

Project Proposal

Project Title: Mediterranean Regional Implementation Team: Administrative Functions

Organization: Doğa Derneği

Application Code: 59821

Organization Information

Organization Legal Name

Doğa Derneği

Organization Short Name / Acronym, if any

Doğa Derneği

Full Mailing Address -- include street, city and postal code

Hürriyet Cad. No: 43/12 Dikmen, Ankara

Physical Address -- if different from mailing list above

Country

TR

Web Site Address, if any

<http://www.dogadernegi.org>

Telephone

+90-3124812545

Fax

+90-3124812509

E-mail Address - Separate multiple addresses with semicolons.

dogadernegi.org

Organization Type

Local International

Local organizations should be legally registered in a country within the hotspot where the project will be implemented and have an independent board or a similar type of independent governance structure.

Project Information

Project Title

Mediterranean Regional Implementation Team: Administrative Functions

Total Project Budget (US \$):

Funding Request (US \$):

Start Date:

2011/12/1

***End Date:**

2016/3/31

CEPF Region - Please list the CEPF Region where your project will be implemented. CEPF funding regions are described on www.cepf.net.

Mediterranean Basin Biodiversity Hotspot

Project Location - Define the geographic location (including country, corridor, site, etc) where project activities will take place.

Across all priority corridors and key biodiversity areas listed in the Ecosystem Profile, including Albania, Algeria, Bosnia & Herzegovina, Cape Verde, Croatia, Egypt, Jordan, Lebanon, Libya, FYR Macedonia, Montenegro, Morocco, Syria, Tunisia and Turkey. Project staff will be based in Turkey, France (as of first year), North Africa (as of second year) and Jordan.

Strategic Direction from Ecosystem Profile

Strategic Direction 4. Provide strategic leadership and effective coordination of CEPF investment through a regional implementation team.

Project Lead Contact - Provide the name and contact information for the person responsible for correspondence with CEPF regarding this project.

Engin Yılmaz, Director General, engin.yilmaz@dogadernegi.org

Organization Chief Executive - Provide the name and contact information for the chief executive or person who is authorized to sign contracts on behalf of your organization.

Engin Yılmaz, Director General, engin.yilmaz@dogadernegi.org

History and Mission Statement - Provide a brief description of your organization's history and mission, including experience relevant to the proposed project.

Doğa Derneği (DD) envisions a world where human societies live in harmony with nature, and, therefore, nature conservation is no longer needed. DD's mission is to conserve Key Biodiversity Areas through a national grassroots network. DD's strategy strives to deliver six conservation outcomes:

- Avoid the extinction of species of global conservation concern
- Important Bird Areas and Key Biodiversity Areas adequately protected
- Corridors between Key Biodiversity Areas maintained and restored, where necessary
- Human resources working for nature conservation increased
- Number of organizations with nature-friendly policies increased
- Individuals able to produce and consume harmoniously with nature increased

DD is a leading conservation nongovernmental organization in Turkey and is becoming increasingly active in the Mediterranean as a whole. DD is the partner organisation of BirdLife International in Turkey, a member of the IUCN, WSPA and the Alliance of Zero Extinction (AZE); and it is a signatory of United Nations Global Compact.

Since its establishment in 2002, DD has played a major role in linking on-the-ground conservation efforts in Turkey with the global biodiversity agenda. This process led DD to become a well-established grassroots organization with strong linkages to the international nature conservation community. DD seeks to establish partnerships with other organizations at various levels; local, national or international, to play an effective role in conservation.

One of the key results of DD's work is its role in development of the Key Biodiversity Areas (KBA) concept, which underpins CEPF's and many other organisations' conservation strategies in the Mediterranean and elsewhere. DD worked closely with Conservation International – CABS and BirdLife International to develop this - one of the most prominent global methods in site conservation. To this end, DD identified 305 Key Biodiversity Areas (KBAs) in Turkey and published the "Turkey's Key Biodiversity Areas" inventory in two volumes and 1,200 pages. This publication is the first national inventory of its kind and the first national KBA book in the world. Furthermore, DD led the identification and description of one of the newest biodiversity hotspots of the world, the Irano-Anatolian, for the 2004 update of hotspots led by CABS.

Along with its in depth studies in hotspot science, DD has also adopted KBAs as the core of its conservation strategy and carried out an extensive set of on-the-ground actions that combines various tactics and elements of KBA conservation, e.g. strategic planning, establishment and management of protected areas, species recovery, rural development, campaigning, capacity-building etc. DD has implemented site conservation strategies at 30 out of 305 KBAs in Turkey and worked closely with its neighboring countries such as Georgia, Bulgaria, Greece and Syria to carry out trans-boundary conservation projects. Two such projects were supported under the investment program of CEPF Caucasus.

Between 2009-2010, along with its partners in the region, DD led the preparation of the CEPF Mediterranean Profile. In close partnership with a range of national and regional stakeholders, the strategic directions and investment priorities of CEPF's investment in the Mediterranean were identified to serve as the basis of CEPF's investment. This process was complemented by companion agreements with BirdLife International and its partners in the region, Tour Du Valat, CI's Center for Applied Biodiversity Science, IUCN and PlantLife.

Along with site level conservation projects at KBAs, DD is working on management of water resources and development of integrated water-basin management plans in the Mediterranean region of Turkey, where water is scarce and river systems are fragile. The Burdur Lake Closed Basin is DD's pilot investment area in relation to river basin management. At the species level, DD has concentrated its work on a number of globally threatened birds and mammals in Turkey, including the sociable plover, northern bald ibis, Egyptian vulture, gazelles etc.

DD has been working with a wide range of civil society organizations active in biodiversity conservation. These include several local non-governmental organizations in Turkey and its neighboring countries, to which DD has provided technical support for project development and management. DD established the "Turkish Nature Fund" in 2005, together with UNDP Turkey and the Ministry of Environment. Ten medium-size projects were funded under this scheme across Turkey. DD also assists the UNDP Turkey Small Grant Program and its grantees for development and implementation of conservation projects at KBAs. As part of an international project supported under CEPF Caucasus, DD managed a small grants program channeled to local conservation groups in North East Turkey.

Transparent and strong communication between DD staff, members and management has enabled the NGO to have effective conservation impacts in a short time span. Currently, DD continues to strengthen its local partnerships monitoring and implementing conservation actions at Turkey's Key Biodiversity Areas. DD led the

establishment of the Turkish Water Assembly, formed by 60 local and national NGOs, in early 2010 and elected as the Chair of the Assembly. The assembly connects all key groups in Turkey active in wetland and river conservation, as well as sustainable use of water resources.

DD has implemented the most long-standing nature conservation programme in Turkey since 2005. The program is called "Nature School" and targets graduates or final year under-graduates interested to work in nature conservation professionally. The Nature School programme aims to build the capacity of students in many aspects of conservation, including basics of biogeography, system planning, strategy development, campaigning, communications, project cycle management etc. The lessons are covered in three modules.

In 2007, DD was contracted by the Ministry of Environment of Turkey to enhance the capacity of key governmental staff working for biodiversity conservation. The training program covered the fundamental subjects of biodiversity conservation and provided the minimum-essential information to key staff members of the government to take information-based decisions on biodiversity conservation and management. Along with its training programmes for under-graduates and government staff, DD implements the "First Nature" education programme for first school students.

Since its establishment, DD has developed strong relations with governmental organisations, not only at the national level, but also locally. Since 2005, DD has acted as the voting NGO member of the National Wetlands Committee, established under the Ramsar Convention.

A very wide range of donors, including international foundations and the corporate sector, supports DD. Donor relations of DD include long-standing partnerships with key organisations, such as the MAVA Foundation, the Royal Society for the Protection of Nature and WSPA. DD received small to large-scale grants from at least 50 organisations over the past five years. In many cases, small grants that DD received evolved into long-term partnerships with donor organisations.

DD launched the "Zero Extinction" campaign in order to raise awareness on conservation of KBAs, through which more than 100,000 people were reached directly. Following an extensive campaigning on biodiversity conservation, several celebrities and opinion leaders have become active supporters of DD. These include famous pop-stars like Tarkan, Sezen Aksu, nobel-prized Turkish authors and many journalists. DD edits the nature pages of one of the main newspapers of Turkey, the Radikal, every week. Over the past seven years, DD has gradually become the one of the most influential civil society actors in Turkey.

Doga Dernegi's organisational monitoring is carried out in monthly, three-monthly and annual cycles. There is a monthly written internal reporting system that aims to monitor the performance of individual staff and programmatic teams. Written reports are submitted to line-managers of each staff person, who ultimately present their findings to the Director General. Every three months, a board of directors meetings with key staff members is held to monitor progress against targets of each programmatic area, based on a three monthly report prepared by the Director General. This internal monitoring cycle serves to swiftly identify potential gaps and weaknesses in the performance of staff and programmatic teams, leading to necessary operational corrective measures. The overall strategy and organisational targets are monitored annually at a meeting where all DD staff and board members are present. Financial monitoring is carried out monthly by the Finance Team and reported to the Director General. Every three months, an authorized audit company carries out an independent control of financial records, while a full independent audit is made annually in April.

Year Organization Established

2002

Total Permanent Staff

20

Key Project Staff - Include titles, roles and responsibilities, and percentage of time dedicated to project.
 RIT Manager (Full time employee 1 - costs shared between Administrative and Programmatic Functions): Responsible for management of the RIT and its staff; oversight of the transition of the CEPF investment program from vision to reality; and liaison between the RIT and the CEPF Secretariat. Specific responsibilities include operationalizing the RIT and training other project staff; coordinating the technical review and strategic evaluation of proposals; after any necessary external review/approval, approval of small grant contracts and financial disbursements drafted by the Finance and Administrative Manager (thus ensuring clear segregation of duties); coordinating the monitoring of CEPF-funded projects. The RIT Manager will be fluent in English and one other relevant language and is supervised by the Senior Supervisor (see below). Until the recruitment of the RIT Manager and project staff is finalised, the Senior Supervisor will provide the functions of the RIT Manager.

Small Grants Manager (Full time employee 2): Fully responsible from managing the Small Grants Program across the hotspot. Responsibilities will include all phases of the Small Grants Program; ranging from selection of projects, making contractual agreements and monitoring of implementation. Will work closely with the

regional team for North Africa and the Middle East, as well as with the other members of the RIT. Small Grants Manager will also support the RIT Manager with the review, monitoring and evaluation of wider CEPF project portfolio in the Mediterranean.

Finance and Administrative Manager (Full-time employee 3): Responsible for day-to-day administration and financial management of the RIT. Specific responsibilities include developing a project management guide to guide implementation; book keeping; reporting on expenditure to CEPF and [BirdLife/BirdLife partner that is applying as RIT]; preparation of project accounts and financial reports; organising internal and external audits compliant with CEPF requirements; supporting the RIT Manager and the Small Grants Manager with the review of large and small grantees' financial reports; handling contracting and disbursement of small grants (although contracts and disbursements will need to be reviewed and approved by the RIT Manager, ensuring clear segregation of duties); purchase of project equipment; management of communications and travel arrangements for project staff; and organisation of logistics for workshops and seminars. The Finance and Administrative Manager will be fluent in English and Turkish.

Using the existing Doga Derneği financial management systems, they will be able to track, record and account for all funds received and disbursed. Separate, dedicated bank accounts will be opened for RIT project funds and small grant funds. Reconciliations of money received and disbursed will be completed monthly, in comparison with bank statements for each bank account. All accounts, contracts and other financial records are kept for the period required by the donor, Turkish law and relevant national law. For most documents, this means a period of five years. To safeguard against fraud and embezzlement, risk assessment of small grantees will be carried out, and more stringent financial controls will be placed on those small grantees assessed as being higher risk, for example organisations with a history of late reporting and weak financial accounting. All payments of payment requests and other invoices are made by bank transfer, will be approved by the RIT Manager (to ensure clear segregation of duties and internal controls), and checks are made with the recipient's bank to check that the funds are received. Additional confirmation is also requested from the recipient. Furthermore, all small grants will be monitored by the RIT team, through: regular completion and submission of financial and programmatic reports by the grantee; site visits by RIT staff where necessary; and regular correspondence with the grantee concerning project progress.

Senior Supervisor (costs shared between Administrative and Programmatic functions): a part-time position based in Turkey, responsible for securing additional funds to support CEPF investment priorities, running the donor roundtable actively, and maintaining relations with donors. This position will play a key role in supervising the project team and overseeing the development of a coherent portfolio of projects that fits the Ecosystem Profile, and will also take part in selected capacity-building efforts for grantees. The Senior Supervisor will also communicate CEPF priorities and investments to regional stakeholders, liaise with other conservation organizations and conservation networks. Until the recruitment of the RIT Manager and project staff is finalized, this position will provide the functions of the RIT Manager. The position is supervised directly by the Board of Directors of Doga Derneği.

