

CEPF Final Project Completion Report

Organization Legal Name	Centre for Supporting Green Development (GreenHub)
Project Title	Developing and Implementing GreenHub’s Strategies and Plans for Conservation
CEPF Grant or Number	CEPF-084 (IUCN Ref.) / CEPF-104311 (CEPF Ref.)
Date of Report	15 October 2019

CEPF Hotspot: Indo-Burma
Strategic Direction: 8
Grant Amount: \$19,982
Project Dates: 1st December 2017 to 31st January 2019 (14 months)

PART I: Overview

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

- **Cat Ba National Park:** *Cat Ba National Park Management Board provided conservation and management information as well as feedback for GreenHub local conservation strategy*
- **Cat Ba Archipelago Biosphere Reserve:** *Cat Ba Archipelago Biosphere Reserve Management Board shared their conservation achieved result during last 12 years, including their applying SLIQ (Systems Thinking, Landscape/Seascape/Spatial Planning, Interdisciplinary Coordination and Quality Economy) approach; feedback for GreenHub local conservation strategy*
- **Phu Long Commune People’s Committee** *(Phu Long Commune is a buffer commune of Cat Ba National Park): Participated in and provided local feedback at the consultation meetings for GreenHub local conservation strategy*
- **Phu Long Commune’s sustainable aquaculture, mangroves forest ecosystem conservation Collaboration Group:** *Participated in and provided local feedback at the consultation meetings for GreenHub local conservation strategy*

- **Phu Long Commune's community based Ecotourism Collaboration Group:** Phu Long Commune's community based Ecotourism Collaboration Group
- **Vietnam's National Man and Biosphere (MAB) Committee:** MAB's chairman provided a review, feedback for GreenHub's national and local strategy in conservation, especially on Network of Biosphere Reserves, Cat Ba Biosphere Reserve
- **Biodiversity Conservation Agency (BCA), Ministry of Natural resource and Environment:** BCA's Directorate Board shared their information about Viet Nam's biodiversity conservation policy and plan; provided comments for GreenHub's national strategy in conservation, biodiversity
- **Viet Nam Association for Environmental Economics (VIASEE):** VIASEE's chairman shared their information about Viet Nam's environmental protection policy.

2. Summarize the overall results/impact of your project

We find this project was so important and brought us a lot of valuable opportunities. GreenHub is a young organization, and we really needed to improve organizational skills prioritization of actions, clear strategy development, fundraising and communications and advocacy. This project provided us with the needed skills and opportunities for capacity building, including the process of developing a clear strategy for our organizational development and communication materials.

In the process of developing the strategy, we had opportunities to share our mission, vision and focus with partners and learn a lot from their experiences. Our partners (national and international) also found GreenHub to be very active and professional and to focus significant efforts on its organizational development in the start-up phase of the organization. Besides, the communication materials (annual reports, profile) were shared with partners and donors, hence they could know our activities and increased their confidence in our organization. This is one important factor for GreenHub's fund raising.

The project contributed significantly to our efforts of fund raising, from a small grant 20,000 USD from this project, GreenHub has received commitments from Donors up to 700,000 USD recently.

3. Briefly describe actual progress towards the overall project goal (as stated in the small grant contract)

Description of the overall project goal (as stated in the small grant contract)	Summary of actual progress towards this goal
<p>Goal 1: GreenHub staff members have increased capacity for developing conservation strategies and plans, and working with local stakeholders</p>	<p>Consultant Mr. Boris Fabres (the international expert) helped GreenHub staff increased their capacity for developing conservation strategies and plans</p> <p>Consultant Mr. Nguyen Chu Hoi helped GreenHub staff to develop the strategy clearly (divide the long term and short term plan). He also give more</p>

