

CEPF Final Project Completion Report

Instructions to grantees: please complete all fields, and respond to all questions, below.

Organization Legal Name	<i>Solomon Islands Community Conservation Partnership</i>
Project Title	<i>Building the Capacity of SICCP: Strengthening a Model Component of Community Driven Conservation in the Solomon Islands</i>
CEPF GEM No.	64629
Date of Report	3 rd April 2018
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CEPF Region: East Melanesian Region

Strategic Direction 4:

SICCP's activities will emphasize CEPF's Strategic Direction 4.1 (Increase local, national and regional capacity to conserve biodiversity through catalyzing civil society partnerships). Our approach outlined above targets priority 4.1 through our efforts to improve SICCP's core staffing and governance capacity. Our approach also aligns with priority 4.2 through core support for the development of SICCP to serve community-level partners and initiatives and to respond to broader regional conservation partnership and policy opportunities. We aim to contribute towards priority 4.3 as our partnership with WCS progresses and we continue to work with the Solomon Islands National University (SINU) through linkages already established through AMNH-SICCP work with the Network of Conservation Educators and Practitioners (NCEP).

Over the longer term, this initial capacity development investment at SICCP will impact Strategic Directions 1 and 2 as well through impacts to investment priorities 1.1-1.4 and 2.2 and 2.3, through facilitation of survey and monitoring work, ongoing community engagement and awareness programs, and conservation incentive programs across sites (e.g. scholarship programs); plus facilitating and partnering on legal and technical training as has been done in the past, and fostering and piloting corporate engagement that draws upon experiences gained through a partnership between KIBCA and the Kolombangara Forest Products Limited corporation.

Grant Amount: SBD130, 000.00

Project Dates:

1. Implementation Partners for this Project (list each partner and explain how they were involved in the project)

Solomon Islands Community Conservation Partnership (SICCP) – a locally established NGO, administrated and managed the Project funds from its head office, in Honiara,

Solomon Islands. This entity supports a Partnership Network of community based Organisations in the Western Province and Makira – Ulawa Provinces. The Partnership Network comprises of:

Western Region Partners:

Kolombangara Island Biodiversity Conservation Association (KIBCA) and Tetepare Island Descendant Association

Community based groups:

Zaira Community, Biche Community, Akara/Takuti Community and Chumbikopi Community

Makira-Ulawa Region Partners: Kahua Association and Tawatana Conservation Development Association (TCCDA)

American Museum of Natural History (AMNH) – AMNH’s has developed ongoing biodiversity research conservation programs in the Solomon Islands, and particularly for this Project the Pacific Office based in New York has provided ongoing mentorship to the Executive Director and capacity sessions to the SICCP Team in Honiara, Munda and Marovo lagoon.

Wildlife Conservation Society (WCS)- WCS Director, based at the Fiji Office, has provided technical support to the Marine Conservation Coordinator based at the Munda Office and also provides ongoing mentorship to the Executive Director.

University of Queensland – Since 2004, UQ has engaged with multiple aspects of environmental conservation, research, and training in the Solomon Islands. This has included the development of the reef to ridge top conservation areas in Marovo Lagoon. UQ has also published a marine ecology and management book that has been distributed throughout NGO, Government and Schools in Solomons. Through this Project, UQ has provided ongoing technical support to the SICCP Marovo Team and working together with the Executive Director to fundraise for the SICCP Partnership Network.

Conservation Impacts

2. Describe how your project has contributed to the implementation of the CEPF ecosystem profile.

This Project has contributed to the implementation of the CEPF ecosystem profile because through its activities;

- 1) Key leadership positions (to name; Executive Director and Operation Manager and Marine Conservation Coordinator) within SICCP were established. These roles were trained and mentored by Project Partners such as AMNH, UQ and WCS.
- 2) Building SICCP’s external and internal governance capacity – two (2) leadership trainings and strategic planning meeting were organized and implemented for the SICCP Board. An Office was set up for SICCP here in Honiara, and the implementation of the Mind You Own Business (MYOB).

3) Standardized Monitoring Protocols in partnership with AMNH and WCS were developed by the Marine Conservation Coordinator that was then used to train community-based partners in Marovo, Tetepare and Kolombangara.