Staff not employed directly by Doğa Derneği:

Project Officer for the Middle East (costs shared between Administrative and Programmatic functions): a half-time position with BirdLife Middle East (see Project Partners below) that will have the same role and responsibilities as the Project Officer for Turkey and the Balkan States, but for the Middle East region. The BirdLife Middle East Project Officer is fluent in Arabic (the national language in the three eligible countries) and English. Translation of key CEPF materials into Arabic by the Project Officer will be essential for engagement of local NGOs and CBOs in this region, and will also help engagement in parts of North Africa.

Project Officer for North Africa (costs shared between Administrative and Programmatic functions): a full-time position with LPO (see Project Partners below) that will have the same role and responsibilities as the Project Officer for Turkey and the Balkan States, but for the North Africa region. This position will be based in France for the first year and then in Morocco for the remainder of the project. The Project Officer will be fluent in English and French, and with at least good spoken Arabic skills. Responsibilities will be essentially the same as those of the Project Officer employed by Doga Derneği. The working language in Algeria, Morocco and Tunisia is French, and key CEPF materials will be translated by the Project Officer into this language. However, Arabic is the national language in each of these countries, and in Egypt and Libya, and so provision of key CEPF materials in Arabic by BirdLife Middle East will facilitate wider government support and maximum dissemination to local organizations.

Counterpart Funding - Identify the amounts and sources of additional funding already secured to be directed to this project.

None secured, although a complementary programmatic proposal with a strong focus on fund-raising for further contribution to RIT functions and CEPF investment priorities underpins the proposed project.

In-Kind Contributions - Enter the amount of your organization's contributions to be directed to this project and explain how these have been calculated.

None.

Project Partners - List any partners to be directly involved in implementing this project. For each partner please indicate how they will be involved, and whether they are a local or international organization.

1. The BirdLife International regional secretariat for the Middle East (hereafter BirdLife Middle East), a direct legal part of BirdLife International. Located in Amman, Jordan, BirdLife Middle East supports national, independent BirdLife partners in the region to coordinate their priority actions, develop fundraising for projects, pursue the Important Bird Areas (IBAs) program, and exchange experience both regionally and globally. BirdLife Middle East has been at the forefront of conservation efforts in the region since the mid 1990s, with a particular emphasis on conducting biodiversity surveys, building the capacity of conservation staff, and engaging local stakeholders in conservation. BirdLife Middle East supports conservation throughout the region, including all countries eligible for funding by CEPF in the Mediterranean Basin Biodiversity Hotspot, namely Jordan, Lebanon and Syria. Central to the success of BirdLife Middle East has been the organisation's ability to maintain a perception of inclusivity and impartiality and, thereby, generate trust among stakeholders.

BirdLife Middle East has successfully implemented a number of major donor-funded projects up to \$6 million, in collaboration with government and civil society partners. Between 2008 and 2010, for instance, it implemented the Middle East component of the GEF/UNEP funded project "Wings Over Wetlands"; the largest international wetland and waterbird conservation initiative ever to take place in the African-Eurasian region, aiming to conserve healthy and viable populations of African-Eurasian migratory waterbirds. BirdLife Middle East also has experience with small grant mechanisms, being part of the Board and the technical team of the recently established \$1 million Hima Fund. This fund aims to give small grants to non-governmental organisations (NGOs) and community-based organisations (CBOs) to enhance the conservation status of IBAs in the region, and significant opportunities exist for complementarity and synergies with both small and large grants made by CEPF.

In this project, BirdLife Middle East will dedicate half the time of an existing Project Officer to promoting CEPF, engaging relevant stakeholders (particularly potential grant applicants), giving Arabic language support to applicants, coordinating review of applications, and monitoring project progress. Responsibilities will be essentially the same as those of the Project Officer employed by Doga Dernegi.

2. La Ligue pour la Protection des Oiseaux (LPO). As the local BirdLife partner in France, LPO is one of the leading national environmental NGOs with 42,000 members and a network of 35 regional organisations within France. Building on its species and site conservation achievements in France, LPO has increasingly tackled conservation issues further afield. This has not only involved collaborations with neighbouring countries such as Spain but has also included support to the BirdLife partners in Egypt, Tunisia and Lebanon. Notably, from 1997-2000 LPO coordinated management of a network of wetland sites along the East Atlantic Flyway from Senegal to the Netherlands in a project supported by Fonds Français pour l'Environnement Mondial (FFEM) and the Evian water company. LPO has significant experience managing large and complex projects, most recently an EU LIFE project for the French overseas territories with a budget of 2.3 million Euros and a large number of technical partners.

In this project, LPO will build on previous experience in North Africa to help in promoting CEPF, engaging relevant stakeholders (particularly potential grant applicants), giving French and Arabic language support to applicants, coordinating review of applications, and monitoring project progress.

Project Rationale - Describe the conservation need (key threats and/or important opportunities) your project aims to address and what would happen if this project is not implemented.

The rationale for CEPF investment is set out in detail in the Hotspot Profile, developed by DD and multiple partners during the profiling process, and here we seek only to highlight some of the key findings:

1. Despite the major socioeconomic differences in the region, the main pressures on biodiversity and natural resources demonstrate a common pattern across the hotspot. In particular, the impact of and reliance on tourism stands out as the main driver of biodiversity loss in the hotspot, and a threat that has remained largely unchecked due to the absence of coastal zone planning. The development of resorts and holiday accommodation has transformed large swathes of coastal regions in the north, and increasingly threatens less developed regions in the south and east. Tourism development has driven urbanisation and other infrastructure in coastal regions, and an increasing pressure on water resources (see below). Coastal zone planning and the promotion of sustainable tourism are therefore essential if biodiversity rich areas in the hotspot (particularly in Libya, Algeria/Tunisia and south-west Balkans) are to be spared the negative consequences of the expected rapid development of tourism in these regions. The Integrated Coastal Zone Management (ICZM) protocol under the Barcelona Convention (PAP/RAC 2007), and the commitment to this by governments in the Mediterranean region, provides a useful framework within which planning and sustainable tourism can be advanced.

2. A second common issue across the Hotspot, and highlighted during the consultations in each of the sub-regions, is the increasing demand for water, driven in part by tourism development, but also expanding urban

populations, and the increasing dependence on high-input irrigated agriculture. This is putting a huge pressure on biodiversity-rich river basins, especially in Taurus mountains of southern Turkey, the Atlas mountains of Morocco and mountain ranges that link Syria and Lebanon. There is still time in these and other priority regions of the hotspot to conserve priority sites and habitats, put in place integrated river basin management schemes, and address early-stage planning for infrastructure which threatens biodiversity such as dams and river diversion/irrigation projects.

3. Despite excellent progress with the designation and management of protected areas, particular with EU funding in the north, there remain significant gaps in protected area coverage as well as weakness in management and law enforcement. During the profiling process, 44 sites stood out as being a priority for protected area designation and/or improved management including the development of management plans, the development of new approaches to financing, and the strengthening of local community involvement in protected areas. The irreplaceable value of some sites for plants diversity was particularly noteworthy during the profiling process.

4. Whilst the Mediterranean is primarily a hotspot for plants, plant data are poor, and there is a need for more work to identify important plant sites and to ensure that plant priorities are adequately addressed through stand-alone projects and through integration into broader initiatives.

Project Approach - Describe the proposed strategy and actions of your project in response to the conservation need stated above. Include the expected results of the project and any potential risks you face in implementing this plan. (No more than 500 words).

1. A decentralized RIT is proposed, with capacity to support civil society across the region. The RIT will include project officers for Turkey and the Balkans, North Africa, and the Middle East, and an ability to work in English, French, Turkish and Arabic. This project essentially builds upon the complementary administrative project proposed to CEPF (so much of the project approach on the actual conservation needs is the same and not repeated here).

2. The RIT will aim to build on the collaboration that was developed during the profiling process, in part through the establishment of a hotspot-level 'Mediterranean Hotspot Regional Advisory Group'. The Advisory Group will provide a key forum to ensure greater collaboration among Mediterranean-wide initiatives, to facilitate north-south exchanges of experience and funding, and to focus donor and other stakeholder attention on the CEPF investment plan.

3. The project will support the civil society to preserve the vital coastal ecosystems, freshwater habitats and water.

4. In order to address weakness in the protected areas network in the hotspot, the RIT will need to support projects which inter alia put in place proposal for protected area designation, formalise and strengthen community managed areas, develop and implement management plans where these are weak or currently lacking, and pilot schemes which explore the potential to generate sustainable funding.

In some countries in the region, such as Libya, Syria and few others, there is an unstable political ground for implementing the ecosystem profile as a result of ongoing social conflicts. The RIT and the CEPF Secretariat will carefully monitor these developments, to assess the risks for a possible CEPF investment in such a country. The political conditions will be taken account before making any contractual agreement with an organization in those countries. Moreover, the RIT will make sure that CEPF will be able to unilaterally suspend contracts where practical conditions for implementing projects are no longer favorable.

Doğa Derneği is a national non-governmental organisation and thus has limited experience working throughout the Mediterranean. Therefore, an international team will be established for this project, comprising personnel working in Turkey, France, Jordan and UK. Doğa Derneği is the BirdLife partner in Turkey and works in synergy with the BirdLife Secretariat and other partners. BirdLife partners (including LPO, also involved in this project), and the BirdLife Secretariat, have strong linkages with funding mechanisms in the EU and member states. Doğa Derneği will work closely with the wider BirdLife partnership to improve the efficiency of the RIT. During the past two years years Doğa Derneği has developed healthy relations with many organisations in the region throughout the CEPF Mediterranean profiling process. These organisations include other non-government organisations, academic institutions, government agencies, and foundations investing in the Mediterranean. These relationships will be progressed throughout this project and the investment of CEPF in the region. Furthermore, the Regional Advisory Group of the CEPF RIT in the region will involve other regional organisations such as IUCN, WWF MEDPO and Tour Du Valat. Doğa Derneği will work towards maximizing their contribution in the CEPF investment in terms of their organizational experience and connections.

Link to CEPF Investment Strategy - How does your project relate to the CEPF investment strategy presented in the Ecosystem Profile? (This document may be found at www.cepf.net) Your answer should include reference to a specific strategic direction from the relevant ecosystem profile that the project will support. The project will support the first key investment priority under Strategic Direction 4:

Investment Priority 4.1 - Build a broad constituency of civil society groups working across institutional and political boundaries toward achieving the shared conservation goals described in the ecosystem.

The project will ensure that CEPF investment in the Mediterranean Basin Biodiversity Hotspot has the maximum impact on conservation goals by effectively engaging a broad cross-section of civil society in biodiversity conservation, forging partnerships among different organisations, and guiding the development of a coherent, integrated, self-reinforcing portfolio of investments. By facilitating CEPF investment in this way, the project will contribute to the attainment of all of the conservation goals prioritised in the Ecosystem Profile.

Eligibility Questions

CEPF funds may not be used to directly fund government agency activities. In addition, they may not be used for the purchase of land, involuntary resettlement of people, the capitalization of a trust fund or the alteration of any physical cultural property. If your proposed project involves any of these, CEPF is not in a position to fund your proposal. Where possible, you may revise your strategy to avoid these elements or you may wish to consult the "Resources" section at www.cepf.net that provides links to additional funding sources and resource sites.

Do you represent, or is your organization controlled by, a government agency?

No.

Do you plan to use any of the potential project funds to purchase land?

No.

Does the project involve the removal or alteration of any physical cultural property (includes movable or immovable objects, sites, structures, and natural features, and landscapes that have archeological, paleontological, historical, architectural, religious, aesthetic, or other cultural significance)?

No.

Does the project involve the relocation of people or any other form of involuntary resettlement?

No.

Do you plan to use any of the project funds to capitalize a trust fund(s)?

No.

Safeguard Policy Aspects

If the answer to one or more of the following questions is marked Yes, summarize the potential impacts and how these might be avoided or mitigated. Describe proposed consultation process and assessments that will be undertaken to inform project design, as well as measures to address social issues.

Environmental Aspects

Will the proposed project involve activities that are likely to have adverse impacts on the environment?

Yes

No

Justification I - Provide rationale for environmental impact if the answer marked is Yes.

Social Aspects

Will the proposed project involve activities that are likely to have adverse impacts on the local community?