<p>and international conservation experts.</p>	<p>background information, explanations of priority subjects, detail topics in the strategy.</p> <p>GreenHub organized 4 internal trainings and meetings to discuss about organizational development strategy, communication plan and fundraising.</p> <p>Building the documents of organizational development and communication.</p>
<p>Goal 2: GreenHub has finalized organizational strategies, plans, and communications products, produced through participatory processes.</p>	<p>Organize a national consultative stakeholder workshop in Hanoi to get feedback for finalizing GreenHub’s national strategy.</p> <p>Finalize GreenHub’s national strategy, fundraising plan, and communications plan, and launch national strategy online, social media, and GreenHub’s website</p>
<p>Goal 3: GreenHub has a Local Conservation Strategy plan for a KBA – Cat Ba VNM23.</p>	<p>GreenHub prepare a document to describe the project background, rationale, objectives, value/importance, the inputs / contributions needed from the Cat Ba community (residents, local authorities, researchers, etc.), to inform the first community meeting.</p> <p>Consult and share natural conservation plans combine waste management with partners in Cat Ba Town</p> <p>Organized three local community meetings in one Cat Ba KBA to develop and validate a local conservation strategy</p> <ul style="list-style-type: none"> - The first community meeting: Consult the stakeholders on challenges in nature conservation and waste management in Cat Ba archipelago. - The second community meeting: GreenHub take advantages to share our activities and consult stakeholders in a meeting organized by Hai Phong’s partners. - The third community meeting: GreenHub connect with Hai Phong’s fisheries research institute and Cat Ba National Park in the Training workshop on coral restoration and coral reef conservation. <p>Develop a conservation strategy document for Key Biodiversity Area in Cat Ba</p>

4. Describe the success or challenges of the project toward achieving its overall goal

We planned to finish the project by 31st November 2018. However, after discussion with the Regional Implementation Team (RIT), we agreed to extend the project's operation time by 2 months to the end of January 2019. The project extension provided GreenHub with an opportunity to complete all the project products and submit them to the donors.

We assessed the advantages and disadvantages of all the database software that we know and found none of these suited our specific purpose and available resources. We also discussed with our website designer how to improve the website to include a database function. We found the link with website and database software to be quite feasible and effective, and finally decided that our website will have a function to be the database software as well.

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

No.

PART II: Project Objectives and Activities/Deliverables

6. Objectives (as stated in the small grant contract)

Objective 1: GreenHub staff members have increased capacity for developing conservation strategies and plans, and working with local stakeholders and international conservation experts.		
Activity description	Deliverable(s)	Summary of actual progress/results for this activity
<p>Activity 1.1: Collaborate with an international conservation expert to build organizational capacity in knowledge gathering and analysis for developing a national strategy, planning, and fundraising.</p>	<p>Report on collaboration/exchanges with international expert (meetings, email, online), guidance and decisions made.</p> <p>1st draft of the strategy.</p>	<p>Mr. Boris Fabres (the international expert) provided guidelines, strategic advices, comments to develop organizational strategy, planning and fundraising. The results helped us to understand how the strategy and planning should be, the best way to develop these documents and use them effectively.</p> <p>GreenHub organized 4 internal trainings and meetings to discuss about organizational development strategy, communication plan and fundraising</p> <p>GreenHub consulted our key partners (International Collaborating Centre for Aquaculture and Fisheries Sustainability- ICAFIS; and Vietnet ICT) to learn how they develop their strategy and how it works.</p>
<p>Activity 1.2: Hire a national expert to work with</p>		<p>Mr Nguyen Chu Hoi was invited to advise GreenHub to develop the organizational strategy.</p>

