences on project Implementation over the past year, to catalyze project efforts and to fine-tune the state-of-the-art tools being created under the framework of WOW.	January 2008

⁶ Technical Cooperation Type (Grants and Fellowships, Advisory Services, Staff Mission, Others)