Yes

No

Justification II - Provide rationale for social impact if the answer marked is Yes.

Additional Information

Stakeholder Participation - Describe any stakeholders important to your project and how you have involved them in your planning.

As the lead organisation for development of the CEPF Ecosystem Profile for the Mediterranean, Doğa Derneği has already established links and trust with a wide range of stakeholders in each country. These stakeholders have de facto been involved in planning of the investment strategy underpinning this project.

During establishment and operation, the RIT will engage with a range of stakeholders in each country.

To enhance transparency and accountability in grant making, the RIT will engage a range of stakeholders through 'Technical Review Groups' in each country. Technical Review Groups will comprise experienced international and local conservation practitioners, academics and other interested parties (such as national

representatives of CEPF donors) responsible for technical review of proposals. The use of Technical Review Groups has been proven in Indochina to not only promote stakeholder participation, but introduction of this multi-layered review and oversight process has also ensured increased ability to mitigate conflicts of interest.

External Assumptions - Describe any important external factors that may affect your project during implementation and how you will mitigate these potential risks.

1. The CEPF investment strategy is consistent with the strategies of civil society organisations active in the Mediterranean Hotspot.

This is a very important assumption, if enough proposals of sufficient quality are to be generated. However, as the CEPF investment strategy has been developed in close consultation with civil society organisations active in the Mediterranean Hotspot, it is very likely that the assumption will hold true.

2. Sufficient capacity to develop and implement biodiversity conservation projects exists within local civil society organisations or can be built.

This is an important assumption, if the project is to successfully engage a broad cross-section of civil society in conservation. In a number of priority countries, few local civil society organisations either exist or currently have sufficient capacity to develop and implement CEPF-funded projects unaided.

3. Government institutions, local communities and the tourism industry are willing and able to collaborate with civil society organisations to implement biodiversity conservation projects.

As collaborations among civil society organisations, government institutions and local communities to implement biodiversity conservation projects are developing in the Mediterranean Hotspot, this assumption is likely to hold true - with the caveat that recent/current civil conflict in a number of the eligible countries may constrain these relationships during the course of the project. A key initial step by the RIT in forging such collaborations will be working with CEPF to seek GEF national focal point support for the Ecosystem Profile in all eligible countries. Collaborations among civil society and industry in the eligible countries are less frequent, and will not always be feasible. In order to mitigate the risk of the assumption not holding true, the project will continue to manage the expectations of all stakeholders regarding CEPF funding.

4. Additional funding sources are secured to sustain priority conservation actions beyond the end of the CEPF investment period.

This assumption is very important to the sustainability of the project and its impacts. Although the CEPF investment strategy is strongly focused on sustainable approaches, such as integration of sustainable management into planning and development processes, not all conservation outcomes can be sustainable within the CEPF investment period. It is expected that the project will guide the development of a CEPF investment programme that initiates effective conservation partnerships and interventions, develops best practice approaches, and highlights priorities for further action. It is likely that other donors will be interested in sustaining these achievements during and beyond the CEPF investment period, particularly when catalysed by complementary programmatic proposal which aims to stimulate and facilitate additional donor inputs. However, it is possible that shifts in donor funding priorities or continuing slow global economic conditions may limit opportunities for leveraging additional funding to sustain the achievements of CEPF in the region.

Long-term Sustainability/Replicability - Describe how project components or results will continue or be replicated beyond the initial project. Note that this may include elements of project design, tools utilized during the project, or project results.

The project will help realise the vision for CEPF investment laid out in the Ecosystem Profile. This vision is of a programme of CEPF investment that delivers long-term conservation and civil society strengthening benefits beyond the five-year investment period.

The project will pro-actively engage with CEPF grantees during the proposal preparation and project implementation stages, to ensure that the long-term sustainability of individual projects is maximised, particularly in line with recommendations in the CEPF investment strategy. Project components that grantees could be encouraged to include or strengthen include: strengthening the capacity of government, local community, indigenous civil society or local business partners; developing long-term funding strategies for site-conservation initiatives and sustainable alternative local livelihoods; effecting lasting changes, such as mainstreaming sustainable management into development planning; documenting lessons learned and preparing best-practice guidelines; and leveraging additional resources from projects and programmes in other sectors.

Social Context - Describe the broad socio-economic context of, and local communities living in, the area of the proposed project. Describe how the project will work in this context and with the local communities, if relevant.

Even though the Mediterranean hotspot includes a total of 31 countries, roughly divided in a rich, urbanised

industrialized north with high-medium income levels, low population growth, abandoning of large agricultural lands as a result of increased agricultural production and decreased rural population; and a poor, heavily populated and young south and east, still rural but urbanizing rapidly, the six priority hotspots identified in the profile, and the 20 other key KBAs identified for site level investment only cover 15 countries, namely: Algeria; Egypt; Libya; Morocco; Tunisia; Cape Verde; Jordan; Lebanon; Syria; Turkey; Albania; Bosnia and Herzegovina; Croatia; FYR Macedonia; Montenegro.

Not surprisingly, these include some of the poorest, and most populated countries in the region, with the least developed civil society. Most of these countries are often dominated by state ownership of resources and rapid degradation of nature owing to destructive interventions of large rural populations (i.e. encroachment for croplands, over-grazing, over-cutting of timber and fuelwood).

Among these countries identified as priority for CEPF investment, it is noteworthy that:

- Algeria, Egypt, Morocco and Syria have significant poverty levels, with Lebanon, Albania, Bosnia and Herzegovina, and Turkey following close behind;
- The most populous countries of the Mediterranean are Egypt and Turkey;
- Lebanon is one of the most densely populated countries in the region (and one of the most urban – 87%), while many of the key corridors include the coastline, in which is concentrated the vast majority of the people in the region;
- Egypt (1.64%), Libya (2.17%), Morocco (1.48%), Syria (2.13%) and Turkey (1.31%) are experiencing population growth beyond the world average of 1.17%;
- Algeria, Egypt, Morocco and Tunisia have the lowest literacy rates in the region, with figures for women much worse than for men;
- Arabic is spoken in most of the priority countries.

Some of the major threats identified in the profiling exercise also impact on the priority corridors or key KBAs, namely:

- Tourism development (e.g. Southwest Balkans, Taurus mountains and Cyrenaican peninsula priority corridors). Species populations have become increasingly fragmented and isolated as a result of infrastructural development mainly triggered by the tourism industry;
- Pressure on scarce water resources resulting from major water investments as well as climate change (e.g. Taurus mountains, The Orontes valley and Lebanon mountains priority corridors). The increasing number and magnitude of water investments is causing irreversible damage to the fragile water cycle.

All the priority corridors and key KBAs can be characterised by a few relevant main features, that the Regional Implementation Team will keep in permanent consideration:

- Almost all of these priority areas have significant human populations in, or nearby (notable exceptions are the deserted islets in Cape Verde) that closely rely on water and other natural resources in these areas (some priority KBAs have millions of people living inside – e.g. Taurus mountains and Orontes valley and Lebanon mountains);
- These populations are diverse, from different backgrounds, ethnicities and origins, reflecting the huge melting pot that is the Mediterranean, a region that has experienced a long history of human settlement, movements and migrations which first began about 10,000 years ago. There are therefore no large, discreet indigenous communities living in these priority KBAs and sites (most of the Mediterranean societies are a product of globalisation) – rather, the general picture is that in each one of these priority corridors and/or key KBAs there are various, often diverse communities, more or less traditional, often with different needs and resource use (some of the nomadic groups - though much reduced - are some of the most traditional of all communities in the Mediterranean). While the situation is complex, projects need to engage with all these stakeholders if they are to be successful and sustainable;
- Government policies (e.g. Protected Area establishment, water and agricultural policies, etc.) traditionally affect rural communities living in the identified corridors. Coupled with the poverty and illiteracy levels referred to above, this often results in marginalisation of communities and rural people, which do not have - or do not know how to access - legal or other mechanisms to change the situation. Future CEPF funded projects can here play a significant role;
- Most of the priority corridors and key KBAs are located in Arabic-speaking countries.

In order to maintain the integrity of ecosystem processes and services in these corridors, projects and civil society need to work with, and address, the needs, cultures, institutional status, political connectivity and languages of local populations.

The RIT team will make sure that projects and actions carried out have a full understanding of the social and economic context within the corridors, in order to link local development priorities, opportunities and threats with the identified CEPF biodiversity conservation strategies for the region. Local contact and understanding with communities and people living in nearby corridors and KBAs is a must.

Additional Information - Please provide any additional information relevant to CEPF's evaluation of your project.

In the event that additional funding is leveraged from other sources for disbursement via the RIT, it may be necessary to adjust the structure and/or functions of the team, according to the requirements of the funding sources.

(CEPF rev.3)

Logical Framework

Project Title: Mediterranean Regional Implementation Team: Administrative Functions

Organization: Doğa Derneği

Application Code: 59821

Long-term Impacts (3+ Years)

Sustained and effective conservation of coastal areas, river basins, and other priority natural ecosystems, supported by the civil society in the Mediterranean Basin Biodiversity Hotspot, as a contribution to global biodiversity conservation and improved livelihoods of people dependent upon natural resources.

Short-term Impacts (1-3 Years)

A CEPF investment carried out in the Mediterranean Basin Biodiversity Hotspot that realises the vision set out in the Ecosystem Profile, specifically:

1. The Regional Implementation Team (RIT) becomes a key actor and leverages nature conservation in the Mediterranean Basin.
2. A project portfolio that adequately represents the strategic directions and priority regions of the Ecosystem Profile for the Mediterranean becomes operational.
3. Conservation efforts initiated and developed at priority Key Biodiversity Areas and corridors.

Project Components

Based on your Letter of Inquiry, please list each project component using the Add button below.

Component 1.

Operationalize the Regional Implementation Team (RIT).

Products / Deliverables

Based on your Letter of Inquiry, please list each product/deliverable for the corresponding component.

1.1.

Appropriately qualified staff recruited within 30 days and trained within three months of start of project.

1.2.

DD office and management/ procedures mobilized to implement grant within 30 days of start of project.

1.3.

Support CEPF Secretariat to secure focal point endorsements for selected countries.

1.4.

Financial reports and RIT performance reports submitted to CEPF in required formats and according

to the schedule specified in the contract.

1.5.
Mid-term and final RIT audits conducted.

Component 2.

Establish and coordinate a process for proposal solicitation and review.

2.1.
Calls for Lols issued and deadlines for submission set at least annually.

2.2.
Technical review of all large grant LOIs conducted internally and by external parties as appropriate, within 8 weeks of close date of call for LOIs.

2.3.
Feedback on large grant Lols provided to CEPF Grant Director within two weeks from the completion of the technical review.

2.4.
Support applicants to finalize grant applications for submission to CEPF, on rolling basis.

2.5.
Technical review and strategic evaluation forms prepared; and initial justifications made for all large grants and submitted to the CEPF Secretariat.

Component 3.

Manage a program of small grants; that is, grants of less than \$20,000.

3.1.
Technical review of all small grant Lols conducted internally and externally, as appropriate, within four weeks of submission.

3.2.
Feedback on small grant Lols provided by DD to all applicants within six weeks of each submission.

3.3.
Risk assessments for each small grant made by DD.

3.4.
Legally binding, locally enforceable grant agreements made per small grant.

3.5.
Regular technical and financial progress reports of grantees (based on length of the project).

3.6.
Funds allocated for each small grant disbursed upon the conditions in project contracts.

3.7.
Successful small grant proposal documentation submitted to the CEPF Secretariat within one month of grants being contracted.

Component 4.

Monitor and evaluate CEPF investments at project and portfolio levels.

4.1.

Civil Society Tracking Tool provided to all CEPF grantees for completion at appropriate intervals during their projects.

4.2.

All CEPF grantees report on progress against targets set out in their individual project outlines/logframes and the overall investment strategy logframe at least annually over course of project (more frequently for higher risk grantees).

4.3.

Management Effectiveness Tracking Tools Strategic Program 1 for protected areas and Strategic Program 2 for production landscapes completed at the start, middle and end of the project.

4.4.

All programmatic and financial reports reviewed within two weeks of receipt, and CEPF Secretariat informed of any potential problems or requested modifications to large grant project design.

4.5.

At least one visit made to every large grantee over course of project, and visits made to small grantees where necessary, to review implementation and evaluate any requested modifications to project design.

4.6.

Mediterranean Hotspot Regional Advisory Group meetings held annually to provide review and feedback on implementation and portfolio development.

4.7.

A coherent project portfolio that adequately represents all investment priorities and covers all priority corridors by end of project.