<p>GreenHub and the international conservation expert to develop a national strategy</p>	<p>National expert hired.</p> <p>Tasks completed, as specified in TOR with national expert, including drafting of a GreenHub national strategy.</p> <p>Guidance report prepared by expert, including prioritization of GreenHub's program focus, advice on implementing GreenHub's strategy, and advice on selecting partners and donors.</p> <p>2nd draft of the strategy</p>	<p>GreenHub received comments from Mr. Hoi on the 1st draft of the strategy, then had one consultant meeting with him. Mr Hoi made recommendations how to develop the strategy clearly (divide the long term strategy towards 2030 (vision, mission, objective) and short term plan for 2018-2020 (priority issues / actions/ locations). He also give more background information, explanations of priority subjects, detail topics in the strategy.</p>
<p>Activity 1.3:</p> <p>Create a database of relevant publications, grey literature, and datasets to develop GreenHub's strategy, fundraising plan, and communications plan.</p>	<p>Building the documents of organizational development and communication.</p>	<p>GreenHub updated website of organization, including organizational publications/references and activities.</p> <p>GreenHub organized the publications/, research documents on the "library" section of the website.</p> <p>GreenHub designed and published the publications related to organization, including:</p> <ol style="list-style-type: none"> 1. Organizational profile 2. Organizational development strategy 3. Fundraising strategy 4. Communication Plan

Objective 2: GreenHub has finalized organizational strategies, plans, and communications products, produced through participatory processes.		
Activity description	Deliverable(s)	Summary of actual progress/results for this activity
<p>Activity 2.1: Organize a national consultative stakeholder workshop in Hanoi to get feedback for finalizing GreenHub’s national strategy.</p>	<p>Complete organizational development strategy by 2030, action plan for period 2018-2020, promote cooperation and connections between the partners</p>	<p>GreenHub's partners and advisors present common issues in organizational development of VNGOs - Mr. Robert Letchford, >, USAID's Partner Capacity Development program.</p> <p>Environmental background and issues in Vietnam - Mr. Nguyen Chu Hoi, adviser of GreenHub</p> <p>Introducing the draft of GreenHub development strategy</p> <p>Group discussion in 4 topics about contributing ideas to the strategy and promoting cooperation among related parties: Waste management; sustainable agricultural production; energy from waste; nature conservation.</p>
	<p>On January 23rd, 2019, GreenHub organized consultative meeting with Advisors, and GreenShare with partners</p>	<p>GreenHub leaders consulted advisors about the organization's development orientation. The Advisors appreciate the results of GreenHub and propose GreenHub to ensure that all the staff should notice and keep the organizational “Unique selling point” – concrete evident – based organization, and continue to keep a good image of GreenHub with partners and donors GreenHub needs to perform in the right direction, cautiously, safely and effectively</p> <p>In GreenShare, GreenHub shared activities and achievements from CEPF project as well as other projects in the past time to partners, and shared development plan in the future.</p> <p>GreenHub receives the partners' sharing and contributions to continue develop the organization.</p>
<p>Activity 2.2: Finalize GreenHub’s national strategy, fundraising plan, and communications plan, and launch national strategy</p>	<p>National strategy, fundraising plan, and communications plan finalized and printed (50 copies in total).</p>	<p>The complete and publishing stages of GreenHub products include:</p> <ol style="list-style-type: none"> 1. Organizational profile: 75 books 2. Organizational strategy: 50 books 3. Fundraising strategy: 55 books

online and on social media	National strategy launched online (via GreenHub website and social media)	4. Communication plan: 55 books These products were introduced/distributed by GreenHub to partners, state management agencies and stakeholders during the operation.
Activity 2.3: Develop and launch Phase 1 of GreenHub's website and a brochure about GreenHub's "Organizational Profile"	Phase 1 of GreenHub's website launched online (Phase 2 will take place after the end of this project). 50 copies of Organizational Profile printed and distributed to stakeholders	When the project finished, GreenHub's website has been updated. Website provide information about organization, goals, mission and the activities GreenHub continues to have additional publications <ol style="list-style-type: none"> 1. Organizational strategy: 5 books 2. Fundraising strategy: 50 books 3. Social activities and environment of organization: 50 books These products continue to be introduced to partners in partnership with GreenHub.

