

SECTION E. INPUTS

The project consists of ten participating countries, with distinct participating institutions within each country, and a regional coordination component. This section provides details for the Government contribution in kind, and the donor inputs (GEF/UNDP and USAID/IUCN ROSA) broken down by field of activity.

1. National Government inputs to the project

There are three major forms of input, each in kind.

- (a) Counterpart staff
- (b) Office accommodation
- (c) Administrative support

(a) Counterpart staff include professional (administrative, managerial and scientific) and support personnel. Most staff will already be in service and will make part-time contributions to the project.

The main overall decision-making body guiding the project is the Steering Committee. The Steering Committee comprises a member of the national/university herbarium in each participating country, as well as *ex-officio* members outside the Project Coordinator's office, each acting on the committee in a part-time capacity. The Steering Committee is supported by the Project Coordinator, seconded by the Executing Agency, the National Botanical Institute (South Africa), for the full duration of the project. The National Working Groups set up in each participating country are chaired by the lead herbarium (national or university) in each country. Each member of the National Working Group participates in the working group on a part-time capacity. Financial administration, both at the level of the participating institutions and the Finance Department of the National Botanical Institute, is carried out on a part-time basis. Training conducted by personnel working in participating institutions will also be done in a part-time capacity, and, where transport between countries is not involved, will be considered an in kind contribution, with no reimbursement to the individuals from the project.

(b) The National Botanical Institute has made four offices available in the National Herbarium, South Africa - three for the Project Coordinator's office personnel - Project Coordinator, Administrative Assistant and Financial Officer - and an office in the Data Management section of the National Herbarium for the Computer Programmer. Each participating institution will make available suitable office accommodation for participating project staff, both in herbaria and botanic gardens. This includes: office cleaning, maintenance, parking space, utilities (electricity, water) and communications.



Figure 52. Velcich House, Pretoria National Botanical Garden, South Africa. This venue is used to accommodate participants during SABONET training courses held at South Africa's National Herbarium.

The National Botanical Institute will also provide training facilities and accommodation for courses and workshops held at the National Herbarium in Pretoria, South Africa. This includes lecture halls, audio-visual equipment, as well as accommodation in the Pretoria National Botanical Garden. Accommodation in the botanic garden is in the form of a 12-room double-storey house providing 12 separate fully-furnished rooms, each with a desk, desk lamp, cupboard space and a bed, bathrooms, dining room, verandah, a fully-furnished kitchen (stove, fridge, cutlery *inter alia*) and a washing machine and tumble dryer. The house also has an air-conditioned training room that can be used for lectures and workshops.

(c) Participating institutions will provide administrative support personnel to assist in the execution of the project at a national level. This will include the provision of secretarial support and assistance as well as the necessary office space and equipment for national working group meetings, visiting consultants and project personnel. Governments will assist in the clearances of project staff, plant material and equipment moving between countries within the region. Participating institutions will also provide suitable skilled operators/drivers for relevant equipment/vehicles and ensure that such equipment is used for project purposes in accordance with UN regulations. Support will also be provided by the participating institutions in the arrangements for Steering Committee meetings, country missions, training courses, workshops and collaborative collecting expeditions held in the host country. A national contribution budget is given in the budget section below.

2. USAID/IUCN ROSA

The funds from USAID/IUCN ROSA will be used to support all project activities in both Angola and Namibia, up until such time as these countries have ratified the CBD and are eligible for financial support from the GEF/UNDP. In addition funds from USAID/IUCN ROSA for the period 1 October 1995-30 September 1998 will be used to support the following:

Herbarium Research Officers	US\$ 208,800
Salary and benefits	
Travel costs	
Subsistence	
Herbarium Technical Assistants	US\$ 52,800
Salary and benefits	
Travel costs	
Subsistence	
Equipment	US\$ 35,000
Computers and peripherals	
Coordination and Training	US\$ 120,000
Regional meetings	
Travel costs	
Coordinator's office expenses	
Training courses	
Miscellaneous	US\$ 30,400
Teaching materials	
Transport for field trips	
Steering Committee meetings	
Planning workshops	
Total	US\$ 447,000

Funds from USAID/IUCN ROSA will be used to support the project in the interim period between Preparatory Assistance (PA) funding support from GEF/UNDP and the remainder of the project funds from GEF/UNDP becoming available for use in the project.

3. Global Environment Facility

Personnel

US\$ 2,824,174

- National experts and consultants
 - ž National experts and consultants will be used to arrange collaborative collecting expeditions, analyse data in preparation for publications
- Personnel in Project Coordinator's office: administrative assistant, financial officer, temporary administrative support
 - ž Administrative assistant: US\$ 1,152.00 per month for 57 months
 - ž Financial officer: US\$ 1,152.00 per month for 54 months
 - ž Temporary administrative support: 6 months @ 2,174.00 per month
1997-2001: US\$ 1,087.00 per month for 54 months
- HQ monitoring missions, evaluations, Steering Committee meetings, country visits within the region
 - ž HQ Monitoring Missions: 1997-2000, 4 missions @ US\$ 5,000.00 per mission
 - ž Tripartite evaluation: 2 Evaluations @ US\$ 12,000.00 per evaluation
 - ž Mid-term evaluation: April 1999 @ US\$ 30,000.00
 - ž Terminal evaluation: May 2001 @ US\$ 30,000.00
 - ž Steering Committee meetings: 10 meetings @ US\$10,000.00 per meeting
 - ž Country visits within the region: 1996: US\$ 1,630.00 per month for 6 months
1997-2001: US\$ 2,174.00 per month for 54 months
- Workshops
 - ž 9 workshops @ US\$ 8,261.00 per workshop
- Professional personnel including Project Coordinator, computer programmer, herbarium research officers, herbarium technical assistants and horticulturists
 - ž Project Coordinator: US\$ 2,891.00 per month for 60 months
 - ž Computer Programmer: US\$ 2,174.00 per month for 54 months
 - ž Herbarium Research Officers: from March 1998; 33 full-time staff *phased in* over the period March 1998 to June 2001 @ US\$ 725.00 each per month
 - ž Herbarium Technical Assistants: from March 1998; 39 full-time staff *phased in* over the period March 1998 to June 2001 @ US\$ 362.00 each per month
 - ž Horticulturists: from January 1998; 10 full-time staff @ US\$ 725.00 per month

Training

US\$ 404,130

- Full-time in-service training for BSc Honours, MSc and/or PhD studies 14 students, 1998-2001 @ US\$ 217.39 each per month for 42 months
- In-service training for herbarium research officers, technical assistants, horticulturists and data capturers (for more information on courses, see Annex 3)
 - Herbarium management courses
 - Botanical Gardens management courses
 - Additional courses

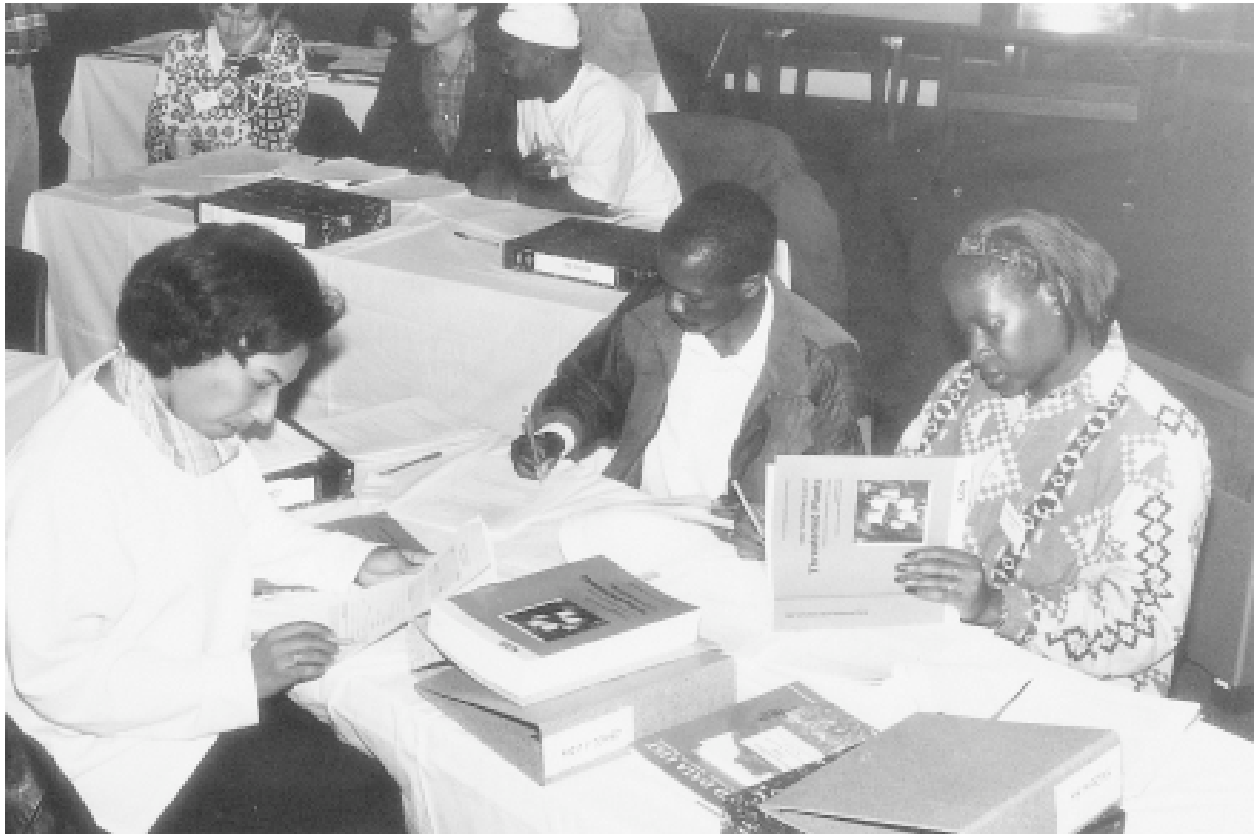


Figure 53. Samira Izidine (Mozambique)(left), André Dombo and Teresa Martins (Angola) attending the Threatened Plants training course held in South Africa, June 1998 (Photo: A. Romanowski).