3. Summarize the overall results/impact of your project

The overall results/impacts of the Project are;

- 3.1 SICCP now has a head office in Honiara, Solomon Islands.
- 3.2 Key position of the Organisation were maintained throughout the Project's lifespan, and have contributed immensely to the maintaining of the SICCP Partnership Network
- 3.3 SICCP Board did undertake Quarterly Meetings as stipulated in its Constitution, and Minutes of these Meetings have been documented and recorded. The Board did undertake at least two (2) Leadership Trainings on Kolombangara and Honiara respectively.
- 3.4 A Handbook for Monitoring Protocols has been developed by the Marine Conservation Coordinator, and Community Partners have done trainings Workshops to use these standardized protocols
- 3.5 SICCP has established and is using the MYOB Financial Package, and a Draft Financial Policies and Procedures Manual has been developed.
- 3.6 SICCP has a Organizational Strategic Plan (2017 – 2020)
- 3.7 SICCP has revised it Constitution

Planned Long-term Impacts - 3+ years (as stated in the approved proposal)

List each long-term impact from Grant Writer proposal

- 1) With increased staffing and capacity, SICCP will better respond to broader regional conservation partnership and policy opportunities. We will achieve this expansion of our impacts through equipping local practitioners with the resources and skills required to strengthen multiple governance scales of the existing Western Province reef to ridge conservation network.
- 2) SICCP will increase civil sector awareness of legal, social, biological, and economic factors framing conservation approaches in Melanesia.

4. Actual progress toward long-term impacts at completion

The actual progress towards long-term impacts at the completion of this Project is as follows;

Increased staffing and capacity within SICCP has enabled better responds to maintaining its Partnership Network at the local and national level. Though a growing Non-Government Organisation, and recently established the resource and skills acquired through activities of this Project has strengthen SICCP as an Organisation and its Partnership Network.

SICCP has also increased its profile through civil sector awareness's in the field of legal, social, biological and economics. KIBCA is soon to undertake the legal process to be registered under the Protected Area Act 2010, Zaira Community is midway through the process and TDA will soon to engage in the process. Conservation approaches for Kahua and TCCDA are still challenges due to its remoteness, but their implementation of CEPF Grants in the recent round would have strengthen their institutional capacity for the coming years.

Planned Short-term Impacts - 1 to 3 years (as stated in the approved proposal)

List each short-term impact from Grant Writer proposal

- 1) Improved administrative, financial, and communications infrastructure so that SICCP can operate an accessible office space that: A) supports partners remotely and when they are in Honiara; B) hosts quarterly meetings of the Board of Directors, and C) gains recognition in national and regional policy.
- 2) Recruitment, mentorship, and capacity development strategies for Director, Operations Manager, and Marine Conservation Coordinator will allow SICCP to independently raise and manage funds, and steward relationships with government and regional partners.
- 3) Standardized monitoring protocols designed and implemented across the Western Province network.
- 4) Through retreats, training sessions, and increased meeting opportunities, the Board of Directors will have increased capacity to govern and steer the strategic vision of SICCP.

5. Actual progress toward short-term impacts at completion

SICCP's establishment in Honiara has enabled its partnership efforts beyond its Western and Makira-Ulawa Network. The Executive Director position has scaled SICCP's operations in the last 3 years (2014 – 2017), and an output is a Staffing Structure displayed in its Organizational Strategic Plan (2017 – 2020). The Marine Conservation Coordinator based in Munda provides technical capacity and support to Community based Organisations.

SICCP is operating through a Financial Package – MYOB, managed by the Operation Manager. Similar set ups have been introduced to the Partnership, and TDA and KIBCA Financial Officers took on the skills and knowledge but throughout the course of the Project, their systems have not been maintained.

Organized retreats, training sessions and meeting opportunities have increased the capacity of the SICCP Board to ensure that they govern and steer the strategic vision of SICCP.