4.8.

Mid-term assessment of investment portfolio conducted by end of third year of project.

4.9.

Final assessment of investment portfolio conducted by end of project.

Component 5.

Implementation of CEPF program in the Middle East (Subgrant to BirdLife International).

5.1.

Appropriately qualified staff recruited within 30 days and trained within three months of start of project.

5.2.

Establish office, policies, procedures and systems for grant solicitation, review and monitoring.

5.3.

Support DD to achieve performance targets in Components 2, 3 and 4.

5.4.

Support DD to collect monitoring data from all grantees in the Middle East at the project level (every 6 months) and at the portfolio level (annually).

5.5.

Prepare semestral technical reports and quarterly financial reports for submission to DD and CEPF Secretariat.

Component 6.

Implementation of the CEPF program in North Africa (Subgrant to LPO).

6.1.

Appropriately qualified staff recruited within 30 days and trained within three months of start of project.

6.2.

Establish office, policies, procedures and systems for grant solicitation, review and monitoring.

6.3.

Support DD to achieve performance targets in Components 2, 3 and 4.

6.4.

Support DD to collect monitoring data from all grantees in North Africa at the project level (every 6 months) and at the portfolio level (annually).

6.5.

Prepare semestral technical reports and quarterly financial reports for submission to DD and CEPF Secretariat.

Activities

Project Component 1.**Activity 1.1.**

Recruit staff members of the RIT.

Activity 1.2.

Establish separate US dollar bank accounts for the RIT and the small grant mechanism.

Activity 1.3.

Sign contracts with RIT partners within one month of the start of the project.

Activity 1.4.

Purchase and install computing and office equipment and supplies.

Activity 1.5.

Conduct training needs assessments for project staff.

Activity 1.6.

Organise training for project staff.

Activity 1.7.

Develop and introduce project-specific management and accounting procedures.

Activity 1.8.

Liaise with GEF focal points to secure endorsements for any outstanding countries.

Activity 1.9.

Prepare financial reports and RIT performance reports and submit to CEPF.

Activity 1.10.

Conduct institutional and RIT audits and submit to CEPF.

Project Component 2.**Activity 2.1.**

Establish and coordinate a process for solicitation of applications in order to distribute the summary of the investment strategy, eligibility criteria and application process to relevant local and international organizations in the Mediterranean.

Distribute summary of investment strategy, eligibility criteria and application process to international organisations active in biodiversity conservation in the Mediterranean and to local civil society organisations.

Activity 2.2.

Announce the availability of CEPF grants via media and internet; establish schedules for the consideration of proposals at pre-determined intervals, including decision dates in liaison with the CEPF Secretariat.

Issue annual calls for Lols via newsletter, advertisements in the national press and CEPF, Doga Dernegi and partner websites, and set deadlines for submission.

Activity 2.3.

Provide off-line templates for Lols and application forms to applicants without reliable internet access, and enter information onto grants management database.

Activity 2.4.

Pro-actively identify local civil society organisations in the region that need assistance with developing and implementing CEPF projects.

Activity 2.5.

Provide hands-on assistance, where necessary and feasible given language barriers, to local civil society organisations in the region with preparing Lols and full proposals.

Activity 2.6.

Encourage large grant applicants to include provisions for engaging local and grassroots organisations via sub-granting or mentoring, where appropriate.

Activity 2.7.

Establish and coordinate a process for evaluation of applications.

Activity 2.8.

Evaluate all letters of inquiry and all proposals.

Activity 2.9.

Facilitate technical advisory committee review, where appropriate (including convening a panel of experts) and obtain external reviews of all applications over \$250,000.

Activity 2.10.

Ensure that all application information is linked into the CEPF grants management system - GEM.

Activity 2.11.

Prepare strategic evaluation for each Lol, taking into account technical reviews.

Activity 2.12.

Submit technical review and strategic evaluation forms for large grant Lols to CEPF Secretariat for review and endorsement and provide feedback to applicants, recommending changes to projects necessary to maximize their contribution to the investment strategy.

Activity 2.13.

Decide jointly with the CEPF Secretariat on the award of all grant applications of \$20,000 and above.

Activity 2.14.

Communicate with applicants throughout the application process to ensure applicants are informed and fully understand the process.

Project Component 3.**Activity 3.1.**

Announce the availability of CEPF small grants.

Activity 3.2.

Conduct due diligence to ensure sub-grantee applicant eligibility and capacity to comply with CEPF funding terms.

Activity 3.3.

Develop programmatic and financial risk assessment processes for small grants, and conduct these assessments for each small grant.

Activity 3.4.

Develop legally binding, locally enforceable small grant agreement template reviewed and approved by local counsel (including roll down of CEPF grant conditions) and handle contracting for small grants.

Activity 3.5.

Management Effectiveness Tracking Tools Strategic Program 1 for protected areas and Strategic Program 2 for production landscapes used by grantees at the start, middle and end of the project.

Activity 3.6.

Ensure sub-grantee compliance with CEPF funding terms and monitor, track, and document grantee technical and financial performance.

Activity 3.7.

Assist the Secretariat in maintaining the accuracy of the CEPF grants management database.

Activity 3.8.

Convene external review to evaluate each small grant proposal, where appropriate and where expert opinions will improve the quality and relevance of the grants.

Activity 3.9.

Conduct regular project site visits (at least once every six months) to monitor and document grantee technical and financial performance. Contact grantees regularly via email and telephone. Ensure that grantees complete regular (based on length of the project) technical and financial progress reports.

Project Component 4.**Activity 4.1.**

Invite appropriate persons to sit on the Mediterranean Hotspot Advisory Group, and prepare review mechanism (in such a way that conflicts of interest are avoided) and ToR.

Activity 4.2.

Hold Mediterranean Hotspot Advisory Group meetings to review RIT progress and portfolio development.

Activity 4.3.

Provide civil society organisational capacity tracking tool to local organisations that receive CEPF grants.

Activity 4.4.

Assist CEPF grantees to report on progress against targets set out in their individual project logframes and the overall investment strategy logframe.

Activity 4.5.

Verify completion of products, deliverables, and short-term impacts by grantees and review grantee financial reports in relation to programmatic performance.

Activity 4.6.

Make at least one visit to each large grantee in the region to review implementation and evaluate any requested modifications to project design, and prepare trip reports.

Activity 4.7.

Prepare and regularly update maps and matrices of on-going and pipeline investments against conservation outcomes.

Activity 4.8.

Hold annual meetings (face-to-face or teleconference) with CEPF Secretariat to discuss development of the investment portfolio and prepare annual grant-making workplans.

Activity 4.9.

Review investment matrices and maps semi-annually, and encourage appropriate civil society organisations to submit proposals that address gaps in the CEPF investment strategy.

Activity 4.10.

Advise CEPF Secretariat on any adjustments required to the Ecosystem Profile investment priorities, if necessary to respond to major changes in regional context.

Activity 4.11.

Hold semi-annual meetings (face-to-face or teleconference) with CEPF Secretariat to discuss progress with project implementation.

Activity 4.12.

Facilitate mid-term and final assessments of investment portfolio and global programme in collaboration with CEPF Secretariat.

Project Component 5.**Activity 5.1.**

Appropriately qualified staff recruited within 30 days and trained within three months of start of project, based in Amman.

Activity 5.2.

BirdLife Middle East office and management/ procedures mobilized to implement grant within 30 days of start of project.

Activity 5.3.

BirdLife Middle East gives strategic guidance to applications from the Middle East and supports DD with the internal and external reviews of grant applications from this region.

Activity 5.4.

BirdLife Middle East manage the Small Grants Program in the Middle East in coordination with Small Grants Manager. BirdLife Middle East will be responsible for all aspects of small grant management in its region as to include giving guidance to potential grantees, reviewing, contracting, monitoring and evaluation etc.

Activity 5.5.

BirdLife Middle East presents regional results and updated maps and matrices of outcomes and CEPF investments to be collated by Doğa Derneği across the hotspot.

Project Component 6.**Activity 6.1.**

Appropriately qualified staff recruited within 30 days and trained within three months of start of project, based at the Headquarters of LPO.

Activity 6.2.

LPO office and management/ procedures mobilized to implement grant within 30 days of start of project.

Activity 6.3.

LPO gives strategic guidance to applications from North Africa and supports DD with the internal and external reviews of grant applications from this region.

Activity 6.4.

LPO manages the Small Grants Program in North Africa in coordination with Small Grants Manager. LPO will be responsible for all aspects of small grant management in its region as to include giving guidance to potential grantees, reviewing, contracting, monitoring and evaluation etc.

Activity 6.5.

LPO presents regional results and updated maps and matrices of outcomes and CEPF investments to be collated by Doğa Derneği across the hotspot.

(CEPF rev.3)

Summary Budget

Project Title: Mediterranean Regional Implementation Team: Administrative Functions

Organization: Doğa Derneği

Application Code: 59821

This is a summary page of your budget. To complete your budget enter each individual output, by clicking on the appropriate link, where you will find a detailed budget worksheet. Complete each individual worksheet and the information entered will automatically populate the summary tables provided here.

Summary Budget

Description	2011	2012	2013	2014	2015	2016	Total
SUBTOTAL:	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Indirect Cost (cannot exceed 13% of subtotal): 0.00

Comments:

Project Total: 0.00

Summary Budget by Cost Category

Cost Category	2011	2012	2013	2014	2015	2016	Total
Salaries/Benefits	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Professional Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rent and Storage	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Telecommunications	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Postage and Delivery	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Furniture and Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Meetings and Special Events	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Sub-Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
				Indirect Cost (cannot exceed 13% of subtotal):	0.00		
						Project Total:	0.00

(CEPF rev.3)

Budget Worksheet

Project Title: Mediterranean Regional Implementation Team: Administrative Functions

Organization: Doğa Derneği

Application Code: 59821

Salaries/Benefits	2011	2012	2013	2014	2015	2016
Full Time Employee #1						
Full Time Employee #2						
Full Time Employee #3						
Part Time Employee #1						
Comments						

Professional Services	2011	2012	2013	2014	2015	2016
1099 (U.S. Consultants)						
Non-U.S. Consultants						
Audit Fees						
Legal Services						
Other Professional Services						
Printing Services						
Comments						

Rent and Storage	2011	2012	2013	2014	2015	2016
Rent						
Storage						
Comments						

Telecommunications	2011	2012	2013	2014	2015	2016
Voice						
Data						
Comments						

Postage and Delivery	2011	2012	2013	2014	2015	2016
Postage and Delivery						
Comments						
Supplies	2011	2012	2013	2014	2015	2016
Office Supplies						
Field Supplies						
Software						
Books and Subscriptions						
Hardware/Computer Supplies						
Comments						
Furniture and Equipment	2011	2012	2013	2014	2015	2016
Furniture and Equipment <\$5000						
Furniture and Equipment >\$5000						
Construction Materials						
Infrastructure						
Vehicles						
Comments						
Maintenance	2011	2012	2013	2014	2015	2016
Furniture/Equipment Maintenance						
Vehicle Maintenance						
Software Maintenance						
Comments						
Travel	2011	2012	2013	2014	2015	2016
Lodging, Meals, and Incidentals						
Travel Insurance						
Airfare						
Local Transportation						
Fuel						
Comments						
Meetings and Special Events	2011	2012	2013	2014	2015	2016
Meetings and Special Events						
Training						

Comments

	Miscellaneous	2011	2012	2013	2014	2015	2016
Miscellaneous							
Liability Insurance							
Gain/Loss on Exchange							
Taxes and Licenses							
Comments							

	Sub-Grants	2011	2012	2013	2014	2015	2016
Sub-Grants							
Comments							

	2011	2012	2013	2014	2015	2016
SUBTOTAL	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	0.00					

(CEPF rev.3)

Performance Tracking Worksheet

Project Title: Mediterranean Regional Implementation Team: Administrative Functions

Organization: Doğa Derneği

Application Code: 59821

Performance Period: 2011

Long-term Impacts (3+ Years)

Sustained and effective conservation of coastal areas, river basins, and other priority natural ecosystems, supported by the civil society in the Mediterranean Basin Biodiversity Hotspot, as a contribution to global biodiversity conservation and improved livelihoods of people dependent upon natural resources.

Short-term Impacts (1-3 Years)

A CEPF investment carried out in the Mediterranean Basin Biodiversity Hotspot that realises the vision set out in the Ecosystem Profile, specifically: 1. The Regional Implementation Team (RIT) becomes a key actor and leverages nature conservation in the Mediterranean Basin. 2. A project portfolio that adequately represents the strategic directions and priority regions of the Ecosystem Profile for the Mediterranean becomes operational. 3. Conservation efforts initiated and developed at priority Key Biodiversity Areas and corridors.