Courses will be budgeted for as follows (based on 12 participants per course):

5 days: US\$ 8,261.00 per course

10 days: US\$ 12,174.00 per course

20 days: US\$ 20,000.00 per course

° Collaborative field collecting expeditions

4 Field collecting expeditions @ US\$ 20,326.00 per expedition



Figure 54. Field camp set up during the Aquatic Plants training course held at Mboma Island, Moremi Game Reserve, Okavango Delta, Botswana, in March/April 1998.



Figure 55. Drying papers from plant presses during the Aquatic Plants training course held in Botswana, March/April 1998.

Equipment and Supplies

US\$ 1,220,466

- Expendable equipment and materials for project operation
- Vehicles
 - ž Equivalent of ten 4-wheel drive, double cab vehicles @ US\$ 30,435.00 per unit, used for nine weeks field work transport per annum with a hired 4-wheel drive vehicle (for each country)
- Computers, printers, software and associated office equipment for data storage and analysis
 - ž Computers, printers and software:
 - 1996 1 Pentium Notebook and printer @ US\$ 3,913.00
 - 1997 10 units @ US\$ 3,260.90 per unit
 - 1998 10 units @ US\$ 3,260.90 per unit
 - 1999 10 units @ US\$ 3,260.90 per unit
 - 2000 5 units @ US\$ 3,260.90 per unit



Figure 56. Prof. Nagendran working on the computer donated as part of the NETCAB programme to the National University of Lesotho's Herbarium (ROML) in December 1996 (Photo: K. Sadanand).

- Geographic positioning systems (GPS) for accurate site localities
 - ž 1996: 10 purchased @ US\$ 587.00 per unit
 - 1997: 10 purchased @ US\$ 587.00 per unit
- Freezers, cabinets, microscopes, and microwave ovens for use in herbaria
 - ž Freezers: 1997: 10 units @ US\$ 652.20 per unit
 - 1998: 10 units @ US\$ 652.20 per unit
 - Microscopes: 1997: 10 units @ US\$ 3,260.90 per unit
 - 1998: 10 units @ US\$ 3,260.90 per unit
 - Microwave Ovens: 1997: 10 units @ US\$ 434.80 per unit
 - Herbarium cabinets: 1997: 50 cabinets @ US\$ 217.39 per unit
 - 1998: 50 cabinets @ US\$ 217.39 per unit
 - 1999: 50 cabinets @ US\$ 217.39 per unit



Figure 57. *Many herbaria in southern Africa, with their associated specimens, have been neglected for many years (Photo: K. Sadanand).*

Miscellaneous

US\$ 207,230

- ° Miscellaneous reporting costs
 - ž Terminal Report: US\$ 1,500.00
 - ž Technical Reports:
 - SABONET News* (Project newsletter) US\$ 652.00 per issue
 - SABONET Report Series* US\$ 3,043.00 per issue

SECTION F. RISKS

The project depends to a large degree on the infrastructural and institutional support in the various participating countries. Should this support deteriorate, for whatever reason, it may prove difficult to achieve many of the anticipated outputs on a regional level. There is also an element of risk in achieving the integration and coordination goals of the project, both at a national and regional level. The role of the Coordinator will be crucial in this regard in overall coordination, and the National Working Groups similarly on a national level.

Past experience shows that, as a result of the extreme scarcity of technically qualified and within-country trained specialists on biodiversity in southern Africa, the project trainees become prime targets for agencies recruiting such expertise for EIAs, ecotourism projects, and consultancies, amongst others. Paradoxically, the problem will not be one of ensuring long term employment for the trainees, but rather of retaining them within the botanical diversity institutions, and within the region. This risk is not a reason for stopping the project but is rather a challenge to the participating institutions to devise ways in which their staff can contribute to such exercises from within their institutions, so retaining and building the institutional expertise, as well as enhancing the financial viability of these institutions and thus also the sustainability of project benefits.

Angola and Namibia might be delayed in ratification of the CBD. Should this be the case, funding from other sources will be sought.

SECTION G. PRIOR OBLIGATIONS AND PREREQUISITES

G.1 Prior Obligations

Ratification of the CBD is a pre-condition for GEF/UNDP assistance. The CBD must be ratified by the governments of Angola and Namibia before GEF/UNDP funds can be used in these countries.

G.2 Prerequisites

No actions or inputs from governments or NGOs involved in this project are considered necessary as prerequisites. The signatures of governments to this document indicate their agreement to provide the counterpart support, including the provision of appropriate office space, required for project implementation.

SECTION H. PROJECT REVIEW, REPORTING AND EVALUATION

(a) The project will be subject to tripartite review (joint review by representatives of the Government, executing agency and UNDP) at least once every 12 months, the first such meeting to be held within the first 12 months of the start of full implementation. The regional Project Coordinator and/or senior project officer of the United Nations executing agency, supported by the National Working Groups, shall prepare and submit to each tripartite review meeting an Annual Programme/Project Report (APR). Additional APRs may be requested, if necessary, during the project.

(b) A project terminal report will be prepared for consideration at the terminal tripartite review meeting. It shall be prepared in draft sufficiently in advance to allow review and technical clearance by the executing agency at least four months prior to the terminal tripartite review. The assignment of responsibility for the preparation of a terminal report will be reflected in subsequent revisions of the Project Document.

The project shall be subject to evaluation 12 months after the start of full implementation (three months prior to the scheduled termination). The organisation, terms of reference and timing will be decided after consultation between the parties to the Project Document, plus any associated United Nations agency.

A time schedule of reviews, reports and evaluations is attached as Annex 2.

SECTION I. LEGAL CONTEXT

This Project Document shall be the instrument referred to as such in Article 1 of the Standard Basic Assistance Agreement between the individual Governments and the United Nations Development Programme, signed by the parties on the dates mentioned below:

COUNTRY	DATE OF SIGNATURE	EFFECTIVE DATE
<i>Angola</i>	<i>18 February 1977</i>	<i>18 February 1977</i>
<i>Botswana</i>	<i>14 May 1975</i>	<i>14 May 1975</i>
<i>Lesotho</i>	<i>31 December 1974</i>	<i>17 December 1976</i>
<i>Malawi</i>	<i>15 July 1977</i>	<i>15 July 1977</i>
<i>Mozambique</i>	<i>15 September 1976</i>	<i>15 September 1976</i>

<i>Namibia</i>	<i>22 March 1990</i>	<i>22 March 1990</i>
<i>South Africa</i>	<i>3 October 1994</i>	<i>3 October 1994</i>
<i>Swaziland</i>	<i>28 October 1977</i>	<i>28 October 1977</i>
<i>Zambia</i>	<i>14 October 1983</i>	<i>14 October 1983</i>
<i>Zimbabwe</i>	<i>27 May 1980</i>	<i>27 May 1980</i>

The host country implementing agency shall, for the purpose of the Standard Basic Assistance Agreement, refer to the government co-operating agency described in that Agreement.

The following types of revisions may be made to this Project Document with the signature of the UNDP only, provided the UNDP is assured that the other signatories of the Project Document have no objections to the proposed changes:

- (a) Revisions in, or addition of, any of the annexes of the Project Document;
- (b) Revisions which do not involve significant changes in the immediate objectives, outputs or activities of the project, but are caused by the rearrangement of inputs already agreed to or by cost increases due to inflation; and
- (c) Mandatory annual revisions which rephrase the delivery of agreed project inputs, or reflect increased expert or other costs due to inflation, or take into account agency expenditure flexibility.

SECTION J. BUDGET

See Project Budget covering the UNDP contribution overleaf. The 'in kind' national government inputs to the project are listed in Annex 11.



Lithops naureeniae (Mesembryanthemaceae) drawn by Gillian Condy.
From *List of Southern African succulent plants* (Smith et al. 1997).