Objective 3: GreenHub has a Local Conservation Strategy plan for a KBA – Cat Ba VNM23.		
Activity description	Deliverable(s)	Summary of actual progress/results for this activity
Activity 3.1: Write a short "discussion document" including the project background, rationale, objectives, value/importance, the inputs / contributions needed from the Cat Ba community (residents, local authorities, researchers, etc.), to inform the first community meeting.	3-page discussion document written in Vietnamese.	GreenHub prepare a document to describe the project background, rationale, objectives, value/importance, the inputs / contributions needed from the Cat Ba community (residents, local authorities, researchers, etc.), to inform the first community meeting.
	Consult and share natural conservation plans combine waste	Mrs. Hoa - GreenHub's Director shared GreenHub's local nature conservation plan.

	management with partners in Cat Ba Town	<p>Mr. Hoang Van Thap - Representative of Cat Ba National Park Management Board discussed and shared ideas about GreenHub's strategy plan.</p> <p>Mr. Pham Vinh Toan - Representative of the Management Board of Archipelago Cat Ba discussed about GreenHub project implemented in the bay areas of Cat Ba Island.</p>
<p>Activity 3.2:</p> <p>Organize three local community meetings in one Cat Ba KBA to develop and validate a local conservation strategy.</p>	<p>The first community meeting: Consult the stakeholders on challenges in nature conservation and waste management in Cat Ba archipelago.</p>	<p>Mr. Le Thanh Tuyen - Representative of Cat Ba Biosphere Reserve introduced about the ongoing activities on the island and presented the upcoming implementation plans on nature conservation.</p> <p>Mr. Doan The Chung - Deputy Director of Cat Ba Urban and Public Waste Management Company discussed the issue and the existing difficulties of waste management in Cat Ba</p> <p>Ms. Hoang Thi Tan - Cat Hai Radio Representative presented her interests about GreenHub's upcoming project implementation plan, and commit to collaborate with GreenHub</p> <p>Mr. Dang Cong Hau - Representative of Development Investment Joint Stock Company Doan Anh Duong discussed about solid waste treatment activities in An Binh communes, Ly Son Island, Quang Ngai and introduced the waste treatment plan at An Binh Island.</p> <p>Stakeholders expressed their willingness to support and coordinate in natural conservation plan and waste management of GreenHub.</p>
	<p>The second community meeting:</p> <p>GreenHub take advantages to share our activities and consult stakeholders in a meeting organized by Hai Phong's partners</p>	<p>GreenHub presented our activities, local biodiversity strategy plan, as well as the Survey results on the status of plastic waste in Cat Ba and waste audit result at some restaurants and hotels</p> <p>The workshop was attended by 20 partners (4 hours) in Hai Phong from state management agencies on waste, conservation and scientists.</p>

	<p>The third community meeting: GreenHub connect with Hai Phong's fisheries research institute and Cat Ba National Park in the Training workshop on coral restoration and coral reef conservation</p>	<p>Workshop, training to restore coral and coral reef conservation in Cat Ba coastal areas</p> <p>The workshop was attended by 32 delegates from Cat Ba National Park Management Board, Bai Tu Long, Cat Ba Biosphere Reserve, Hai Phong's fisheries research institute.</p> <p>The issues of coral reef conservation in Cat Ba and the effects of environmental pollution, plastic waste have been presented and proposed remedial measures.</p>
	<p>The Sixth Leadership Meeting - Ha Long Cat Ba Alliance initiative</p>	<p>Sixth Leadership Meeting - Ha Long Cat Ba Alliance initiative.</p> <p>The Meeting discussed issues: Environmental situation of Ha Long and Cat Ba area and the necessity of having a unified solution of plastic waste management in 2 localities to preserve nature and biodiversity in Ha Long - Cat Ba area</p> <p>The conference was attended by 60 delegates from management agencies in Hai Phong, Quang Ninh and non-governmental organizations related to conservation, environment, sustainable development, etc.</p>
	<p>Develop a conservation strategy document for Key Biodiversity Area in Cat Ba</p>	<p>Document on GreenHub organization development and local environmental protection strategy for Cat Ba Islands has been developed.</p>

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

The completed and published products from the project include:

1. Organizational profile
2. Organizational strategy
3. Fundraising strategy
4. Communication plan
5. Updated website

Lessons Learned

8. Describe any lessons learned during the design and implementation of the project, as well as any related to organizational development and capacity building.