6. Describe the success or challenges of the project toward achieving its short-term and long-term impact objectives

The **Success** of the Project are as follows;

- *SICCP has a Head Office, in Honiara Solomon Islands*
- *SICCP has established key positions and maintained (Finance Manager and Executive Director)*
- *SICCP is currently operating from the Financial Package – MYOB*
- *SICCP has a 3 year Strategic Plan (2017 – 2020) to be endorsed at the SICCP AGM scheduled for April 2018.*

The **Challenges** of the Project are as follows;

- *The Partnership Network is remote and communications can be challenging*
- *SICCP Board Members are located in Honiara and the Western Province respectively so gathering them at one location to hold meeting can be challenging*
- *Though MYOB is introduced to Partner Finance Personnels, the turn over of the Personnels challenges the continuity of their respective systems.*
- *Acquiring Leadership/Governance Trainers/Expertise locally was challenging so for one training SICCP had to sort outside the Solomon Islands.*

7. Were there any unexpected impacts (positive or negative)?

The unexpected impacts of this Project (positive or negative) are as follows;

Positive:

- *SICCP has broadened its public image beyond its Partnership Network*
- *SICCP in the recent years have acquired large implementing Grants from USAid and Mohammed Bin Zayed Fund. Activities of both these projects are implemented throughout the Network.*
- *SICCP's partnership has broadened to Academic Institutions such as the University of the South Pacific, Solomon Islands National University and in the recent 3 years, SICCP has participated in Training Programmes.*

Negative:

- *SICCP Institutional capacity is still in progress, so to build the capacity of its Partnership Network has been challenging.*
- *Communication is still a challenge through the Partnership Network. Though Internet connections and phone connections exist, they can still be unreliable.*

Project Components and Products/Deliverables

8. Component 1 (as stated in the approved proposal)

List each component and product/deliverable from Grant Writer

1. Establish and support key leadership positions within the Solomon Islands Community Conservation Partnership (SICCP)

PRODUCT/DELIVERABLES

- Key positions recruited are the Executive Director, Operations Manager and the Marine Conservation Coordinator.

9. Describe the results from Component 1 and each product/deliverable

This Project achieved the establishment of the key position as mentioned above. These position roles and responsibilities have been focused to maintaining SICCP's Operations, the Partnership Network and providing technical supports to community based partners.

10. Component 2 (as stated in the approved proposal)

List each component and product/deliverable from Grant Writer

2. Build SICCP's external and internal governance capacity.

PRODUCT/DELIVERABLES:

- Two (2) Leadership Training and Strategic Planning Retreats for SICCP Board of Directors, Key Staff and Partners Leaders was organized and implemented in 2016 and 2017 respectively.
- Boards of Directors have had meetings over the life span of the Grant. Of the quarterly meeting (8 meetings to be executed over two years) expected of the Grant, during 2014 – 2017 Board Meetings occurred were as follows:
2014: 4 Meetings; 2nd April, February 2nd, July 16th and October 14th
2015: 1 Meetings; 18th February 2015
2016: 3 Meetings; January 15th, February 8th and November 18th
2017: No meeting recorded since January – March (2017), when it the Grant closed.
- An Office space was established in Honiara with necessary communication and Internet and phone connections.
- SICCP is implementing a financial package – MYOB and there is a Financial Policies and Procedures Manual in Draft to be endorsed at the AGM in April 2018.
- An Audit was conducted upon completion of this Project that did cover other two other CEPF Projects implemented in 2015 – 2017.

8. Describe the results from Component 2 and each product/deliverable

The deliverables of this Project has contributed to the strengthening SICCP Board of Directors. Two (2) Leadership Training have provided relevant skills and knowledge to implementing the roles and responsibilities of the Board Composition.

However to have 8 meetings executed over the course of two (2) years was not achieved. In 2014, there was a total of four meetings, in 2015 only 1 meeting have been executed and in 2016 only 3 meetings. Reasons to why these meetings were not achieved was because not all Board members are located in Honiara so it was a challenge to confirm to a timing, and Board members too had their respective work to do and could not be available. The Strategic Plan was completed and endorsed in April 2018, however was implemented since its development in 2016.