**REVISED BUDGET COVERING UNDP CONTRIBUTION
SUMMARY (US Dollars)**

Project Title:

**Inventory, Evaluation and Monitoring of Botanical Diversity in Southern Africa:
A Regional Capacity and Institution Building Network (SABONET)**

Project Number: RAF/97/G33/A/1G/99

B/L	Description	1998	1999	2000	2001	2002	TOTAL
13.00	Administrative Support Personnel						
13.01	Administrative Assistant	16,470.00	12,182.00	12,826.00	13,826.00	6,913.00	62,217.00
13.02	Financial Assistant	13,826.00	14,826.00	12,826.00	13,826.00	6,913.00	62,217.00
13.03	Temporary administrative support	4,000.00	22,088.00	13,043.00	13,043.00	6,522.00	58,696.00
13.99	Sub-total: Administrative support	34,296.00	49,096.00	38,695.00	40,695.00	20,348.00	183,130.00
16.00	Mission Costs						
16.01	HQ Monitoring mission		5,000.00	5,000.00	5,000.00	5,000.00	20,000.00
16.02	Tripartite Evaluation		12,000.00		12,000.00		24,000.00
16.03	Mid-term Evaluation			30,000.00			30,000.00
16.04	Terminal Evaluation					30,000.00	30,000.00
16.05	Sabonet Steering Committee	45,000.00	15,000.00	20,000.00	10,000.00		90,000.00
16.06	Country visits within the region	19,665.00	26,087.00	26,087.00	32,509.00	13,043.00	117,391.00
16.07	Workshops	2,000.00	31,043.00	16,522.00	16,522.00		66,087.00
16.99	Sub-total: Mission costs	66,665.00	89,130.00	97,609.00	76,031.00	48,043.00	377,478.00
17.00	NPPP						
17.01	Project Coordinator	69,392.00	34,696.00	34,696.00	13,346.00	4,000.00	156,130.00
17.02	Computer programmer	5,000.00	26,087.00	53,695.00	26,087.00	6,522.00	117,391.00
17.03	Herbarium Research Officers	20,000.00	254,565.00	243,391.00	286,957.00	71,739.00	876,652.00
17.04	Herbarium technical assistants	20,000.00	94,782.00	130,435.00	169,565.00	42,392.00	457,174.00
17.05	Horticulturists		108,585.00	86,870.00	86,870.00	21,718.00	304,043.00
17.06	National Experts	7,000.00	51,695.00	26,087.00	26,087.00	6,522.00	117,391.00
17.07	National Consultants		117,391.00	52,174.00	52,174.00	13,044.00	234,783.00
17.99	Sub-total: NPPP	121,392.00	687,801.00	627,348.00	661,086.00	165,937.00	2,263,564.00
19.00	Personnel component total	222,353.00	826,027.00	763,652.00	777,812.00	234,328.00	2,824,172.00
33.00	IN-SERVICE TRAINING						
33.01	Herbarium Management Courses	73,640.00	40,435.00	37,882.00			151,957.00
33.02	Botanical Gardens Management Courses		12,174.00	18,698.00	12,174.00		43,046.00
33.03	Field collecting expeditions	6,000.00	34,652.00	20,326.00	20,326.00		81,304.00
33.04	MSc and PhD studies		45,651.00	36,522.00	36,522.00	9,131.00	127,826.00
33.99	Sub-total: In service training	79,640.00	132,912.00	113,428.00	69,022.00	9,131.00	404,133.00
39.00	Training component total	79,640.00	132,912.00	113,428.00	69,022.00	9,131.00	404,133.00
40.00	EQUIPMENT						
41.00	Expendable equipment						
41.01	National herbaria	40,000.00	106,739.00	65,217.00	65,217.00	16,305.00	293,478.00
41.02	Coordinator's office	26,087.00	13,043.00	6,522.00	9,783.00	3,261.00	58,696.00
41.99	Sub-total: Equipment	66,087.00	119,782.00	71,739.00	75,000.00	19,566.00	352,174.00
42.00	Non-expendable equipment						
42.01	Computers and peripherals	44,609.00	32,609.00	20,609.00	16,303.00		114,130.00
42.02	Geographic Positioning Systems	5,870.00					5,870.00
42.03	Freezers	6,522.00	6,521.00				13,043.00
42.04	Microscopes	32,609.00	32,608.00				65,217.00
42.05	Microwave ovens	4,348.00					4,348.00
42.06	Herbarium cabinets	10,870.00	10,870.00	10,869.00			32,609.00
42.07	Vehicles	304,348.00					304,348.00
42.99	Sub-total: Non-expendable Equipment	409,176.00	82,608.00	31,478.00	16,303.00	-	539,565.00
45.00	Operation and Maintenance of equipment						
45.01	Vehicles		58,695.00	52,174.00	52,174.00	9,783.00	172,826.00
45.02	Other equipment	31,304.00	38,820.00	39,130.00	39,130.00	7,516.00	155,900.00
45.99	Sub-total	31,304.00	97,515.00	91,304.00	91,304.00	17,299.00	328,726.00
49.00	Equipment Component Total	506,567.00	299,905.00	194,521.00	182,607.00	36,865.00	1,220,465.00
50.00	MISCELLANEOUS						
52.00	Reporting Costs						
52.01	Terminal reports			1,500.00			1,500.00
52.02	Technical reports	29,566.00	8,696.00	8,696.00	7,390.00		54,348.00
52.99	Sub-total	29,566.00	8,696.00	10,196.00	7,390.00	-	55,848.00
53.00	Sundries	14,144.00					14,144.00
54.00	Support costs						
54.01	UNDP country offices (3% pro rata)	25,297.00	38,245.00	32,624.00	33,226.00	7,846.00	137,238.00
59.00	Miscellaneous Component Total	69,007.00	46,941.00	42,820.00	40,616.00	7,846.00	207,230.00
99.00	GRAND TOTAL	877,567.00	1,305,785.00	1,114,421.00	1,070,057.00	288,170.00	4,656,000.00

SECTION K. ANNEXES

ANNEX 1. *Workplan*

1996	
March	First Steering Committee Meeting, Pretoria, South Africa (5-6 March) USAID/IUCN ROSA co-funding support (USD447 000) provided via the NETCAB Programme Phase 1 (1 October 1995 - 30 September 1998)
April	SABONET's Quarterly Financial Statement and Advance Request submitted to NETCAB (15 April)
May	
June	Project Coordinator appointed and assumes duty, National Herbarium, Pretoria, South Africa (1 June) Coordinator attended the Southern African Herbarium Working Group meeting, Natal Herbarium, Durban, South Africa (6-7 June) Temporary assistant appointed to the Coordinator's office (19 June - 4 October) Meeting with NETCAB Programme Manager, National Herbarium, South Africa (21 June)
July	Coordinator and GF Smith visited National Herbarium, Windhoek, Namibia (3-5 July) Coordinator and GF Smith visited Swaziland National Herbarium and Malolotja Nature Reserve, Swaziland (8-10 July); new acronym obtained from Pat Holmgren (New York) for the National Herbarium of Swaziland (SDNH) Coordinator, BJ Huntley and GF Smith visited National Herbarium of Malawi, Zomba, Malawi (16-18 July) SABONET's Quarterly Financial Statement and Advance Request submitted to NETCAB (15 July) Specimen Database Workshop, Pretoria, South Africa (22-23 July) Training Course Planning Workshop, Pretoria, South Africa (24-26 July) Coordinator, BJ Huntley and GF Smith visited herbaria in Gaborone, Botswana (30 July - 1 August); new acronym obtained from Pat Holmgren (New York) for the Peter Smith Herbarium, Maun (PSUB)
August	Coordinator, BJ Huntley and GF Smith visited the National Herbarium and Botanic Garden, Harare, Zimbabwe (14-16 August) SABONET's Semi-Annual Workplan submitted to NETCAB Programme Manager (23 August) <i>SABONET News</i> Vol.1 No.1 (30 August) 1st edition, 8 pp.
September	Second Steering Committee Meeting, Cape Town, South Africa (19-20 September)
October	Administrative assistant, Mrs Mmabatho Phuduhudu, appointed in Coordinators office (1 October) Data capturer employed to put Lebrun & Stork (<i>Tropical African Flora</i> , 1991) (Volumes I and II) data into the PRECIS Specimen Database Coordinator and GF Smith visited herbaria in Roma and Maseru, Lesotho (1-3 October) Preparation of the GEF Project Document NETCAB Financial Advance Request & Financial Statement (July-September) submitted (15 October) NETCAB Semi-Annual Progress & Assessment Report submitted (28 October) Coordinator and BJ Huntley attended a GEF Project Development Workshop, Pretoria, South Africa (30 October)
November	Data capturer employed to put Lebrun & Stork (<i>Tropical African Flora</i> , 1991) (Volumes I and II) data into Specimen Database First Herbarium Management and Plant Conservation training course, National Herbarium, South Africa (five weeks, 4 November - 6 December)
December	Computer equipment purchased through the NETCAB Programme and sent per courier to participating countries, excluding Namibia (6 December)