During the project implementation, GreenHub compiled key lesson learned as follows:

- Developing organizational strategy is a cycle of continuous improvement using a model of plan-do-check-act. GreenHub staff recently undertook an important step in the development of their new NGO. Over two workshops, staff members completed a Capacity Building Needs Assessment and Action Plan. The main objective of this activity was to help GreenHub to identify the strengths and weaknesses in their organizational capacity and to develop an improvement program to be delivered over the next year. The first session started with a brainstorming activity to help GreenHub get a broad collective understanding of their skills and knowledge gaps, and to identify each staff member's strengths. From this, the group then headed into a formal assessment using a capacity building needs assessment matrix that considered six elements of organizational capacity: Mission, Vision and Strategy; Governance and Leadership; Service Delivery and Impact; Resource Development; Strategic Relationships; and Internal Management and Operations. The current organisational capacity level was then ranked for each element and helped to identify the areas where there was a clear need to increase capacity. A number of opportunities for improvement were identified through this process. . The group then prioritized key capacity building focus areas that would have the greatest impact on the organization's capacity to achieve its mission and developed an action plan to address these areas. Once the action plan has been implemented, GreenHub will be able to increase their organizational capacity and see how much they have improved, and where to improve
- Diverse resources should be mobilized as part of a critical strategy of building organizational capacity. In this context we received support from the 3M impact programme, and PDC/USAID programme supporting young NGOs such like GreenHub. The CEPF Capacity Development Small Grant and other forms of capacity development are extremely important for GreenHub as a new NGO. Senior staff have considerable NGO experience in many parts of Viet Nam, in many thematic issues, and have many regional connections. In launching GreenHub as a new NGO, they are however now functioning in different leadership and management roles, with different mission responsibilities. They are also establishing, growing and structuring a new NGO
- In term of our project approach, GreenHub must focus on the core, organizational needs of GreenHub as a new, domestic NGO in Vietnam, focusing on the factors that, if addressed, can stimulate organizational growth in a professional and sustainable manner. These include: (i) The development, with experts advice and coaching of a clear national strategy based on credible information for GreenHub's programme of work, with feedback from stakeholders; (ii) The development of communications and fundraising plans to support this strategy ; (iii) the development of one (1) local KBA-Level strategy (using Cat Ba; Vietnamese CEPF-KBA 23 as an example) with local community and protected area management participation to serve as an organizational development model and increase GreenHub programme effectiveness at local level and; (iv) Strengthening of GreenHub leadership skills

in the development of these products; (v) Developing priority-selected communication materials, especially our website for serve and introduce GreenHub to priority stakeholders and public. During the reporting period, an effective and proper approach has been deployed to interact with and evaluate experts' advice and coaching for a clear national strategy based on credible information for GreenHub's programme of work, with feedback from stakeholders. At least 8 high reputation advisers and partners gave GreenHub context information, advice and feedback for strategy, actions in context of Vietnam's development.

Conclusion:

In the first year of establishment, GreenHub provided individual consultancy packages in order to have funding for organization activities. Besides, GreenHub making efforts to build project proposals and construct of organizational development strategy. In June 2017, GreenHub for the first time received a "project" with a small budget from CEPF of 20,000 USD, but this was very significant, because most of these resources were devoted to building our organizational capacity and for the organization development.

Through the project, the Organization received the support of foreign experts, local experts, GreenHub's staff has been strengthened in terms of organizational structure and development. This support have helped GreenHub grow from a young organization (founded in 2016) out of the danger of dissolving as many new organizations do in their early stages.