Components	January-March	April-June	July-September	October-December
Component 1. Operationalize the Regional Implementation Team (RIT).				
Product/Deliverable 1.1. Appropriately qualified staff				RIT Manager, Communications Officer and Finance and Administrative

recruited within 30 days and trained within three months of start of project.

Manager recruited.

Product/Deliverable 1.2.

DD office and management/procedures mobilized to implement grant within 30 days of start of project.

Computer and office equipment and supplies purchased.

Product/Deliverable 1.3.

Support CEPF Secretariat to secure focal point endorsements for selected countries.

Product/Deliverable 1.4.

Financial reports and RIT performance reports submitted to CEPF in required formats and according to the schedule specified in the contract.

Product/Deliverable 1.5.

Mid-term and final RIT audits conducted.

Component 2.

Establish and coordinate a process for proposal solicitation and review.

Product/Deliverable 2.1.

Calls for Lols issued and deadlines for submission set at least annually.

Product/Deliverable 2.2.

Technical review of all large grant LOIs conducted internally and by external parties as appropriate, within 8 weeks of close date of call for LOIs.

Product/Deliverable 2.3.

Feedback on large grant Lols provided to CEPF Grant Director within two weeks from the

completion of the technical review.

Product/Deliverable

2.4.

Support applicants to finalize grant applications for submission to CEPF, on rolling basis.

Product/Deliverable

2.5.

Technical review and strategic evaluation forms prepared; and initial justifications made for all large grants and submitted to the CEPF Secretariat.

Component 3.

Manage a program of small grants; that is, grants of less than \$20,000.

Product/Deliverable

3.1.

Technical review of all small grant Lols conducted internally and externally, as appropriate, within four weeks of submission.

Product/Deliverable

3.2.

Feedback on small grant Lols provided by DD to all applicants within six weeks of each submission.

Product/Deliverable

3.3.

Risk assessments for each small grant made by DD.

Product/Deliverable

3.4.

Legally binding, locally enforceable grant agreements made per small grant.

Product/Deliverable

3.5.

Regular technical and financial progress reports of grantees (based on length of the project).

Product/Deliverable

3.6.

Funds allocated for each small grant disbursed upon the conditions in project contracts.

Product/Deliverable

3.7.

Successful small grant proposal documentation submitted to the CEPF Secretariat within one month of grants being contracted.

Component 4.

Monitor and evaluate CEPF investments at project and portfolio levels.

Product/Deliverable

4.1.

Civil Society Tracking Tool provided to all CEPF grantees for completion at appropriate intervals during their projects.

Product/Deliverable

4.2.

All CEPF grantees report on progress against targets set out in their individual project outlines/logframes and the overall investment strategy logframe at least annually over course of project (more frequently for higher risk grantees).

Product/Deliverable

4.3.

Management Effectiveness Tracking Tools Strategic Program 1 for protected areas and Strategic Program 2 for production landscapes completed at the start, middle and end of the project.

Product/Deliverable

4.4.

All programmatic and financial reports reviewed within two weeks of receipt, and CEPF

Secretariat informed of any potential problems or requested modifications to large grant project design.

Product/Deliverable

4.5.

At least one visit made to every large grantee over course of project, and visits made to small grantees where necessary, to review implementation and evaluate any requested modifications to project design.

Product/Deliverable

4.6.

Mediterranean Hotspot Regional Advisory Group meetings held annually to provide review and feedback on implementation and portfolio development.

Product/Deliverable

4.7.

A coherent project portfolio that adequately represents all investment priorities and covers all priority corridors by end of project.

Product/Deliverable

4.8.

Mid-term assessment of investment portfolio conducted by end of third year of project.

Product/Deliverable

4.9.

Final assessment of investment portfolio conducted by end of project.

Component 5.

Implementation of CEPF program in the Middle East (Subgrant to BirdLife International).

Product/Deliverable

5.1.

Appropriately qualified staff

Sub-contract made to BidLife.

recruited within 30 days and trained within three months of start of project.

Product/Deliverable

5.2.

Establish office, policies, procedures and systems for grant solicitation, review and monitoring.

Product/Deliverable

5.3.

Support DD to achieve performance targets in Components 2, 3 and 4.

Product/Deliverable

5.4.

Support DD to collect monitoring data from all grantees in the Middle East at the project level (every 6 months) and at the portfolio level (annually).

Product/Deliverable

5.5.

Prepare semestral technical reports and quarterly financial reports for submission to DD and CEPF Secretariat.

Component 6.

Implementation of the CEPF program in North Africa (Subgrant to LPO).

Product/Deliverable

6.1.

Appropriately qualified staff recruited within 30 days and trained within three months of start of project.

Subcontract made to LPO.

Product/Deliverable

6.2.

Establish office, policies, procedures and systems for grant solicitation, review and monitoring.

Product/Deliverable

6.3.

Support DD to

achieve performance targets in Components 2, 3 and 4.

Product/Deliverable

6.4.

Support DD to collect monitoring data from all grantees in North Africa at the project level (every 6 months) and at the portfolio level (annually).

Product/Deliverable

6.5.

Prepare semestral technical reports and quarterly financial reports for submission to DD and CEPF Secretariat.

Comments

Record your comments here.

(CEPF rev.3)

Performance Tracking Worksheet

Project Title: Mediterranean Regional Implementation Team: Administrative Functions

Organization: Doğa Derneği

Application Code: 59821

Performance Period: 2012

Long-term Impacts (3+ Years)

Sustained and effective conservation of coastal areas, river basins, and other priority natural ecosystems, supported by the civil society in the Mediterranean Basin Biodiversity Hotspot, as a contribution to global biodiversity conservation and improved livelihoods of people dependent upon natural resources.

Short-term Impacts (1-3 Years)

A CEPF investment carried out in the Mediterranean Basin Biodiversity Hotspot that realises the vision set out in the Ecosystem Profile, specifically: 1. The Regional Implementation Team (RIT) becomes a key actor and leverages nature conservation in the Mediterranean Basin. 2. A project portfolio that adequately represents the strategic directions and priority regions of the Ecosystem Profile for the Mediterranean becomes operational. 3. Conservation efforts initiated and developed at priority Key Biodiversity Areas and corridors.

Components

January-March

April-June

July-September

October-December

Component 1.

Operationalize the Regional Implementation Team (RIT).

Product/Deliverable 1.1. All staff hired and trained.
Appropriately qualified staff recruited within 30 days and trained within three months of start of project.

Product/Deliverable 1.2. Project management and accounting procedures introduced.
DD office and management/procedures mobilized to implement grant within 30 days of start of project.

Product/Deliverable 1.3. GEF focal point endorsements secured for Algeria, Jordan, Morocco, Turkey, Cape Verde, Tunisia, Syria, Lebanon, Croatia and Herzegovina.
Support CEPF Secretariat to secure focal point endorsements for selected countries.
Attempts will continue throughout the project to secure GEF focal point endorsements for Libya if the conflict there subsides.

Product/Deliverable 1.4. Financial reports and RIT performance reports submitted to CEPF in required formats and according to the schedule specified in the contract.

Financial and performance reports submitted to CEPF.

Product/Deliverable 1.5. Mid-term and final RIT audits conducted.

Component 2.

Establish and coordinate a process for proposal solicitation and review.

Product/Deliverable 2.1. Call for Lols issued in national press and on websites, and deadlines for submission set at least annually.
Calls for Lols issued and deadlines for submission set at least annually.

Call for Lols issued in national press and on websites, and deadlines for submission set.

Product/Deliverable 2.2. Technical review of all large grant LOIs conducted internally and by external parties as appropriate, within 8 weeks of close date of call for LOIs.

Product/Deliverable

Justification memos

2.3.

Feedback on large grant Lols provided to CEPF Grant Director within two weeks from the completion of the technical review.

prepared for all large grants submitted and submitted to the CEPF Secretariat.

Product/Deliverable**2.4.**

Support applicants to finalize grant applications for submission to CEPF, on rolling basis.

Product/Deliverable**2.5.**

Technical review and strategic evaluation forms prepared; and initial justifications made for all large grants and submitted to the CEPF Secretariat.

Contracts of large grants.

Component 3.

Manage a program of small grants; that is, grants of less than \$20,000.

Product/Deliverable**3.1.**

Technical review of all small grant Lols conducted internally and externally, as appropriate, within four weeks of submission.

Product/Deliverable**3.2.**

Feedback on small grant Lols provided by DD to all applicants within six weeks of each submission.

Feedback given to all applicants.

Feedback given to all applicants.

Product/Deliverable**3.3.**

Risk assessments for each small grant made by DD.

Product/Deliverable**3.4.**

Legally binding, locally enforceable grant agreements made per small grant.

Product/Deliverable**3.5.**

Regular technical and financial

Reports of all grantees.

Reports of all grantees.

progress reports of grantees (based on length of the project).

Product/Deliverable 3.6.

Funds allocated for each small grant disbursed upon the conditions in project contracts.

Product/Deliverable 3.7.

Successful small grant proposal documentation submitted to the CEPF Secretariat within one month of grants being contracted.

Successful small grant proposals announced, contracting completed and documentation submitted to CEPF Secretariat.

Successful small grant proposals announced, contracting completed and documentation submitted to CEPF Secretariat.

Component 4.

Monitor and evaluate CEPF investments at project and portfolio levels.

Product/Deliverable 4.1.

Civil Society Tracking Tool provided to all CEPF grantees for completion at appropriate intervals during their projects.

Product/Deliverable 4.2.

All CEPF grantees report on progress against targets set out in their individual project outlines/logframes and the overall investment strategy logframe at least annually over course of project (more frequently for higher risk grantees).

All programmatic and financial reports received during previous 12 months reviewed within one month of receipt.

Product/Deliverable 4.3.

Management Effectiveness Tracking Tools Strategic Program 1 for protected areas and Strategic Program 2 for production landscapes completed at the start, middle and end of the project.

Management Effectiveness Tracking Tool used by each grantee.

Management Effectiveness Tracking Tool used by each grantee.

Product/Deliverable

4.4.

All programmatic and financial reports reviewed within two weeks of receipt, and CEPF Secretariat informed of any potential problems or requested modifications to large grant project design.

Product/Deliverable 4.5.

At least one visit made to every large grantee over course of project, and visits made to small grantees where necessary, to review implementation and evaluate any requested modifications to project design.

At least two visits to grantees.

At least two visits to grantees.

Product/Deliverable 4.6.

Mediterranean Hotspot Regional Advisory Group meetings held annually to provide review and feedback on implementation and portfolio development.

Mediterranean Hotspot Advisory Group meeting held.

Product/Deliverable 4.7.

A coherent project portfolio that adequately represents all investment priorities and covers all priority corridors by end of project.

Investment matrices and maps updated.

Investment matrices and maps updated.

Product/Deliverable 4.8.

Mid-term assessment of investment portfolio conducted by end of third year of project.

Product/Deliverable 4.9.

Final assessment of investment portfolio conducted by end of project.

Component 5.

Implementation of CEPF program in the Middle East (Subgrant to BirdLife International).

Product/Deliverable 5.1. Staff hired and trained.

Appropriately qualified staff recruited within 30 days and trained within three months of start of project.

Product/Deliverable 5.2. Office established. Project management and accounting procedures introduced.

Establish office, policies, procedures and systems for grant solicitation, review and monitoring.

Product/Deliverable 5.3.

Support DD to achieve performance targets in Components 2, 3 and 4.

Product/Deliverable 5.4.

Support DD to collect monitoring data from all grantees in the Middle East at the project level (every 6 months) and at the portfolio level (annually).

Reports of regional grantees submitted to Doga Dernegi.

Product/Deliverable 5.5. Financial report submitted.

Prepare semestral technical reports and quarterly financial reports for submission to DD and CEPF Secretariat.

Financial and semestral report submitted.

Financial report submitted.

Financial and semestral report submitted.

Component 6.

Implementation of the CEPF program in North Africa (Subgrant to LPO).

Product/Deliverable 6.1. Staff hired and trained.

Appropriately qualified staff recruited within 30 days and trained within three months of start of project.

Product/Deliverable 6.2. Office established. Project management and accounting procedures introduced.

Establish office, policies, procedures and systems for grant solicitation,

review and monitoring.

Product/Deliverable

6.3.

Support DD to achieve performance targets in Components 2, 3 and 4.

Product/Deliverable

6.4.