1997	
January	Draft GEF Project Document prepared and submitted to UNDP & countries for comment (3 January) Coordinator to attend the NETCAB Sub-grantees & Steering Committee meetings, Harare, Zimbabwe <i>SABONET News</i> Vol.1 No.2 (25 January) 2nd edition, 16 pp. Survey of southern African Botanic Gardens (Malawi (Lilongwe, Zomba), Zimbabwe) NETCAB Financial Advance Request & Financial Statement submitted (15 January) Prepare Agenda for SSC3, courier documentation to participants
February	3rd SSC meeting, Harare, Zimbabwe (5 February) SSC members attend XVth AETFAT Congress (3-7 February), University of Zimbabwe, Harare 4th Semi-Annual Workplan (1 April-30 September) submitted to NETCAB (21 February) Country visit by Coordinator, GF Smith and Chairman to Mozambique (25-27 February)
March	<i>Southern African National Herbaria: Status Reports, 1996</i> published as <i>SABONET Report Series</i> No.1, 59 pp. Report entitled <i>SABONET Accomplishments and their significance</i> submitted to USAID/RCSA office for inclusion in their annual report to USAID, Washington, USA (13 March) National Grass Identification training course, Windhoek, Namibia (3-7 March) National PRECIS Specimen Database training course, National Herbarium, Windhoek, Namibia (11-13 March) Coordinator to attend the NETCAB Sub-grantees meeting, Harare, Zimbabwe (13-14 March) Country visit by Coordinator, GF Smith and Chairman to Zambia (24-26 March)
April	<i>SABONET News</i> Vol.2 No.1 (30 April) 3rd edition, pages 1-44 Computer purchased for Peter Smith Herbarium (PSUB), Harry Oppenheimer Okavango Research Centre, Maun, Botswana NETCAB Financial Advance Request & Financial Statement submitted (15 April) NETCAB Semi-Annual Progress & Assessment Report submitted (28 April)
May	First meeting of southern African Plant Database Managers (South Africa) (19-30 May) Administrative assistant attached to the Coordinator's office resigns
June	Country visit by Coordinator and Chairman to Namibia and Angola (Luanda, Lubango) (4-14 June); new acronym obtained from Pat Holmgren (New York) for the Lubango Herbarium, Angola (LUBA)
July	Coordinator to make presentation on SABONET to the NBI Research Advisory Committee (17 July) NETCAB Financial Advance Request & Financial Statement submitted (10 July) Coordinator to make presentation on SABONET to staff of Kirstenbosch Research Centre, NBI, Cape Town (30 July)
August	<i>SABONET News</i> Vol.2 No.2 (29 August) 4th edition, pages 45-80 Second Herbarium Management training course, National Herbarium, South Africa (three weeks)(4-22 August) SABONET Financial Officer, Ms Carina Haasbroek, assumes duty in the Coordinator's Office (1 August) Interim Semi-Annual Progress and Assessment Report submitted to NETCAB (15 August) 5th Semi-Annual Workplan (1 October 1997 - 31 March 1998) submitted to NETCAB (22 August) Prepare Agenda for SSC4, courier documentation to participants
September	Coordinator to attend the Annual Southern African Herbarium Working Group meeting held at the Albany Museum, Grahamstown, South Africa (10-11 September) SABONET Project Document approved and endorsed by the GEF CEO (Washington, USA) 4th SSC meeting (29 September, Ku Chawe Inn, Zomba, Malawi) <i>Index herbariorum: southern African supplement</i> published as <i>SABONET Report Series</i> No.2, 55 pp. G Hughes (Director: Finance, NBI) and Ms C Haasbroek to attend a One-Day Workshop on the Financial Administration of the NETCAB Programme, Harare, Zimbabwe (11 September) Financial statement submitted to UNDP Resident Representative
October	SABONET's Monitoring and Evaluation Plan to be submitted to NETCAB (6 October) NETCAB Semi-Annual Progress & Assessment Report submitted (23 October) NETCAB Financial Advance Request & Financial Statement submitted (10 October) GF Smith and Coordinator to initiate the expansion and updating of the <i>Index herbariorum: southern African supplement</i> , and include those herbaria not included in the first edition
November	Botanical Nomenclature and Pteridophyte Identification Training Course, Zomba, Malawi (10-18 November) Preparation and mailing of Plant Taxonomic Expertise Questionnaire Progress and Assessment Report submitted to NETCAB (24 November) Coordinator to initiate the preparation of a <i>Bibliography of Plant Conservation in southern Africa</i>
December	<i>SABONET News</i> Vol.2 No.3 (15 December) 5th edition, pages 81-131 Grass Identification Course, Roma, Lesotho (7-12 December)

1998	
January	NETCAB Financial Advance Request & Financial Statement submitted (10 January) Coordinator to attend the South African Association of Botanists (SAAB) 24th Annual Congress at the University of Cape Town, South Africa (12-16 January) SABONET Project Document signed by Prof. Brian Huntley (Chairman, SSC) and Mr David Whaley (UNDP-SA Resident Representative) at Department of Environmental Affairs and Tourism, Pretoria, South Africa (20 January)
February	Coordinator to attend the International Workshop entitled "Removing the Taxonomic Impediment" in Darwin, Australia (3-5 February) Coordinator to give presentations on SABONET at the Australian National Botanic Gardens (Canberra, ACT) and the Western Australian Herbarium (Perth, Western Australia) NETCAB Mid-term Evaluation (mid-February) Conduct Southern African Herbarium Needs Assessment (February - December 1998) Questionnaires distributed for the Southern African Herbarium Needs Assessment 6th Semi-Annual Workplan (1 April - 30 September) submitted to NETCAB Prepare Agenda for SSC5, courier documentation to participants
March	Aquatic Plants Training Course, Moremi Game Reserve, Okavango Swamps, Botswana (27 March - 9 April)
April	Official starting date of the SABONET Project as a GEF Project Implemented by the UNDP (1 April) Aquatic Plants Training Course, Moremi Game Reserve, Okavango Swamps, Botswana (27 March - 9 April) <i>SABONET News</i> Vol.3 No.1 (23 April) 6th edition, pages 1-52 NETCAB Mid-term Evaluation Report published (16 April) 5th meeting of the SSC (27 April, Gaborone, Botswana) NETCAB Semi-Annual Progress & Assessment Report submitted
May	<i>PRECIS Specimen Database User Guide</i> published as <i>SABONET Report Series</i> No.3, 130 pp. <i>Index herbariorum: southern African supplement</i> Second Edition: Coordinator and GF Smith to personally visit regional herbaria not included in the first edition (May - December) GF Smith and Coordinator visit herbaria (Matopos Research Station Herbarium (Matopos), Natural History Museum Herbarium (Bulawayo) and the Chase Herbarium, Mutare) in Zimbabwe (18-20 May) Teresa Martins (NETCAB Fellowship recipient) returns from Portugal to Luanda, Angola (78-page report produced)
June	2nd southern African Plant Database Managers training course, National Herbarium, Pretoria, South Africa (1-5 June) Threatened Plants (Red Data Lists) Training Course, National Herbarium, South Africa (8-12 June) GF Smith and Coordinator visit herbaria in Kitwe and Mfuwe, Zambia (30 June - 3 July)
July	GF Smith and Coordinator visit herbaria in Kitwe and Mfuwe, Zambia (30 June - 3 July) Conduct Southern African Botanic Gardens Needs Assessment (July - December) Botanic Gardens Needs Assessment survey, National Botanic Garden, Windhoek, Namibia (14-16 July) Botanic Gardens Needs Assessment survey, Zomba National Botanic Garden, Zomba, Malawi (20-22 July)
August	GF Smith and Coordinator attend the South(ern) African Systematics Society meeting, University of Pretoria, South Africa (6-7 August) Survey of herbaria in Northern Province, South Africa, for Second Edition of <i>Index herbariorum: southern African supplement</i> (11-13 August) Botanic Gardens Needs Assessment survey, National Botanic Garden, Harare, Zimbabwe (17-19 August) <i>SABONET News</i> Vol.3 No.2 (30 August) 7th edition, pages 53-116 Prepare Agenda for SSC6, documentation to participants
September	IOS International Congress, Kirstenbosch (31 August - 4 September) International Workshop on the implementation of the <i>Global Taxonomy Initiative</i> (GTI), London, UK (10-11 September) 5th BGCI International Congress, Kirstenbosch (14-18 September) 6th meeting of the SSC (16 September, Kirstenbosch, Cape Town, South Africa) Southern African Herbarium Working Group (SAHWG) meeting, Grahamstown, South Africa (22-23 September) NETCAB Phase 1 ends (30 September)
October	NETCAB Phase 2 starts (1 October) NETCAB Semi-Annual Progress & Assessment Report submitted (24 October) Needs Assessment survey of southern African botanic gardens
November	Needs Assessment survey of southern African botanic gardens
December	<i>SABONET News</i> Vol.3 No.3 (15 December) 8th edition Annual Programme/Project Report (APR) submitted to UNDP Needs Assessment survey of southern African botanic gardens