GreenHub has completed a development strategy for the period 2018-2020 and vision to 2030, a fundraising strategy for the period 2018-2020 and an organizational manual. These strategies have helped GreenHub from resources of a few tens of thousands of dollars between 2017, GreenHub has received donor commitments of up to 700,000 USD recently. This achievement is the effort of GreenHub's leaders and staff, the support of advisers, partners and very important support from CEPF project.

Sustainability / Replication

9. Summarize the success or challenges in ensuring the project will be sustained or replicated, including any unplanned activities that are likely to result in increased sustainability or replicability.

Throughout the implementation of the project, GreenHub staff was strengthened in the fields of structure, organizational operations and the capacity to design and develop nature conservation projects.

- Enhancing competence in strategic organization planning and implementing to establish and develop the organization was prioritized. This stage is imperative to effectively initiate a systematized organization and sustainably innovate for it to grow.
- The staff participating in the project were the key officers of GreenHub, which therefore ensured the sustainability to build the organization in accordance with its mission.
- Through the project, GreenHub's staff enhanced their capacity in designing and developing nature conservation projects that are suitable to Vietnam's economic and political conditions.

- During the operation process, new personnel were exposed to the documents produced by this project from which they acquired information about the organization's strategy. This allowed them to understand the organization's approach and implement our targeted strategic activities.

Challenges in maintaining or replicating the project's outcome

Vietnam currently has several nature reserves and special-use areas including:

- 33 national parks
- 59 natural reserve areas
- 13 species conservation areas
- 9 biosphere reserves
- 54 landscape protection zones

Conservation planning for nature reserves often faces budget constraints, as the Vietnamese economy currently focuses on economic development. In addition, the conservation planning also confronts difficulties in human resources and the inconsistency of hierarchical managing system.

This has resulted in administrative staff being hesitant when it comes to executing the ultimate program for the protected areas, despite of its completely initiated strategy.

Safeguards

10. If not listed as a separate Project Component and described above, summarize the implementation of any required action related to social or environmental safeguards that your project may have triggered.

Not Applicable - No safeguards were triggered by this project

Additional Funding

11. 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

a. Total additional funding (US\$): \$730,000 +

b. Type of funding

Donor	Type of Funding*	Amount	Notes
DIG - Development Innovation Group	B	245.406 USD	Moving toward Model Cities for Waste Management in Coastal Northeast Vietnam

The Coca Cola Fudation	B	373.399 USD	Building a “Plastic Action Network” and Linkages with Government, local businesses, Youth and Women to Reduce-Reuse-Recycle (3Rs) Plastic Waste in Vietnam.
Pacific Environment	B	20.000 USD	Building Vietnam’s Zero Waste Movement Through Coastal Strongholds
Oxfam Novib	B	95.000 EUR ~105.144 USD	Enterprises for development project – phase 2- strengthening impact-driven smes in agriculture value chains in vietnam

* 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)*

Additional Comments/Recommendations

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

We hope to have more chances to exchange information and lesson learned with other CEPF grantees.

PART IV: Impact at Portfolio and Global Level

CEPF requires that each grantee report on impact at the end of the project. The purpose of this report is to collect data that will contribute to CEPF’s portfolio and global indicators. CEPF will aggregate the data that you submit with data from other grantees, to determine the overall impact of CEPF investment. CEPF’s aggregated results will be reported on in our annual report and other communications materials.

Ensure that the information provided pertains to the entire project, from start date to project end date.

Contribution to Portfolio Indicators

13. If CEPF assigned one or more Portfolio Indicators to your project during the full proposal preparation phase, please list these below and report on the project’s contribution(s) to them.

Indicator	Narrative
n/a	

Contribution to Global Indicators

Please report on all Global Indicators (sections 14 to 21 below) that pertain to your project.

14. Key Biodiversity Area Management

Number of hectares of Key Biodiversity Areas (KBA) with improved management

Please report on the number of hectares in KBAs with improved management, as a result of CEPF investment. Examples of improved management include, but are not restricted to: increased patrolling, reduced intensity of snaring, invasive species eradication, reduced incidence of fire, and introduction of sustainable agricultural/fisheries practices. Do not record the entire area covered by the project - only record the number of hectares that have improved management.