Support DD to collect monitoring data from all grantees in North Africa at the project level (every 6 months) and at the portfolio level (annually).

Reports of regional grantees submitted to Doga Derneği.

Product/Deliverable
6.5.

Prepare semestral technical reports and quarterly financial reports for submission to DD and CEPF Secretariat.

Financial report submitted.

Financial and semestral report submitted.

Financial report submitted.

Financial and semestral report submitted.

Comments

Record your comments here.

Civil conflict in North Africa and the Middle East means that some GEF focal point approvals may ultimately prove more difficult to obtain than originally planned. Nonetheless, with the exception of Libya, ambitious goals are set - on the understanding that they may ultimately not be achieved.

(CEPF rev.3)

Performance Tracking Worksheet

Project Title: Mediterranean Regional Implementation Team: Administrative Functions

Organization: Doğa Derneği

Application Code: 59821

Performance Period: 2013

Long-term Impacts (3+ Years)

Sustained and effective conservation of coastal areas, river basins, and other priority natural ecosystems, supported by the civil society in the Mediterranean Basin Biodiversity Hotspot, as a contribution to global biodiversity conservation and improved livelihoods of people dependent upon natural resources.

Short-term Impacts (1-3 Years)

A CEPF investment carried out in the Mediterranean Basin Biodiversity Hotspot that realises the vision set out in the Ecosystem Profile, specifically: 1. The Regional Implementation Team (RIT) becomes a key actor and leverages nature conservation in the Mediterranean Basin. 2. A project portfolio that adequately represents the strategic directions and priority regions of the Ecosystem Profile for the Mediterranean becomes operational. 3. Conservation efforts initiated and developed at priority Key Biodiversity Areas and corridors.

Components	January-March	April-June	July-September	October-December
Component 1. Operationalize the Regional Implementation Team (RIT).				
Product/Deliverable 1.1. Appropriately qualified staff recruited within 30 days and trained within three months of start of project.				
Product/Deliverable 1.2. DD office and management/ procedures mobilized to implement grant within 30 days of start of project.				
Product/Deliverable 1.3. Support CEPF Secretariat to secure focal point endorsements for selected countries.				
Product/Deliverable 1.4. Financial reports and RIT performance reports submitted to CEPF in required formats and according to the schedule specified in the contract.				
Product/Deliverable 1.5. Mid-term and final RIT audits conducted.				
Component 2. Establish and coordinate a process for proposal solicitation and review.				
Product/Deliverable 2.1. Calls for Lols issued and deadlines for submission set at least annually.				
Product/Deliverable 2.2. Technical review of all large grant LOIs conducted internally and by external parties as				
				Financial and performance reports submitted to CEPF.
		Call for Lols issued in national press and on websites, and deadlines for submission set.		

appropriate, within 8 weeks of close date of call for LOIs.

Product/Deliverable 2.3.

Feedback on large grant LOIs provided to CEPF Grant Director within two weeks from the completion of the technical review.

Justification memos prepared for all large grants submitted during second year, and submitted to the CEPF Secretariat.

Justification memos prepared for all large grants submitted during second year, and submitted to the CEPF Secretariat.

Product/Deliverable 2.4.

Support applicants to finalize grant applications for submission to CEPF, on rolling basis.

Product/Deliverable 2.5.

Technical review and strategic evaluation forms prepared; and initial justifications made for all large grants and submitted to the CEPF Secretariat.

Contracts of large grants.

Contracts of large grants.

Component 3.

Manage a program of small grants; that is, grants of less than \$20,000.

Product/Deliverable 3.1.

Technical review of all small grant LOIs conducted internally and externally, as appropriate, within four weeks of submission.

Product/Deliverable 3.2.

Feedback on small grant LOIs provided by DD to all applicants within six weeks of each submission.

Feedback given to all applicants.

Feedback given to all applicants.

Product/Deliverable 3.3.

Risk assessments for each small grant made by DD.

Product/Deliverable 3.4.

Legally binding, locally enforceable grant agreements made per small grant.

Product/Deliverable**3.5.**

Regular technical and financial progress reports of grantees (based on length of the project).

Reports of all grantees.

Reports of all grantees.

Product/Deliverable**3.6.**

Funds allocated for each small grant disbursed upon the conditions in project contracts.

Product/Deliverable**3.7.**

Successful small grant proposal documentation submitted to the CEPF Secretariat within one month of grants being contracted.

Successful small grant proposals: contracting completed and documentation submitted to CEPF Secretariat.

Successful small grant proposals announced, contracting completed and documentation submitted to CEPF Secretariat.

Component 4.

Monitor and evaluate CEPF investments at project and portfolio levels.

Product/Deliverable**4.1.**

Civil Society Tracking Tool provided to all CEPF grantees for completion at appropriate intervals during their projects.

Product/Deliverable**4.2.**

All CEPF grantees report on progress against targets set out in their individual project outlines/logframes and the overall investment strategy logframe at least annually over course of project (more frequently for higher risk grantees).

All programmatic and financial reports received during previous 12 months reviewed within one month of receipt.

Product/Deliverable**4.3.**

Management Effectiveness Tracking Tools Strategic Program 1 for protected areas and Strategic Program 2 for production landscapes completed at the

Management Effectiveness Tracking Tool used by each grantee.

Management Effectiveness Tracking Tool used by each grantee.

start, middle and end of the project.

Product/Deliverable 4.4.

All programmatic and financial reports reviewed within two weeks of receipt, and CEPF Secretariat informed of any potential problems or requested modifications to large grant project design.

Product/Deliverable 4.5.

At least one visit made to every large grantee over course of project, and visits made to small grantees where necessary, to review implementation and evaluate any requested modifications to project design.

At least two visits to grantees.

At least two visits to grantees.

Product/Deliverable 4.6.

Mediterranean Hotspot Regional Advisory Group meetings held annually to provide review and feedback on implementation and portfolio development.

Mediterranean Hotspot Advisory Group meeting held.

Product/Deliverable 4.7.

A coherent project portfolio that adequately represents all investment priorities and covers all priority corridors by end of project.

Investment matrices and maps updated.

Investment matrices and maps updated.

Product/Deliverable 4.8.

Mid-term assessment of investment portfolio conducted by end of third year of project.

Product/Deliverable 4.9.

Final assessment of investment portfolio

conducted by end of project.

Component 5.

Implementation of CEPF program in the Middle East (Subgrant to BirdLife International).

Product/Deliverable

5.1.

Appropriately qualified staff recruited within 30 days and trained within three months of start of project.

Product/Deliverable

5.2.

Establish office, policies, procedures and systems for grant solicitation, review and monitoring.

Product/Deliverable

5.3.

Support DD to achieve performance targets in Components 2, 3 and 4.

Product/Deliverable

5.4.

Support DD to collect monitoring data from all grantees in the Middle East at the project level (every 6 months) and at the portfolio level (annually).

Reports of regional grantees submitted to Doga Dernegi.

Product/Deliverable
5.5.

Prepare semestral technical reports and quarterly financial reports for submission to DD and CEPF Secretariat.

Financial report submitted.

Financial and semestral report submitted.

Financial report submitted.

Financial and semestral report submitted.

Component 6.

Implementation of the CEPF program in North Africa (Subgrant to LPO).

Product/Deliverable

6.1.

Appropriately qualified staff recruited within 30 days and trained within three months of start of project.

Product/Deliverable

6.2.

Establish office, policies, procedures and systems for grant solicitation, review and monitoring.

Product/Deliverable

6.3.

Support DD to achieve performance targets in Components 2, 3 and 4.

Product/Deliverable

6.4.

Support DD to collect monitoring data from all grantees in North Africa at the project level (every 6 months) and at the portfolio level (annually).

Reports of regional grantees submitted to Doga Derneği.

Product/Deliverable
6.5.

Prepare semestral technical reports and quarterly financial reports for submission to DD and CEPF Secretariat.

Financial report submitted.

Financial and semestral report submitted.

Financial report submitted.

Financial and semestral report submitted.

Comments

Record your comments here.

(CEPF rev.3)

Performance Tracking Worksheet

Project Title: Mediterranean Regional Implementation Team: Administrative Functions

Organization: Doğa Derneği

Application Code: 59821

Performance Period: 2014

Long-term Impacts (3+ Years)

Sustained and effective conservation of coastal areas, river basins, and other priority natural ecosystems, supported by the civil society in the Mediterranean Basin Biodiversity Hotspot, as a contribution to global biodiversity conservation and improved livelihoods of people dependent upon natural resources.

Short-term Impacts (1-3 Years)

A CEPF investment carried out in the Mediterranean Basin Biodiversity Hotspot that realises the vision set out in the Ecosystem Profile, specifically: 1. The Regional Implementation Team (RIT) becomes a key actor and leverages nature conservation in the Mediterranean Basin. 2. A project portfolio that adequately represents the

strategic directions and priority regions of the Ecosystem Profile for the Mediterranean becomes operational. 3. Conservation efforts initiated and developed at priority Key Biodiversity Areas and corridors.

Components	January-March	April-June	July-September	October-December
Component 1. Operationalize the Regional Implementation Team (RIT).				
Product/Deliverable				
1.1. Appropriately qualified staff recruited within 30 days and trained within three months of start of project.				
Product/Deliverable				
1.2. DD office and management/ procedures mobilized to implement grant within 30 days of start of project.				
Product/Deliverable				
1.3. Support CEPF Secretariat to secure focal point endorsements for selected countries.				
Product/Deliverable				
1.4. Financial reports and RIT performance reports submitted to CEPF in required formats and according to the schedule specified in the contract.				
Product/Deliverable				
1.5. Mid-term and final RIT audits conducted.				
RIT project mid-term audit for calendar years 2012 - 2013 conducted and submitted to CEPF				
Financial and performance reports submitted to CEPF.				
Component 2. Establish and coordinate a process for proposal solicitation and review.				
Product/Deliverable				
2.1. Calls for Lols issued and deadlines for submission set at least annually.				
Call for Lols issued in national press and on websites, and deadlines for submission set.				
Product/Deliverable				
2.2. Technical review of all large grant LOIs				

conducted internally and by external parties as appropriate, within 8 weeks of close date of call for LOIs.

Product/Deliverable 2.3.

Feedback on large grant LOIs provided to CEPF Grant Director within two weeks from the completion of the technical review.

Justification memos prepared for all large grants submitted and submitted to the CEPF Secretariat.

Product/Deliverable 2.4.

Support applicants to finalize grant applications for submission to CEPF, on rolling basis.

Product/Deliverable 2.5.

Technical review and strategic evaluation forms prepared; and initial justifications made for all large grants and submitted to the CEPF Secretariat.

Contracts of large grants.

Component 3.

Manage a program of small grants; that is, grants of less than \$20,000.

Product/Deliverable 3.1.

Technical review of all small grant LOIs conducted internally and externally, as appropriate, within four weeks of submission.

Product/Deliverable 3.2.

Feedback on small grant LOIs provided by DD to all applicants within six weeks of each submission.

Feedback given to all applicants.

Product/Deliverable 3.3.

Risk assessments for each small grant made by DD.

Product/Deliverable 3.4.

Legally binding, locally enforceable

grant agreements made per small grant.

Product/Deliverable 3.5.

Regular technical and financial progress reports of grantees (based on length of the project).

Reports of all grantees.

Reports of all grantees.

Product/Deliverable 3.6.

Funds allocated for each small grant disbursed upon the conditions in project contracts.

Product/Deliverable 3.7.

Successful small grant proposal documentation submitted to the CEPF Secretariat within one month of grants being contracted.

Successful small grant proposals announced, contracting completed and documentation submitted to CEPF Secretariat.

Successful small grant proposals announced, contracting completed and documentation submitted to CEPF Secretariat.

Component 4.

Monitor and evaluate CEPF investments at project and portfolio levels.

Product/Deliverable 4.1.

Civil Society Tracking Tool provided to all CEPF grantees for completion at appropriate intervals during their projects.

Product/Deliverable 4.2.

All CEPF grantees report on progress against targets set out in their individual project outlines/logframes and the overall investment strategy logframe at least annually over course of project (more frequently for higher risk grantees).

All programmatic and financial reports received during previous 12 months reviewed within one month of receipt.

Product/Deliverable 4.3.

Management Effectiveness Tracking Tools Strategic Program 1 for protected areas and Strategic

Management Effectiveness Tracking Tool used by each grantee.

Management Effectiveness Tracking Tool used by each grantee.

Program 2 for production landscapes completed at the start, middle and end of the project.

Product/Deliverable 4.4.

All programmatic and financial reports reviewed within two weeks of receipt, and CEPF Secretariat informed of any potential problems or requested modifications to large grant project design.