1999	
January	Grass identification training course (Harare, Zimbabwe)(5 days) <i>Southern African Herbarium Needs Assessment</i> published as number in the <i>SABONET Report Series</i> <i>Southern African plant taxonomic and related projects</i> published as number in the <i>SABONET Report Series</i>
February	<i>Index herbariorum: southern African supplement</i> 2nd edition published as number in the <i>SABONET Report Series</i> Prepare Agenda for SSC7, courier documentation to participants
March	7th meeting of the SSC (Zambia) UNDP Tripartite Review (30 March)
April	<i>SABONET News</i> Vol.4 No.1 (30 April) 9th edition Miombo Dominants Identification Course (Kitwe, Zambia)(8-10 days)
May	
June	UNDP/GEF Project Implementation Review (PIR) submitted to UNDP (15 June)
July	3rd Database Managers meeting SABONET Website established
August	3rd Herbarium Management training course <i>SABONET News</i> Vol.4 No.2 (30 August) 10th edition Prepare Agenda for SSC8, courier documentation to participants
September	8th meeting of the SSC (Maputo, Mozambique)
October	EIA training course (Lesotho)
November	Collaborative collecting expedition to Nyika plateau (Malawi/Zambia)
December	<i>SABONET News</i> Vol.4 No.3 (15 December) 11th edition Annual Programme/Project Report (APR) submitted to UNDP (1 December)

2000	
January	
February	Prepare Agenda for SSC9, courier documentation to participants
March	9th meeting of the SSC (Windhoek, Namibia)
April	<i>SABONET News</i> Vol.5 No.1 (30 April) 12th edition UNDP Mid-term Project Evaluation (1 April)
May	4th Herbarium Management training course
June	UNDP/GEF Project Implementation Review (PIR) submitted to UNDP (15 June)
July	4th Database Managers meeting
August	<i>SABONET News</i> Vol.5 No.2 (30 August) 13th edition Prepare Agenda for SSC10, courier documentation to participants
September	10th meeting of the SSC (Swaziland)
October	
November	Collaborative collecting expedition (Namibia/Angola)
December	<i>SABONET News</i> Vol.5 No.3 (15 December) 14th edition Annual Programme/Project Report (APR) submitted to UNDP (1 December)

2001	
January	
February	Prepare Agenda for SSC11, courier documentation to participants
March	11th meeting of the SSC (Lesotho)
April	<i>SABONET News</i> Vol.6 No.1 (30 April) 15th edition UNDP Tripartite Review (TPR)(1 April)
May	
June	UNDP/GEF Project Implementation Review (PIR) submitted to UNDP (15 June)
July	
August	<i>SABONET News</i> Vol.6 No.2 (30 August) 16th edition Prepare Agenda for SSC12, courier documentation to participants
September	12th meeting of the SSC (Zimbabwe, Malawi) NETCAB Phase 2 ends (30 September)
October	
November	
December	<i>SABONET News</i> Vol.6 No.3 (15 December) 17th edition

2002	
January	Project Terminal Report submitted to UNDP (15 January)
February	Prepare Agenda for SSC13, courier documentation to participants
March	13th and final meeting of the SSC (South Africa) UNDP Terminal Tripartite Review (1 March) Project under GEF/UNDP funding support officially ends (31 March)
April	<i>SABONET News</i> Vol.7 No.1 (30 April) 18th and final edition

ANNEX 2. Schedule for Project Reviews, Reporting and Evaluation

Starting Date: 1 April 1998

Report/Review/Evaluation	Submission Date
Annual Programme/Project Report (APR)	1 December 1998
Tripartite Review (TPR)	30 March 1999
UNDP/GEF Project Implementation Review (PIR)	15 June 1999
Annual Programme/Project Report (APR)	1 December 1999
Mid-term Project Evaluation	1 April 2000
UNDP/GEF Project Implementation Review (PIR)	15 June 2000
Annual Programme/Project Report (APR)	1 December 2000
Tripartite Review (TPR)	1 April 2001
UNDP/GEF Project Implementation Review (PIR)	15 June 2001
Project Terminal Report	15 January 2002
Terminal Tripartite Review	1 March 2002

ANNEX 3. *Training Programme*

IN-SERVICE TRAINING COURSES

1. Herbarium Management and Plant Conservation

Objective: To introduce staff working in southern African herbaria to the basic principles of herbarium management, collecting and plant conservation

Duration: three weeks

Responsible party: to be determined

Location: Southern African National Herbaria

Topics:

- Centralised accessioning, recording and dispatch procedures
- Arrangement of herbarium collections
- Handling herbarium specimens
- Curation of special groups
- Duplicate distribution
- Loans to other institutions
- Essential herbarium literature
- Pests and treatments
- Label design and production
- Checklists
- Illustration
- Collectors, itineraries, maps and gazetteers
- Collecting, pressing and mounting herbarium specimens
- Photography and fieldwork
- Southern African Plant Centres of Diversity and Endemism
- Compilation of Red Data Books
- Monitoring of threatened plants *in situ*

Eligibility: Staff from southern African herbaria

Language: English

2. Plant Identification Courses

Objective: To train staff working in southern African herbaria to identify certain groups of plants (growth forms or plant families)

Duration: 1-2 weeks

Responsible party: to be determined

Location: Southern African National Herbaria

Topics: course-specific

Eligibility: Staff from southern African herbaria

Language: English

3. Plant Taxonomy and Botanical Nomenclature

Objective: To introduce staff working in southern African herbaria to the basic principles of plant taxonomy and botanical nomenclature

Duration: one week

Responsible party: to be determined

Location: Southern African National Herbaria

Topics:

- . Historical Overview
- . Nomenclature
- . Botanical Names
- . Botanical Descriptions
- . Process of Identification
- . Process of Classification
- . Phenetic Classification
- . Cladistic Classification

Eligibility: Staff from southern African herbaria

Language: English

4. Environmental Impact Assessments

Objective: To introduce staff working in southern African herbaria to the basic principles of the Integrated Environmental Management procedure in general, and Environmental Impact Assessments in particular.

Duration: 2-3 weeks

Responsible party: to be determined

Location: Southern African National Herbaria

Topics:

- . The Integrated Environmental Management Procedure
- . Guidelines for Scoping
- . Involvement of authorities and interested and affected parties
- . Participation approach
- . Report Requirements for Impact Assessment
- . Management plans, monitoring and environmental contracts
- . Guidelines for report writing
- . Guidelines for Review
- . Checklist of environmental characteristics

Eligibility: Staff from southern African herbaria

Language: English

Additional courses offered will depend on the needs of the various participating institutions, and may include:

- 1. Plant Horticulture**
- 2. Botanic Garden Management**
- 3. Development and Management of Plant Information Databases**
- 4. Analysis and evaluation of plant centres of endemism and diversity**
- 5. Ethnobotanical survey and analysis**
- 6. Introductory course in plant genetic resource databasing and gene banking**
- 7. Introduction to vegetation classification and mapping using satellite imagery and other techniques.**

ANNEX 4. *Preliminary Equipment Requirements*

1. Equivalent of nine weeks field work transport per annum with a four-wheel drive vehicle (for each country)
2. Herbarium Equipment and Materials
3. Desktop Computers/Printers (including Uninterrupted Power Supply (UPS)) units
4. Equipment for Coordinator's office (notebook, desktop computers, relevant software and laser printers, rental of photocopier/fax machine)
5. E-mail linkages (where needed)
6. 10 Geographical Positioning Systems (GPS)(one per country)
7. Microscopes
8. 10 Freezers (one per country)
9. 10 Microwave ovens (one per country)
10. Camera and camera equipment (one set per country)

Additional equipment requirements may arise as the project progresses.

ANNEX 5. Job Descriptions

Project Coordinator

Duties:

- ž Ensures the timely and effective implementation of all components of the project
- ž Coordinates and facilitates in-service training courses, workshops and collaborative collecting expeditions
- ž Facilitates the Steering Committee meetings, providing documentation and supplying minutes arising from the meeting
- ž Coordinates the publication of the *SABONET Report Series* and acts as editor for the project newsletter, *SABONET News*
- ž Responsible for media coverage, advertising and press releases for the project



Figure 58. The official project newsletter, *SABONET News*, is published three times per year and distributed to individuals and institutions in over 65 countries around the world (Photo: A. Romanowski).



Figure 59. The first number (now out of print) in the occasional *SABONET Report Series*, published March 1997.



Figure 60. *Index herbariorum: southern African supplement*, number 2 in the *SABONET Report Series*, published in September 1997.

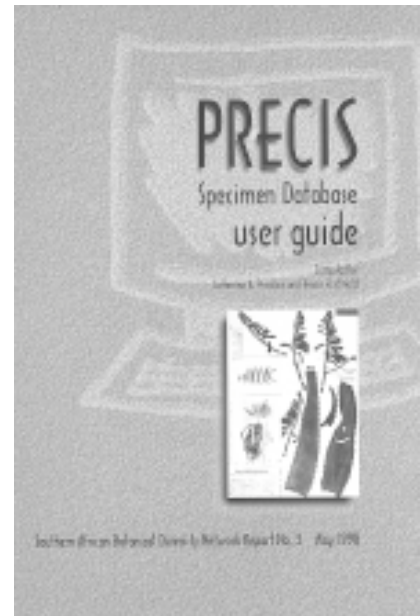


Figure 61. The *PRECIS Specimen Database User Guide*, number 3 in the *SABONET Report Series*, published in May 1998.