Component 3 (as stated in the approved proposal)

List each component and product/deliverable from Grant Writer

3. Standardize monitoring protocols in partnership with American Museum of
PRODUCTS/DELIVERABLES:

- Standardized Monitoring Protocols Handbook
- Two (2) Training Workshops facilitated by the Marine Conservation Coordinator was carried out at SICCP Community site.
- Training/Workshop sessions have been implemented at Tetepare and Marovo through collaborative efforts with UQ and WCS.

Describe the results from Component 3 and each product/deliverable

The development of a Monitoring Protocols Handbook was useful for SICCP and the Partnership Network. It is important that protocols are standardized so results obtained from monitoring surveys are consistent for the entire Network. Advancing on the Training sessions through collaborations with WCS and UQ was a bonus for long developing sites such as Tetepare and Marovo Lagoon.

9. If you did not complete any component or deliverable, how did this affect the overall impact of the project?

Not Applicable.

10. Please describe and submit any tools, products, or methodologies that resulted from this project or contributed to the results

Products of this Project are as follows:

1. Job Description developed and advertised for the key positions within SICCP. To name Executive Director, Operation Manager and Marine Conservation Coordinator
2. SICCP Strategic Plan (2017 – 2020)
3. SICCP Standardized Monitoring Protocols
4. SICCP Financial Policies and Procedures Manual (Draft)
5. SICCP Board of Director TOR
6. SICCP CEPF Project (Audit Management Report)

CEPF Global Monitoring Data

Respond to the questions and complete the tables below. If a question is not relevant to your project, please make an entry of 0 (zero) or n/a (not applicable).

11. Did your organization complete the CEPF Civil Society Tracking Tool (CSTT) at the beginning and end of your project? Yes/No – No Applicable.

Yes, SICCP did complete a CEPF Civil Tracking Tool (CSTT) prior to the start of this Project, and another mid way through the Project.

See attached is the updated CSTT completed at the completion of this Project.

If yes, please be sure to submit the final CSTT tool to CEPF if you haven't already done so.

12. List any vulnerable, endangered, or critically endangered species conserved due to your project

Surveys were conducted but no vulnerable, endangered or critically endangered species were conserved.

Hectares Under Improved Management

Project Results	Hectares*	Comments
13. Did your project strengthen the management of an existing protected area?	0	<i>List the name of each protected area</i>
14. Did your project create a new protected area or expand an existing protected area?	0	<i>List the name of each protected area, the date of proclamation, and the type of proclamation (e.g., legal declaration, community agreement, stewardship agreement)</i>
15. Did your project strengthen the management of a key biodiversity area named in the CEPF Ecosystem Profile (hectares may be the same as questions above)	0	<i>List the name of each key biodiversity area</i>
16. Did your project improve the management of a production landscape for biodiversity conservation	0	<i>List the name or describe the location of the production landscape</i>

* Include total hectares from project inception to completion

17. In relation to the two questions above on protected areas, did your project complete a Management Effectiveness Tracking Tool (METT), or facilitate the completion of a METT by protected area authorities? If so, complete the table below. (Note that there will often be more than one METT for an individual protected area.) –

Not Applicable.

Protected area	Date of METT	Composite METT Score	Date of METT	Composite METT Score	Date of METT	Composite METT Score

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18. List the name of any corridor (named in the Ecosystem Profile) in which you worked and how you contributed to its improved management, if applicable.

Not Applicable.

Direct Beneficiaries: Training and Education

<i>Did your project provide training or education for . . .</i>	Male	Female	Total	Brief Description
19. Adults for community leadership or resource management positions	10	10	20	Community leaders representing SICCP Partners did participate at the Leadership and Governance Trainings.
20. Adults for livelihoods or increased income				
21. School-aged children				
22. Other				

23. List the name and approximate population size of any “community” that benefited from the project.

*Community name, surrounding district, surrounding province, country
Population size*

Not Applicable.

Lessons Learned

25. Describe any lessons learned during the design and implementation of the project, as well as any related to organizational development and capacity building. Consider lessons that would inform projects designed or implemented by your organization or others, as well as lessons that might be considered by the global conservation community

Lessons learned during the Design and Implementation of the Project;

- A SWOT Analysis should be conducted or carried out of SICCP prior to designing this Project so activities of the Project is realistic and can be implemented in time.
- It is important to assess the Organisation first – ensure that it had the absorptive capacity to accommodate such as large grant before designing this Project.
- Key Positions of this Project should have been recruited prior to the design so they are part of the implementation.