Product/Deliverable 4.5.

At least one visit made to every large grantee over course of project, and visits made to small grantees where necessary, to review implementation and evaluate any requested modifications to project design.

At least two visits to grantees.

At least two visits to grantees.

Product/Deliverable 4.6.

Mediterranean Hotspot Regional Advisory Group meetings held annually to provide review and feedback on implementation and portfolio development.

Mediterranean Hotspot Advisory Group meeting held.

Product/Deliverable 4.7.

A coherent project portfolio that adequately represents all investment priorities and covers all priority corridors by end of project.

Investment matrices and maps updated.

Investment matrices and maps updated.

Product/Deliverable 4.8.

Mid-term assessment of investment portfolio conducted by end of third year of project.

Mid-term assessment.

Product/Deliverable**4.9.**

Final assessment of investment portfolio conducted by end of project.

Component 5.

Implementation of CEPF program in the Middle East (Subgrant to BirdLife International).

Product/Deliverable**5.1.**

Appropriately qualified staff recruited within 30 days and trained within three months of start of project.

Product/Deliverable**5.2.**

Establish office, policies, procedures and systems for grant solicitation, review and monitoring.

Product/Deliverable**5.3.**

Support DD to achieve performance targets in Components 2, 3 and 4.

Product/Deliverable**5.4.**

Support DD to collect monitoring data from all grantees in the Middle East at the project level (every 6 months) and at the portfolio level (annually).

Reports of regional grantees submitted to Doga Dernegi.

Product/Deliverable 5.5.

Prepare semestral technical reports and quarterly financial reports for submission to DD and CEPF Secretariat.

Financial report submitted.

Financial and semestral report submitted.

Financial report submitted.

Financial and semestral report submitted.

Component 6.

Implementation of the CEPF program in North Africa (Subgrant to LPO).

Product/Deliverable**6.1.**

Appropriately qualified staff recruited within 30 days and trained within three months

of start of project.

**Product/Deliverable
6.2.**

Establish office, policies, procedures and systems for grant solicitation, review and monitoring.

**Product/Deliverable
6.3.**

Support DD to achieve performance targets in Components 2, 3 and 4.

**Product/Deliverable
6.4.**

Support DD to collect monitoring data from all grantees in North Africa at the project level (every 6 months) and at the portfolio level (annually).

Reports of regional grantees submitted to Doga Dernegi.

**Product/Deliverable
6.5.**

Prepare semestral technical reports and quarterly financial reports for submission to DD and CEPF Secretariat.

Financial report submitted.

Financial and semestral report submitted.

Financial report submitted.

Financial and semestral report submitted.

Comments

Record your comments here.

(CEPF rev.3)

Performance Tracking Worksheet

Project Title: Mediterranean Regional Implementation Team: Administrative Functions

Organization: Doğa Derneği

Application Code: 59821

Performance Period: 2015

Long-term Impacts (3+ Years)

Sustained and effective conservation of coastal areas, river basins, and other priority natural ecosystems, supported by the civil society in the Mediterranean Basin Biodiversity Hotspot, as a contribution to global biodiversity conservation and improved livelihoods of people dependent upon natural resources.

Short-term Impacts (1-3 Years)

A CEPF investment carried out in the Mediterranean Basin Biodiversity Hotspot that realises the vision set out in the Ecosystem Profile, specifically: 1. The Regional Implementation Team (RIT) becomes a key actor and leverages nature conservation in the Mediterranean Basin. 2. A project portfolio that adequately represents the strategic directions and priority regions of the Ecosystem Profile for the Mediterranean becomes operational. 3. Conservation efforts initiated and developed at priority Key Biodiversity Areas and corridors.

Components	January-March	April-June	July-September	October-December
Component 1.				
Operationalize the Regional Implementation Team (RIT).				
Product/Deliverable 1.1.				
Appropriately qualified staff recruited within 30 days and trained within three months of start of project.				
Product/Deliverable 1.2.				
DD office and management/ procedures mobilized to implement grant within 30 days of start of project.				
Product/Deliverable 1.3.				
Support CEPF Secretariat to secure focal point endorsements for selected countries.				
Product/Deliverable 1.4.				Financial report submitted to CEPF.
Financial reports and RIT performance reports submitted to CEPF in required formats and according to the schedule specified in the contract.				
Product/Deliverable 1.5.				
Mid-term and final RIT audits conducted.				
Component 2.				
Establish and coordinate a process for proposal solicitation and review.				
Product/Deliverable 2.1.				
Calls for Lols issued and deadlines for submission set at least annually.				
Product/Deliverable 2.2.				

Technical review of all large grant LOIs conducted internally and by external parties as appropriate, within 8 weeks of close date of call for LOIs.

Product/Deliverable 2.3.

Feedback on large grant Lols provided to CEPF Grant Director within two weeks from the completion of the technical review.

Product/Deliverable 2.4.

Support applicants to finalize grant applications for submission to CEPF, on rolling basis.

Product/Deliverable 2.5.

Technical review and strategic evaluation forms prepared; and initial justifications made for all large grants and submitted to the CEPF Secretariat.

Component 3.

Manage a program of small grants; that is, grants of less than \$20,000.

Product/Deliverable 3.1.

Technical review of all small grant Lols conducted internally and externally, as appropriate, within four weeks of submission.

Product/Deliverable 3.2.

Feedback on small grant Lols provided by DD to all applicants within six weeks of each submission.

Product/Deliverable 3.3.

Risk assessments for each small grant made by DD.

Product/Deliverable 3.4.

Legally binding,
locally enforceable
grant agreements
made per small
grant.

Product/Deliverable

3.5.
Regular technical
and financial
progress reports of
grantees (based on
length of the project).

Reports of all
grantees.

Product/Deliverable

3.6.
Funds allocated for
each small grant
disbursed upon the
conditions in project
contracts.

Product/Deliverable

3.7.
Successful small
grant proposal
documentation
submitted to the
CEPF Secretariat
within one month of
grants being
contracted.

Component 4.

Monitor and evaluate CEPF investments at project and portfolio levels.

Product/Deliverable

4.1.
Civil Society
Tracking Tool
provided to all CEPF
grantees for
completion at
appropriate intervals
during their projects.

Product/Deliverable

4.2.
All CEPF grantees
report on progress
against targets set
out in their individual
project
outlines/logframes
and the overall
investment strategy
logframe at least
annually over course
of project (more
frequently for higher
risk grantees).

All programmatic
and financial reports
received during
previous 12 months
reviewed within one
month of receipt.

Product/Deliverable

4.3.
Management
Effectiveness
Tracking Tools
Strategic Program 1

Management
Effectiveness
Tracking Tool used
by each grantee.

for protected areas and Strategic Program 2 for production landscapes completed at the start, middle and end of the project.

Product/Deliverable 4.4.

All programmatic and financial reports reviewed within two weeks of receipt, and CEPF Secretariat informed of any potential problems or requested modifications to large grant project design.

Product/Deliverable 4.5.

At least one visit made to every large grantee over course of project, and visits made to small grantees where necessary, to review implementation and evaluate any requested modifications to project design.

At least two visits to grantees.

At least two visits to grantees.

Product/Deliverable 4.6.

Mediterranean Hotspot Regional Advisory Group meetings held annually to provide review and feedback on implementation and portfolio development.

Mediterranean Hotspot Advisory Group meeting held.

Product/Deliverable 4.7.

A coherent project portfolio that adequately represents all investment priorities and covers all priority corridors by end of project.

Product/Deliverable 4.8.

Mid-term assessment of investment portfolio conducted by end of

third year of project.

**Product/Deliverable
4.9.**

Final assessment of investment portfolio conducted by end of project.

Component 5.

Implementation of CEPF program in the Middle East (Subgrant to BirdLife International).

Product/Deliverable

5.1.

Appropriately qualified staff recruited within 30 days and trained within three months of start of project.

Product/Deliverable

5.2.

Establish office, policies, procedures and systems for grant solicitation, review and monitoring.

Product/Deliverable

5.3.

Support DD to achieve performance targets in Components 2, 3 and 4.

Product/Deliverable

5.4.

Support DD to collect monitoring data from all grantees in the Middle East at the project level (every 6 months) and at the portfolio level (annually).

Reports of regional grantees submitted to Doga Dernegi.

**Product/Deliverable
5.5.**

Prepare semestral technical reports and quarterly financial reports for submission to DD and CEPF Secretariat.

Financial report submitted.

Financial and semestral report submitted.

Final report submitted.

Component 6.

Implementation of the CEPF program in North Africa (Subgrant to LPO).

Product/Deliverable

6.1.

Appropriately qualified staff recruited within 30

days and trained within three months of start of project.

Product/Deliverable

6.2.

Establish office, policies, procedures and systems for grant solicitation, review and monitoring.

Product/Deliverable

6.3.

Support DD to achieve performance targets in Components 2, 3 and 4.

Product/Deliverable

6.4.

Support DD to collect monitoring data from all grantees in North Africa at the project level (every 6 months) and at the portfolio level (annually).

Reports of regional grantees submitted to Doga Derneği.

Product/Deliverable

6.5.

Prepare semestral technical reports and quarterly financial reports for submission to DD and CEPF Secretariat.

Financial report submitted.

Financial and semestral report submitted.

Final report submitted.

Comments

Record your comments here.

(CEPF rev.3)

Performance Tracking Worksheet

Project Title: Mediterranean Regional Implementation Team: Administrative Functions

Organization: Doğa Derneği

Application Code: 59821

Performance Period: 2016

Long-term Impacts (3+ Years)

Sustained and effective conservation of coastal areas, river basins, and other priority natural ecosystems, supported by the civil society in the Mediterranean Basin Biodiversity Hotspot, as a contribution to global biodiversity conservation and improved livelihoods of people dependent upon natural resources.

Short-term Impacts (1-3 Years)

A CEPF investment carried out in the Mediterranean Basin Biodiversity Hotspot that realises the vision set out in the Ecosystem Profile, specifically: 1. The Regional Implementation Team (RIT) becomes a key actor and leverages nature conservation in the Mediterranean Basin. 2. A project portfolio that adequately represents the strategic directions and priority regions of the Ecosystem Profile for the Mediterranean becomes operational. 3. Conservation efforts initiated and developed at priority Key Biodiversity Areas and corridors.

Components	January-March	April-June	July-September	October-December
Component 1. Operationalize the Regional Implementation Team (RIT).				
Product/Deliverable				
1.1. Appropriately qualified staff recruited within 30 days and trained within three months of start of project.				
Product/Deliverable				
1.2. DD office and management/ procedures mobilized to implement grant within 30 days of start of project.				
Product/Deliverable				
1.3. Support CEPF Secretariat to secure focal point endorsements for selected countries.				
Product/Deliverable				
1.4. Financial reports and RIT performance reports submitted to CEPF in required formats and according to the schedule specified in the contract.				
Product/Deliverable				
1.5. Mid-term and final RIT audits conducted.				
Component 2. Establish and coordinate a process for proposal solicitation and review.				
Product/Deliverable				
2.1. Calls for Lols issued and deadlines for submission set at least annually.				

Product/Deliverable**2.2.**

Technical review of all large grant LOIs conducted internally and by external parties as appropriate, within 8 weeks of close date of call for LOIs.

Product/Deliverable**2.3.**

Feedback on large grant Lols provided to CEPF Grant Director within two weeks from the completion of the technical review.

Product/Deliverable**2.4.**

Support applicants to finalize grant applications for submission to CEPF, on rolling basis.

Product/Deliverable**2.5.**

Technical review and strategic evaluation forms prepared; and initial justifications made for all large grants and submitted to the CEPF Secretariat.

Component 3.

Manage a program of small grants; that is, grants of less than \$20,000.

Product/Deliverable**3.1.**

Technical review of all small grant Lols conducted internally and externally, as appropriate, within four weeks of submission.

Product/Deliverable**3.2.**

Feedback on small grant Lols provided by DD to all applicants within six weeks of each submission.

Product/Deliverable**3.3.**

Risk assessments for each small grant made by DD.

Product/Deliverable**3.4.**

Legally binding,
locally enforceable
grant agreements
made per small
grant.

Product/Deliverable**3.5.**

Regular technical
and financial
progress reports of
grantees (based on
length of the project).

Product/Deliverable**3.6.**

Funds allocated for
each small grant
disbursed upon the
conditions in project
contracts.

Product/Deliverable**3.7.**

Successful small
grant proposal
documentation
submitted to the
CEPF Secretariat
within one month of
grants being
contracted.