Administrative Assistant

Duties:

- ž Provides administrative support to the Project Coordinator, including travel and accommodation arrangements
- ž Responds to queries from the public
- ž Minute secretary to the Steering Committee
- ž Handling of correspondence from the Project Coordinator's office
- ž Typing
- ž Assists the Coordinator in the administration and coordination of training courses, workshops and collaborative collecting expeditions
- ž Carry out any duties assigned to him/her by the Project Coordinator

National Working Groups

Duties:

- ž Oversee and coordinate the in-country project activities and make recommendations to the Steering Committee
- ž Review the in-country Annual Programme/Project Report (APR) prepared by the participating institutions
- ž Review membership of the National Working Group
- ž Monitor allocation of funds to in-country activities
- ž Monitor progress of in-country trainee(s), with recommendations to the Steering Committee

Project Financial Officer

Duties:

- ž Responsible for overall financial management and reporting
- ž Facilitates annual audits for donor agencies
- ž Preparation of budgets
- ž Liaison with banks
- ž Foreign exchange transactions
- ž Ensuring that the NBI Accounts Department is provided with the necessary documentation for book-keeping purposes
- ž Deal with people and problem-solving
- ž Monitoring and coordinating financial reports from participating institutions

Herbarium Research Officer (BSc Degree)

Duties:

- ž Participate in the management of the plant collection in the herbarium by ensuring that the plant collection is (a) free from pests and damage, (b) labelled with up-to-date scientific names, (c) properly filed, and (d) readily available to the research community
- ž Participate in the computerisation of herbarium specimens
- ž Undertake research programmes in collaboration with other national and international organisations in order to ensure that the knowledge and understanding of the national flora and vegetation is adequate to meet all conservation, utilisation and management requirements
- ž Conduct vegetation surveys for the herbarium and other clients, and contribute to the writing of the Flora of the country

- ž Provide information on the vegetation of the country, plant identifications and an advisory service to students, researchers and members of the public
- ž Carry out any other duties assigned by the head of the institution

Herbarium Technical Assistant (National Diploma)

Duties:

- ž Participate in the management of the plant collection in the herbarium by ensuring that the plant collection is free from pests and damage
- ž Incorporation of new/returned specimens into the herbarium collection, selection and dispatch of specimens to other institutions, and the collection/expansion of specimens
- ž Participate in the computerisation of herbarium specimens
- ž Provide information on the vegetation of the country, plant identifications and an advisory service to students, researchers and members of the public
- ž Carry out any other duties assigned to him/her by the head of the institution

ANNEX 6. *Financial and Reporting Arrangements*

A. General

1. The National Botanical Institute, hereinafter referred to as the NBI, is responsible to the Administrator of UNDP for the custody and proper use of funds advanced to it by UNDP.
2. The NBI will maintain separate accounts for UNDP resources. It will use the funds provided to it only for inputs financed by UNDP, in accordance with the project budget covering UNDP's contribution.
3. Advances and funds to and payments by UNDP on behalf of Governments are governed by the applicable UNDP Financial Regulations and Rules and directives regarding the utilisation of currencies.
4. The NBI will provide UNDP with financial statements of UNDP funds received and spent, prepared in accordance with the UNDP financial year (1 January to 31 December) in English. Annual financial statements will be audited by the legally recognised auditors of the NBI's own accounts. To the extent feasible, the audit principles and procedures prescribed for the United Nations will be applied by the auditors, who will provide audit reports annually together with the reports set out below.
5. For the purpose of reporting to UNDP, US dollar equivalents will be calculated at the United Nations operational rates of exchange. The Resident Representative of UNDP will inform the NBI of such United Nations rates of exchange and of changes thereto when they occur.

B. Advance of Funds

6. Advances will be made by the Resident Representative at the request of the NBI in accordance with the Project Document and in the required currencies subject to the conditions set out below.
7. The NBI will indicate its cash requirements from UNDP funds for each period of the schedule of advances included in the Project Document at least two weeks before payment is due. Advances will be made by UNDP at the time indicated in the schedule of advances, in the amounts and currencies requested by the NBI.
8. If the schedule of advances included in the Project Document no longer reflects actual requirements for funds, a new schedule will be prepared by the NBI in consultation with the Resident Representative. Advances should normally be sufficient to cover anticipated cash requirements for a maximum of three months.
9. Local currency advances to the NBI will normally be made by the Resident Representative.
10. Advances to the NBI in US dollars will be made by the Resident Representative if this currency is available to him or her. The Resident Representative will arrange for advances in currencies not available to him or her to be made by UNDP headquarters or other field offices, as deemed appropriate.

C. Direct Payments by UNDP

11. At the request of the NBI, UNDP will, after verification of the supporting documentation, make payments directly to individuals or firms providing UNDP-financed services or goods. The requests will

be addressed to the Resident Representative who will either arrange for the payments to be made by his or her office or by UNDP headquarters. The requests will indicate payee, amounts and currencies required, justification for the request and payment instructions reflecting payee's bank, its address and the account number.

12. The Resident Representative will provide the NBI with statements of direct payments made by UNDP within 15 days following 30 April, 31 August and 31 December, for incorporation in the project delivery report in accordance with paragraph 13 (b), below.

D. Periodic Financial Statements

13. The NBI will furnish the Resident Representative with certified financial statements within 30 days following 30 April and 31 August and within 60 days following 31 December. The statements will include the following:

(a) **Status of funds advanced by UNDP.** The statement will be submitted for each period indicated above and will be prepared in the currency of the advance. Separate statements will be issued where different currencies have been advanced. Each statement will reflect cumulatively for the year the amount of funds available at the beginning of the year, funds advanced by UNDP, funds expended by the NBI during the reporting period and the resulting balance at the end of the period. The statement will also detail expenditure incurred by month in local currency and the US dollar equivalent calculated at the applicable United Nations operational rate of exchange;

(b) **Project delivery report.** The report will be submitted for each period indicated above and will reflect cumulative current-year expenditure classified according to the items listed in the approved project budget. It will incorporate the expenditure incurred by the NBI and, where appropriate, the expenditure statement of the co-operating agency, if any, and the statement of direct payments made by UNDP;

(c) **Annual report of UNDP-financed non-expendable equipment.** The NBI will furnish the Resident Representative, for the year to 31 December, within 60 days following that date and together with other financial statements due at that date, with an annual report of non-expendable equipment. The report will include all UNDP-financed non-expendable equipment furnished to the project during the year. Non-expendable equipment purchased by the co-operating agency, if any, and furnished to the project will also be included. The report will describe each item in detail, the serial or registration number assigned by the maker and reflect the cost at the US dollar equivalent at the time of purchase calculated at the United Nations operational rate of exchange;

(d) **Expenditure statement for jointly financed projects.** In the case of joint financing of project activities by the NBI and UNDP and, as the case may be, other sources of assistance, the certified financial statements referred to above shall be accompanied by a separate statement reflecting expenditure for the full project covering the same period as the certified financial statements. To this expenditure statement should be added an indication of the apportionment by the NBI of the reported expenditure to UNDP's contribution and other available funds.

14. If the NBI cannot submit the financial statements on the date on which they are due, it will inform the Resident Representative of the reasons and indicate the planned submission date.

E. NBI's Annual Audited Financial Statements

15. A certified and audited annual financial statement of the status of funds advanced by UNDP, as described in paragraph 13 (a), above, will be made available by the NBI to the Resident Representative within 120 days after the end of the calendar year.

16. The financial statement will be audited and attested to by the entity specified in paragraph 4, above.

F. NBI Final Financial Statements

17. Upon final completion of UNDP assistance to a project, the NBI will provide final financial statements to cover the period 1 January to the date of either financial completion or refund of the unspent balance of UNDP funds, if any (see paragraph 18, below). The financial statements will be audited so as to conform to the requirements set out in section E above. The statements will be provided within 120 days from the date of financial completion to the Director, DOF, with copies to the UNDP Resident Representative.

18. If there is an unspent cash balance of UNDP funds held by the NBI, that balance will be refunded by the NBI in the currency of the advance not later than 30 days after the date of financial completion.