If you have recorded part or all of a KBA as newly protected for the indicator entitled “protected areas” (section 17 below), and you have also improved its management, you should record the relevant number of hectares for both this indicator and the “protected areas” indicator.

Name of KBA	# of Hectares with strengthened management *	Is the KBA Not protected, Partially protected or Fully protected? Please select one: NP/PP/FP

** Do not count the same hectares more than once. For example, if 500 hectares were improved due to implementation of a fire management regime in the first year, and 200 of these same 500 hectares were improved due to invasive species removal in the second year, the total number of hectares with improved management would be 500.*

15. Protected Areas

Number of hectares of protected areas created and/or expanded

Report on the number of hectares of protected areas that have been created or expanded as a result of CEPF investment.

Name of PA*	Country(s)	# of Hectares	Year of legal declaration or expansion	Longitude**	Latitude**

** If possible please provide a shape file of the protected area to CEPF.*

*** Indicate the latitude and longitude of the center of the site, to the extent possible, or send a map or shapefile to CEPF. Give geographic coordinates in decimal degrees; latitudes in the Southern Hemisphere and longitudes in the Western Hemisphere should be denoted with a minus sign (example: Latitude 38.123456 Longitude: -77.123456).*

16. Production landscape

Please report on the number of hectares of production landscapes with strengthened biodiversity management, as a result of CEPF investment. A production landscape is defined as a landscape where agriculture, forestry or natural product exploitation occurs. Production landscapes may include KBAs, and therefore hectares counted under the indicator entitled “KBA Management” may also be counted here. Examples of interventions include: best practices and guidelines implemented, incentive schemes introduced, sites/products certified and sustainable harvesting regulations introduced.

Number of hectares of production landscapes with strengthened biodiversity management.

Name of Production Landscape*	# of Hectares**	Latitude***	Longitude***	Description of Intervention

** If the production landscape does not have a name, provide a brief descriptive name for the landscape.*

***Do not count the same hectares more than once. For example, if 500 hectares were strengthened due to certification in the first year, and 200 of these same 500 hectares were strengthened due to new harvesting regulations in the second year, the total number of hectares strengthened to date would be 500.*

*** Indicate the latitude and longitude of the center of the site, to the extent possible, or send a map or shapefile to CEPF. Give geographic coordinates in decimal degrees; latitudes in the Southern Hemisphere and longitudes in the Western Hemisphere should be denoted with a minus sign (example: Latitude 38.123456 Longitude: -77.123456).

17. Beneficiaries

CEPF wants to record two types of benefits that are likely to be received by individuals: formal training and increased income. Please report on the number of men and women that have benefited from formal training (such as financial management, beekeeping, horticulture) and/or increased income (such as tourism, agriculture, medicinal plant harvest/production, fisheries, handicraft production) as a result of CEPF investment. Please provide results since the start of your project to project completion.

17a. Number of men and women benefitting from formal training.

# of men benefiting from formal training*	# of women benefiting from formal training*
30	50

**Please do not count the same person more than once. For example, if 5 men benefited from training in beekeeping, and 3 of these also benefited from training in project management, the total number of men who benefited should be 5.*

17b. Number of men and women benefitting from increased income.

# of men benefiting from increased income*	# of women benefiting from increased income*

**Please do not count the same person more than once. For example, if 5 men benefited from increased income due to tourism, and 3 of these also benefited from increased income due to handicrafts, the total number of men who benefited should be 5.*

17c. Total number of beneficiaries - Combined

Report on the total number of women and the number of men that have benefited from formal training and increased income since the start of your project to project completion.