26. Project Design Process (*aspects of the project design that contributed to its success/shortcomings*)

The Project Design Process that contributed to the success/short comings is the key positions recruited in this Project should be involved in the design so they are well versed of the activities to be implemented.

A position that could be recruited then, was a Project Coordinator who's primary role is to manage the Project, keeping track of its activities to ensure that they are delivered on time.

27. Project Implementation (*aspects of the project execution that contributed to its success/shortcomings*)

Aspects that have contributed to the success/short comings of the execution of this Project are as follows;

- Key positions established in this Project, were delegated specific activities of the Project
- Communication is an ongoing challenge for SICCP to its Partners located in remote parts of the Solomon Islands, which was an issue when trying to plan the roll out of activities
- Community Work Plans did clash with the roll out of activities of this Project, so timely in implementation can be challenging.
- Partners involved in this Project, have their respective governance issues so when engaging them in Training/Meeting, the skills and knowledge set to be implemented at the community level can be a challenge.

28. Describe any other lessons learned relevant to the conservation community

Other lessons learned throughout this Project, is the need for Project Management Training for SICCP Staff established within this Project. These skills are important to ensure that Project activities are implemented in time, spent accordingly to the Project Budget and deliverables are achieved. Conservation as interpreted to communities is an ongoing practice for generations, but to formalize Conservation would be an issue for communities that live off their surrounding for decades. Therefore, ongoing awareness is important so communities are well versed and prepared to take on the formal approach to Conservation efforts.

Sustainability / Replication

29. Summarize the success or challenges in ensuring the project will be sustained or replicated

Success or challenges in ensuring that the Project will be sustained or replicated is the establishment of the key positions of SICCP. The Executive Director and Operation Manager are fundamental roles required that maintains the day-to-day operations of the Organisation. Both these positions maintained throughout the life span of this Project is vital for the sustainability or replication of this Project.

The challenges encountered, is the Project to have Training/Workshops that is relevant for the positions to exercise their roles and continue the fundraising efforts for SICCP. Skills based Training such as Project Management, Financial Administration were not included in the Project, and Personnels experienced issues in ensuring the Project is implemented on a timely manner.

Should this Project be replicated, it is crucial that skills as mentioned above are implemented on a timely manner.

30. Summarize any unplanned activities that are likely to result in increased sustainability or replicability

Unplanned activities likely to result in

Safeguards

31. If not listed as a separate Project Component and described above, summarize the implementation of any required action related to social, environmental, or pest management safeguards

Additional Comments/Recommendations

32. Use this space to provide any further comments or recommendations in relation to your project or CEPF

Expected Outcomes/Deliverables were completed, though Funds remain. The Reasons are as follows:

Recommendation to CEPF:

Additional Funding

33. Provide details of any additional funding that supported this project and any funding secured for the project, organization, or the region, as a result of CEPF investment

Donor	Type of Funding*	Amount	Notes
SICCP – WCS Agreement	A	USD39,350.00	This Agreement did provide support to the Partnership Coordinator. This person will lead on providing administrative support to WCS with regards to permitting, developing agreement and government institutions and community partners.
SICCP – AMNH Agreement	A	USD155,000	This Project was focused at providing mentorship and capacity development sessions with the Executive Director. The Project did support 50% of the Salary of the Partnership Coordinator, a vital role within the SICCP Structure to manage the Partnership Network.

* Categorize the type of funding as:

- A *Project Co-Financing (other donors or your organization contribute to the direct costs of this project)*
- B *Grantee and Partner Leveraging (other donors contribute to your organization or a partner organization as a direct result of successes with this CEPF funded project)*
- C *Regional/Portfolio Leveraging (other donors make large investments in a region because of CEPF investment or successes related to this project)*

Information Sharing and CEPF Policy

CEPF is committed to transparent operations and to helping civil society groups share experiences, lessons learned, and results. Final project completion reports are made available on our Web site, www.cepf.net, and publicized in our newsletter and other communications.

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