G. Audit by UNDP

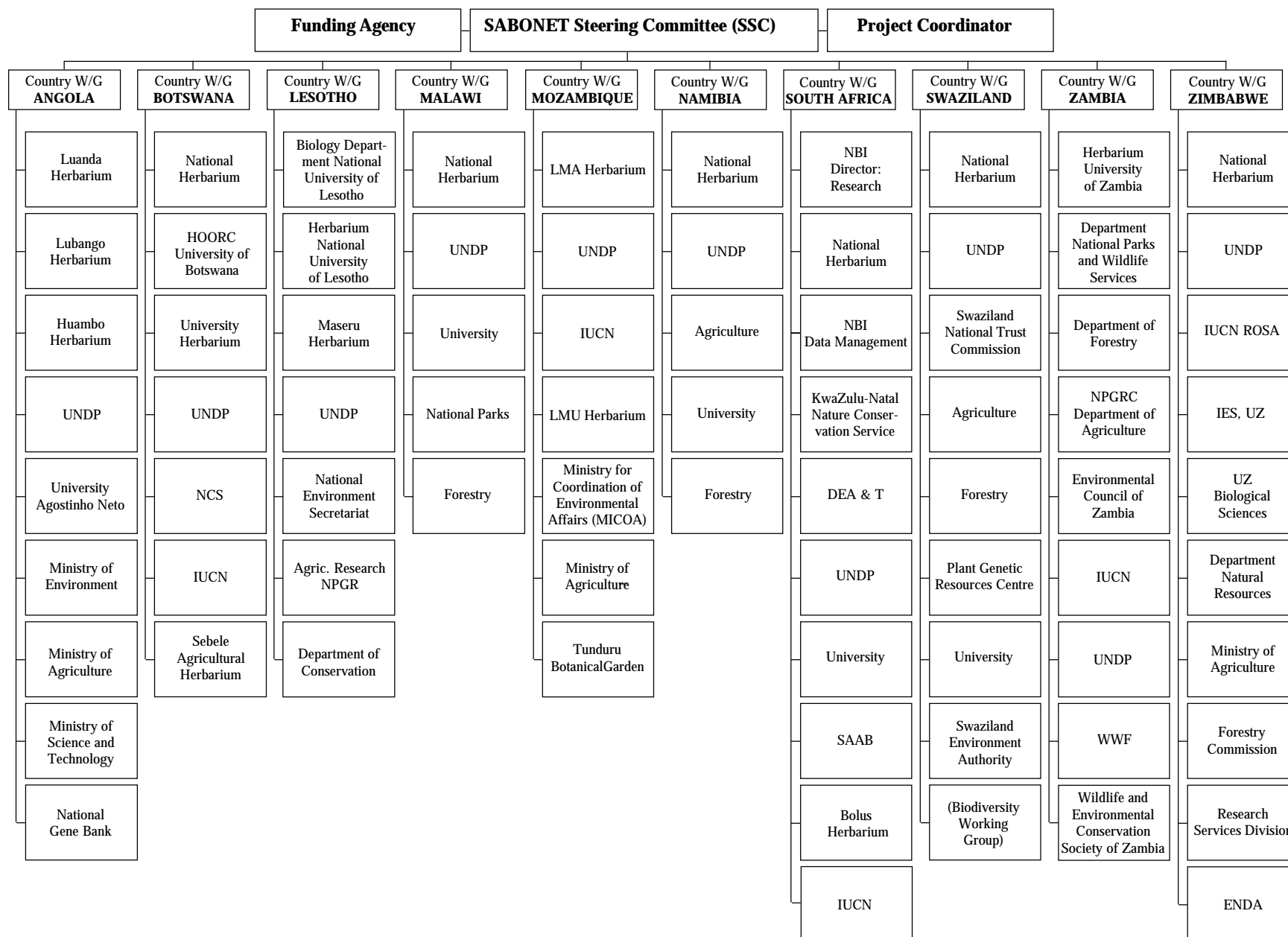
19. All accounts maintained by the NBI for UNDP resources may be audited by the UNDP internal auditors and/or the United Nations Board of Auditors or by public accountants designated by the United Nations Board of Auditors.

ANNEX 7. *Terms of Reference for the Steering Committee*

The **terms of reference** for the Steering Committee are as follows:

- ‡ Review and endorse the overall project plan and strategy;
- ‡ Approve the annual work plan;
- ‡ Review and monitor the implementation of the overall project plan and strategy;
- ‡ Ensure that the standards and relevance of the training and graduate courses are acceptable;
- ‡ Evaluate the progress of each trainee and recommend action where necessary;
- ‡ Prepare recommendations on financial arrangements to funding agencies;
- ‡ Ensure implementation of SSC recommendations;
- ‡ Review and endorse the technical and financial reporting requirements of (“external support”) funding agencies;
- ‡ Facilitate linkages and collaboration with similar activities in the region;
- ‡ Ensure an adequate balance of resource allocation and use in the region; and
- ‡ Review its own terms of reference from time to time.

ANNEX 8. Organigram of the Project Coordination Mechanism



ANNEX 9. Regional Biodiversity References

- DAVIS, S.D., HEYWOOD, V.H. & HAMILTON, A.C. (eds) 1994. **Centres of Plant Diversity: A Guide and Strategy for their Conservation**. Oxford University Press, Oxford. 354 pp.
- HILTON-TAYLOR, C. 1996. Red Data List of southern African plants. *Strelitzia* 4, 117 pp. National Botanical Institute, Pretoria.
- HUNTLEY, B.J. 1975. Ecosystem conservation in southern Africa. In: Werger, M.J.A. (ed.). **Biogeography and Ecology of Southern Africa**. Junk, The Hague, pp. 1333-1384.
- HUNTLEY, B.J. (ed.) 1989. **Biotic Diversity in Southern Africa: Concepts and Conservation**. Oxford University Press, Cape Town. 380 pp.
- HUNTLEY, B.J. (ed.) 1994. Botanical diversity in Southern Africa. *Strelitzia* 1, 412 pp. National Botanical Institute, Pretoria.
- HUNTLEY, B.J. 1996. Biodiversity Conservation in the New South Africa. In: **Biodiversity, Science and Development: Towards a New Partnership** (eds F. Di Castri and T. Younes) CAB International, Oxford, pp. 282-303.
- SEYANI, J.H. & CHIKUNI, A.C. 1994. Plants for the People. **Proceedings of the XIIth Plenary Meeting of AETFAT, Zomba, Malawi**, 2-11 April 1991. 1511 pp.
- WILLIS, C.K. (ed.) 1997. Southern African National Herbaria: Status Reports, 1996. **Southern African Botanical Diversity Network Report 1**. SABONET, Pretoria, South Africa. 59 pp.

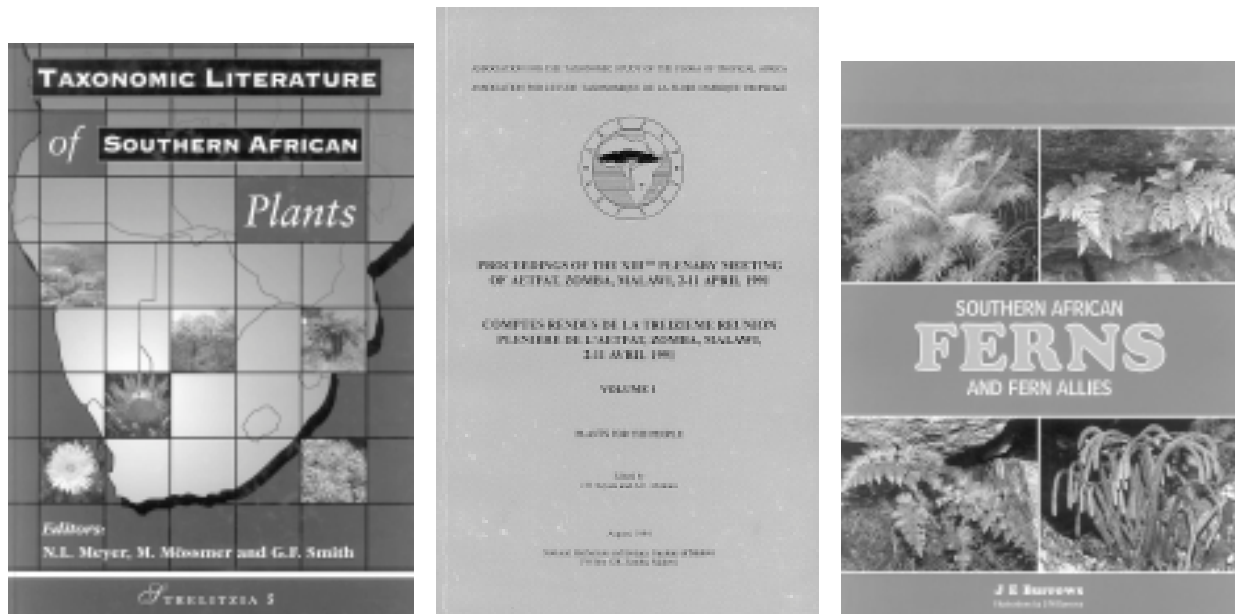


Figure 59. Examples of key southern African botanical literature.