Component 4.

Monitor and evaluate CEPF investments at project and portfolio levels.

Product/Deliverable**4.1.**

Civil Society
Tracking Tool
provided to all CEPF
grantees for
completion at
appropriate intervals
during their projects.

Product/Deliverable**4.2.**

All CEPF grantees
report on progress
against targets set
out in their individual
project
outlines/logframes
and the overall
investment strategy
logframe at least
annually over course
of project (more
frequently for higher
risk grantees).

All programmatic
and financial reports
received during
previous 12 months
reviewed within one
month of receipt.

Product/Deliverable**4.3.**

Management
Effectiveness

Tracking Tools
Strategic Program 1
for protected areas
and Strategic
Program 2 for
production
landscapes
completed at the
start, middle and end
of the project.

**Product/Deliverable
4.4.**

All programmatic
and financial reports
reviewed within two
weeks of receipt,
and CEPF
Secretariat informed
of any potential
problems or
requested
modifications to
large grant project
design.

**Product/Deliverable
4.5.**

At least one visit
made to every large
grantee over course
of project, and visits
made to small
grantees where
necessary, to review
implementation and
evaluate any
requested
modifications to
project design.

**Product/Deliverable
4.6.**

Mediterranean
Hotspot Regional
Advisory Group
meetings held
annually to provide
review and feedback
on implementation
and portfolio
development.

Final assessment of
investment portfolio
and global
programme
facilitated.

**Product/Deliverable
4.7.**

A coherent project
portfolio that
adequately
represents all
investment priorities
and covers all
priority corridors by
end of project.

**Product/Deliverable
4.8.**

Mid-term
assessment of

investment portfolio
conducted by end of
third year of project.

Product/Deliverable Final assessment.

4.9.

Final assessment of
investment portfolio
conducted by end of
project.

Component 5.

Implementation of CEPF program in the Middle East (Subgrant to BirdLife International).

Product/Deliverable

5.1.

Appropriately
qualified staff
recruited within 30
days and trained
within three months
of start of project.

Product/Deliverable

5.2.

Establish office,
policies, procedures
and systems for
grant solicitation,
review and
monitoring.

Product/Deliverable

5.3.

Support DD to
achieve performance
targets in
Components 2, 3
and 4.

Product/Deliverable

5.4.

Support DD to
collect monitoring
data from all
grantees in the
Middle East at the
project level (every 6
months) and at the
portfolio level
(annually).

Product/Deliverable

5.5.

Prepare semestral
technical reports and
quarterly financial
reports for
submission to DD
and CEPF
Secretariat.

Component 6.

Implementation of the CEPF program in North Africa (Subgrant to LPO).

Product/Deliverable

6.1.

Appropriately

qualified staff recruited within 30 days and trained within three months of start of project.

Product/Deliverable

6.2.

Establish office, policies, procedures and systems for grant solicitation, review and monitoring.

Product/Deliverable

6.3.

Support DD to achieve performance targets in Components 2, 3 and 4.

Product/Deliverable

6.4.

Support DD to collect monitoring data from all grantees in North Africa at the project level (every 6 months) and at the portfolio level (annually).

Product/Deliverable

6.5.

Prepare semestral technical reports and quarterly financial reports for submission to DD and CEPF Secretariat.

Comments

Record your comments here.

(CEPF rev.3)

Budget Line	Doğa Derneği Admin						BirdLife International Middle East Division Admin						La Ligue pour la Protection des Oiseaux (LPO) Admin						Subtotal
	2011	2012	2013	2014	2015	2016	2011	2012	2013	2014	2015	2016	2011	2012	2013	2014	2015	2016	
1. Salaries/Benefits																			
RIT Manager	0.00	36,000.00	31,800.00	20,224.80	21,438.29	22,724.59													\$132,187.67
Small Grants Manager	0.00	48,000.00	50,880.00	53,932.80															\$152,812.80
Turkey and Balkan States Officer	0.00	0.00	0.00	0.00	0.00	0.00													\$0.00
Finance and Administrative Manager	3,400.00	40,800.00	43,248.00	45,842.88	48,593.45	12,877.26													\$194,761.60
Communication Officer	0.00	0.00	0.00	0.00	0.00	0.00													\$0.00
Subtotal (Salaries / Benefits)	3,400.00	124,800.00	125,928.00	120,000.48	70,031.74	35,601.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$479,762.07
2. Professional Services																			
Project Officer for the Middle East								15,900.00	16,854.00	17,865.24									\$50,619.24
Project Officer for North Africa													36,600.00	38,796.00	41,123.76				\$116,519.76
Senior Supervisor	6,000.00	12,000.00																	\$18,000.00
Senior Grant Management Advisor																			\$0.00
Implementation Advisor																			\$0.00
Audit Fees	0.00	0.00	4,000.00	0.00	0.00	4,764.06													\$8,764.06
Printing Services	0.00	200.00	212.00	224.72	238.20														\$874.92
Subtotal (Professional Services)	6,000.00	12,200.00	4,212.00	224.72	238.20	4,764.06	0.00	15,900.00	16,854.00	17,865.24	0.00	0.00	0.00	36,600.00	38,796.00	41,123.76	0.00	0.00	\$194,777.99
3. Rent and Storage																			
Rent	225.00	4,500.00	4,770.00	5,056.20	3,215.74	852.17		900.00	954.00	1,011.24			720.00	763.20	808.99				\$23,776.55
Subtotal (Rent and Storage)	225.00	4,500.00	4,770.00	5,056.20	3,215.74	852.17	0.00	900.00	954.00	1,011.24	0.00	0.00	0.00	720.00	763.20	808.99	0.00	0.00	\$23,776.55
4. Telecommunications																			
Voice								450.00	477.00	505.62			450.00	477.00	505.62				\$2,865.24
Data								300.00	318.00	337.08			300.00	318.00	337.08				\$1,910.16
Subtotal (Telecommunications)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	750.00	795.00	842.70	0.00	0.00	0.00	750.00	795.00	842.70	0.00	0.00	\$4,775.40
5. Postage and Delivery																			
Postage & Delivery	0.00	0.00	0.00	0.00	0.00	0.00		120.00	127.20	134.83			120.00	127.20	134.83				\$764.06
Subtotal (Postage and Delivery)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00	127.20	134.83	0.00	0.00	0.00	120.00	127.20	134.83	0.00	0.00	\$764.06
6. Supplies																			
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00		300.00	318.00	337.08			300.00	318.00	337.08				\$1,910.16
Software	822.00	0.00	0.00	0.00	0.00	0.00		274.00					274.00						\$1,370.00
Subtotal (Supplies)	822.00	0.00	0.00	0.00	0.00	0.00	0.00	574.00	318.00	337.08	0.00	0.00	0.00	574.00	318.00	337.08	0.00	0.00	\$3,280.16
7. Furniture and Equipment																			
Furniture/Equipment <\$5000	7,900.00	500.00	0.00	0.00	0.00	0.00		2,550.00					0.00	2,600.00					\$13,550.00
Subtotal (Furniture and Equipment)	7,900.00	500.00	0.00	0.00	0.00	0.00	0.00	2,550.00	0.00	0.00	0.00	0.00	0.00	2,600.00	0.00	0.00	0.00	0.00	\$13,550.00
8. Maintenance																			
Software Maintenance	0.00	0.00	0.00	0.00	0.00	0.00		120.00	127.20	134.83			120.00	127.20	134.83				\$764.06
Furniture - Equipment Maintenance	0.00	0.00	0.00	0.00	0.00	0.00													\$0.00
Subtotal (Maintenance)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00	127.20	134.83	0.00	0.00	0.00	120.00	127.20	134.83	0.00	0.00	\$764.06
9. Travel																			
Final Assessment - Accommodation	0.00	0.00	0.00	0.00	0.00	1,136.23													\$1,136.23
Final Assessment - Accommodation - Airfare	0.00	0.00	0.00	0.00	0.00	2,272.46													\$2,272.46
Final Assessment - Accommodation - Local transport	0.00	0.00	0.00	0.00	0.00	151.50													\$151.50
Initial Training - Accommodation		450.00	0.00	0.00	0.00			450.00					450.00						\$1,350.00
Initial Training - Travel - Airfare	0.00	3,000.00	0.00	0.00	0.00			600.00					600.00						\$4,200.00
Initial Training - Travel - Local transport	0.00	600.00	0.00	0.00	0.00			60.00					60.00						\$720.00
Mid-term Assessment - Accommodation	0.00	0.00	954.00	0.00	0.00				477.00					477.00					\$1,908.00
Mid-term Assessment - Travel - Airfare	0.00	0.00	1,908.00	0.00	0.00	0.00			674.16					848.00					\$3,430.16
Mid-term Assessment - Travel - Local transport	0.00	0.00	202.25	0.00	0.00				63.60					63.60					\$329.45
RAG - Accommodation	0.00	3,400.00	3,604.00	3,820.24	4,049.45			200.00	212.00	224.72	238.20		200.00	212.00	224.72	238.20			\$16,623.54
RAG - Travel - Airfare	0.00	9,600.00	9,540.00	10,112.40	10,719.14			530.00	561.80	595.51	631.24		530.00	561.80	595.51	631.24			\$44,608.64
RAG - Travel - Local transport		680.00	720.80	764.05	809.89			40.00	42.40	44.94	47.64		42.40	44.94	47.64	50.50			\$3,335.21
RIT - Accommodation - RIT Manager to ME		1,000.00	1,060.00	1,123.60	1,191.02	631.24													\$5,005.85
RIT - Accommodation - RIT Manager to N. Africa		1,000.00	1,060.00	1,123.60	1,191.02	631.24													\$5,005.85
RIT - Accommodation - Other staff		2,000.00	2,120.00	2,247.20	595.51	631.24													\$7,593.95
RIT - Travel - Airfare - RIT Manager to ME		1,200.00	1,272.00	1,348.32	1,429.22	757.49													\$6,007.03
RIT - Travel - Airfare - RIT Manager to N. Africa		1,200.00	1,272.00	1,348.32	1,429.22	757.49													\$6,007.03
RIT - Travel - Airfare - Other staff	0.00	2,400.00	2,544.00	2,696.64	714.61	757.49													\$9,112.74
RIT - Travel - Local transport - RIT Manager to ME	0.00	125.00	265.00	280.90	297.75	157.81													\$1,126.46
RIT - Travel - Local transport - RIT Manager to N. Africa	0.00	125.00	265.00	280.90	297.75	157.81													\$1,126.46
RIT - Travel - Local transport - Other staff	0.00	500.00	530.00	561.80	297.75	157.81													\$2,047.36
RIT - Travel - Other visits		250.00	265.00	280.90	178.65	63.12													\$1,037.68
RIT - Visa - RIT Manager to ME		200.00	212.00	224.72	238.20	126.25													\$1,001.17
RIT - Visa - RIT Manager to N. Africa		200.00	212.00	224.72	238.20	126.25													\$1,001.17
RIT - Visa - Other staff		400.00	424.00	449.44	119.10	126.25													\$1,518.79
Supervision LPO & BLME - Accommodation ME								850.00	901.00	955.06									\$2,706.06
Supervision LPO & BLME - Accommodation N. Africa													1,700.00	1,802.00	1,910.12				\$5,412.12
Supervision LPO & BLME - Travel - Airfare ME								700.00	742.00	786.52									\$2,228.52
Supervision LPO & BLME - Travel - Airfare N. Africa													1,600.00	1,696.00	1,797.76				\$5,093.76
Supervision LPO & BLME - Travel - Local transport ME								210.00	222.60	235.96									\$668.56
Supervision LPO & BLME - Travel - Local transport N. Africa and France													420.00	445.20	475.00				\$1,340.20
Supervision LPO & BLME - Visa ME								200.00	212.00	224.72									\$636.72
Supervision LPO & BLME - Visa N. Africa													200.00	212.00	224.72				\$636.72
Subtotal (Travel)	0.00	28,330.00	28,430.05	26,887.75	23,796.50	8,641.65	0.00	3,840.00	4,108.56	3,067.43	917.08	0.00	0.00	5,802.40	6,362.54	5,275.47	919.94	0.00	\$146,379.37
10. Meetings and Special Events																			
Meetings and Special Events - Mid term evaluation (2013)	0.00	0.00	2,226.00	0.00	0.00														\$2,226.00
Meetings and Special Events - Final evaluation (2016)	0.00	0.00	0.00	0.00	0.00	2,651.20													\$2,651.20
Meetings and Special Events - Regional Advisory Group meetings	0.00	1,400.00	1,484.00	1,573.04	1,667.42														