Total # of men benefiting*	Total # of women benefiting*
30	50

**Do not count the same person more than once. For example, if Paul was trained in financial management and he also benefited from tourism income, the total number of people benefiting from the project should be 1 = Paul.*

18. Benefits to Communities

CEPF wants to record the benefits received by communities, which can differ to those received by individuals because the benefits are available to a group. CEPF also wants to record, to the extent possible, the number of people within each community who are benefiting. Please report on the characteristics of the communities, the type of benefits that have been received during the project, and the number of men/boys and women/girls from these communities that have benefited, as a result of CEPF investment. If exact numbers are not known, please provide an estimate.

18a. Please provide information for all communities that have benefited from project start to project completion.

Name of Community	Community Characteristics (mark with x)							Type of Benefit (mark with x)								# of Beneficiaries		
	Subsistence economy	Small landowners	Indigenous/ ethnic peoples	Pastoralists / nomadic peoples	Recent migrants	Urban communities	Other*	Increased access to clean water	Increased food security	Increased access to energy	Increased access to public services (e.g. health care, education)	Increased resilience to climate change	Improved land tenure	Improved recognition of traditional knowledge	Improved representation and decision-making in governance forums/structures	Improved access to ecosystem services	# of men and boys benefiting	# of women and girls benefiting

*If you marked "Other" to describe the community characteristic, please explain:

18b. Geolocation of each community

Indicate the latitude and longitude of the center of the community, to the extent possible, or upload a map or shapefile. Give geographic coordinates in decimal degrees; latitudes in the Southern Hemisphere and longitudes in the Western Hemisphere should be denoted with a minus sign (example: Latitude 38.123456 Longitude: -77.123456).

Name of Community	Latitude	Longitude

19. Policies, Laws and Regulations

Please report on change in the number of legally binding laws, regulations, and policies with conservation provisions that have been enacted or amended, as a result of CEPF investment. “Laws and regulations” pertain to official rules or orders, prescribed by authority. Any law, regulation, decree or order is eligible to be included. “Policies” that are adopted or pursued by a government, including a sector or faction of government, are eligible.

19a. Name, scope and topic of the policy, law or regulation

No.	Name of Law, Policy or Regulation	Scope (mark with x)			Topic(s) addressed (mark with x)														
		Local	National	Regional/International	Agriculture	Climate	Ecosystem Management	Education	Energy	Fisheries	Forestry	Mining and Quarrying	Planning/Zoning	Pollution	Protected Areas	Species Protection	Tourism	Transportation	Wildlife Trade
1																			
2																			

19b. For each law, policy or regulation listed above, please provide the requested information in accordance with its assigned number.

No.	Country(s)	Date enacted/ amended MM/DD/YYYY	Expected impact	Action that you performed to achieve this change
1				
2				

20. Best Management Practices

Please describe any new management practices that your project has developed and tested as a result of CEPF investment, that have been proven to be successful. A best practice is a method or technique that has consistently shown results superior to those achieved with other means.

No.	Short title/ topic of the best management practice	Description of best management practice and its use during the project
1		
2		

21. Networks & Partnerships

Please report on any new networks or partnerships between civil society groups and across to other sectors that you have established as a result of CEPF investment. Networks/partnerships should have some lasting benefit beyond immediate project implementation. Informal networks/partnerships are acceptable even if they do not have a Memorandum of Understanding or other type of validation. Examples of networks/partnerships include: an alliance of fisherfolk to promote sustainable fisheries practices, a network of environmental journalists, a partnership between one or more NGOs with one or more private sector partners to improve biodiversity management on private lands, a working group focusing on reptile conservation. Please do not use this tab to list the partners in your project, unless some or all of them are part of such a network / partnership described above.

No.	Name of Network/ Partnership	Year established	Country(s) covered	Purpose
1				
2				

Part V. 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.

Please include your full contact details below:

Name: Tran Thi Hoa
Organization: Centre for Supporting Green Development (GreenHub)
Mailing address: MPI Building, #1008, lane 7 Ton That Thuyet, Hanoi, Vietnam
Telephone number: +84 946228351
E-mail address: hoa.tran@greenhub.org.vn