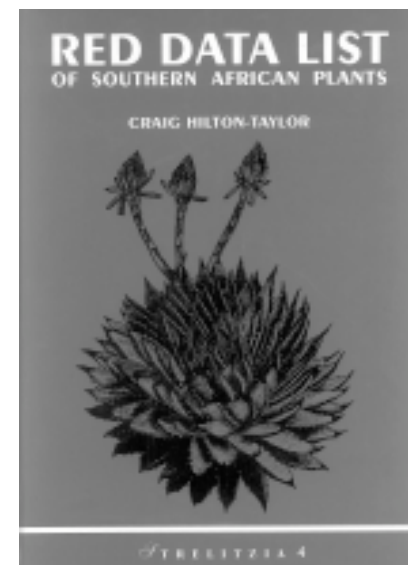
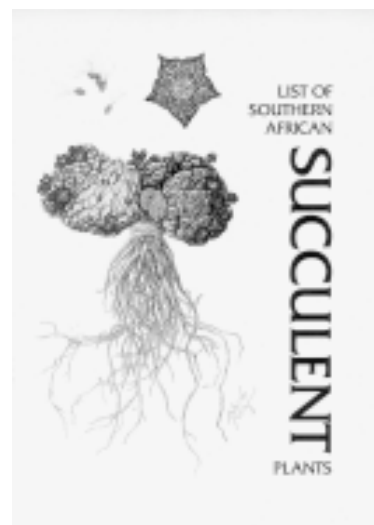
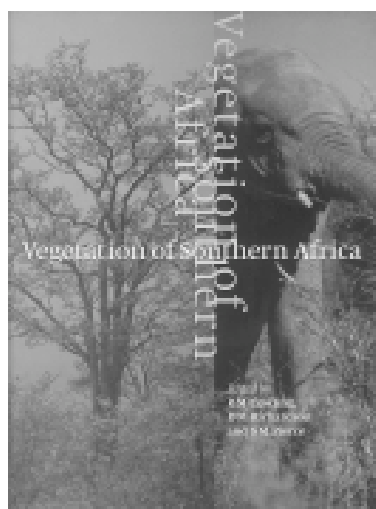
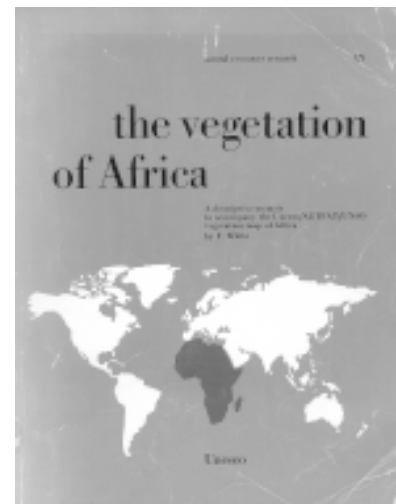
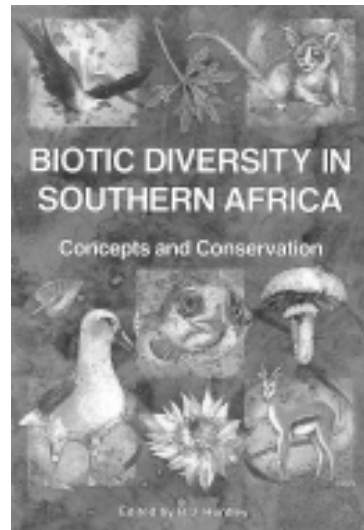
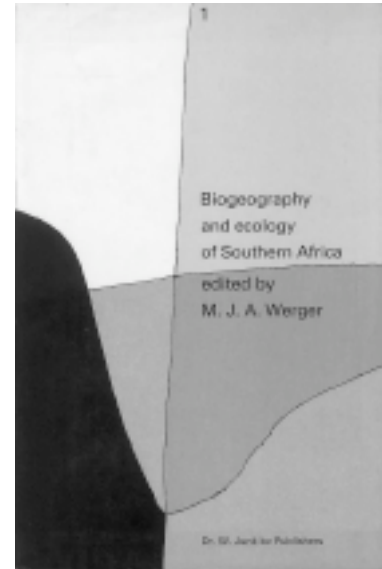
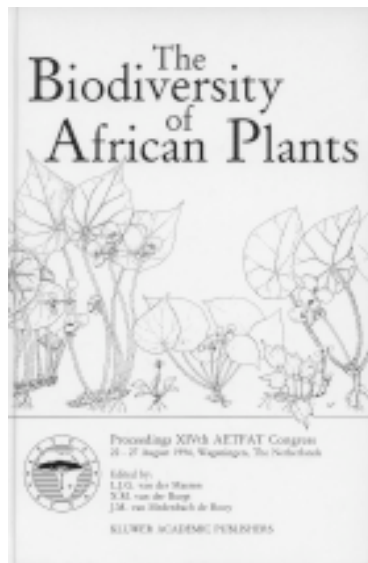


Figure 59. (contd). Examples of key southern African botanical literature.

ANNEX 10. UNDP-funded Projects in the Region

ANGOLA

1. Integrated Management of the Benguela Current Large Marine Ecosystem. UNDP/UNEP/World Bank. GEF PDF Block B proposal recommended by GEFSEC (former GEFOP) for approval. Block B duration: January - October 1997. South Africa, Namibia, Angola, to be headquartered in Namibia. Proposed GEF contribution to PDF US\$344,000. The programme is termed the Benguela Environment, Fisheries, Interaction and Training Programme (BENEFIT).

2. Angola, together with Botswana and Namibia, have received Block B funding from GEF to prepare a programme to establish joint management of the Okavango River. This programme will have a significant biodiversity assessment component.

BOTSWANA

1. The GEF/Small Grants Programme is currently supporting an Okavango Research Centre Project to preserve a unique plant collection of the Okavango Delta.

2. Recently, Botswana expressed interest in preparing a Biological Diversity Conservation Strategy and Action Plan with GEF assistance. Formulation of the project has not yet started.

3. Botswana, together with Angola and Namibia, have received Block B funding from GEF to prepare a programme to establish joint management of the Okavango River. This programme will have a significant biodiversity assessment component.

LESOTHO

1. UNDP has a project on the preparation of a Biodiversity Strategy for Lesotho, being implemented by the National Environment Secretariat (NES) and is funded by the Global Environment Facility (GEF).

MALAWI

1. Lake Malawi/Nyasa Biodiversity Project. The Lake Malawi/Nyasa Biodiversity Conservation Project, jointly developed by the Government of Malawi and the World Bank has been approved by the Global Environment Facility and is now operational. The project sets out to assist riparian states in creating the scientific, educational, and policy basis necessary for conserving the biological diversity of the lake and its unique ecosystem. This is a US\$ 8.5 million project with US\$ 5 million from GEF and US\$ 3.5 million from the Canadian International Development Agency (CIDA).

2. Biodiversity Country Study, supported by UNEP. Malawi has developed and submitted to UNEP, a Biodiversity Country Study which aims at documenting the biodiversity of the country covering all plants, animals, micro-organisms, genetic materials and ecosystems; create a database and establish a public awareness programme for the biological resources of Malawi; assess and identify biological resources requiring immediate statutory protection; identify problems that impinge on the efforts to conserve the biological diversity of Malawi; identify gaps which need addressing; assess the capacity of institutions and personnel in meeting the demands imposed by the requirement to conserve the country's biological diversity and finally determine the economic benefits arising from conservation and sustainable utilisation of biodiversity in Malawi. It is envisaged that Malawi will develop a National Biodiversity Action Plan

which will attempt to put together a comprehensive, harmonised and a multi-sectoral strategy, using a participatory approach, to address the concerns that threaten biological diversity in Malawi.

3. Mount Mulanje Conservation Trust. The long term conservation of the Mulanje massif will depend above all on the will of the local communities to secure it. To do so they must identify their most urgent priorities in terms of their natural resource use, and empowered to manage the resources accordingly. In view of this requirement a non-governmental organisation, Mulanje Mountain Conservation Trust (MMCT) has been proposed under a five year Mulanje Mountain Conservation Project. The project's main objective is the long term conservation of the flora, fauna and ecosystems of Mulanje Mountain which is both of global importance and vital to the livelihoods of the people living in the surrounding communities. The project will also support research on biodiversity conservation that will be of global importance. A formal request for a project development fund to the GEF has been made.

MOZAMBIQUE

1. Western Indian Ocean Marine Protected Areas Programme. UNDP/IUCN. GEF PDF Block B grant proposal for a duration of 11 months. 8 WIO countries. Project headquarter to be in Nairobi (IUCN EARO). Proposed UNDP/GEF contribution: US\$ 334,100.

NAMIBIA

1. Integrated Management of the Benguela Current Large Marine Ecosystem. UNDP/UNEP/World Bank. GEF PDF Block B proposal recommended by GEFSEC (former GEFOP) for approval. Block B duration: January - October 1997. South Africa, Namibia, Angola, to be headquartered in Namibia. Proposed GEF contribution to PDF US\$ 344,000. The programme is termed the Benguela Environment, Fisheries, Interaction and Training Programme (BENEFIT).

2. There is a Biodiversity Country Study for Namibia within the Ministry of Environment and Tourism funded by UNEP. The programme started in 1995.

3. Namibia, together with Botswana and Angola, have received Block B funding from GEF to prepare a programme to establish joint management of the Okavango River. This programme will have a significant biodiversity assessment component.

SOUTH AFRICA

1. Southern Africa Biodiversity Programme: A Regional Support Network for National Implementation of the Convention on Biological Diversity. UNDP/IUCN/SADC. Draft full GEF project proposal. Estimated starting date 1 January 1997, 5 years duration. 10 countries, to be headquartered in Zimbabwe (IUCN ROSA). Proposed UNDP/GEF contribution US\$ 4.15 million.

2. Integrated Management of the Benguela Current Large Marine Ecosystem. UNDP/UNEP/World Bank. GEF PDF Block B proposal recommended by GEFSEC (former GEFOP) for approval. Block B duration: January - October 1997. South Africa, Namibia, Angola, to be headquartered in Namibia. Proposed GEF contribution to PDF US\$ 344,000. The programme is termed the Benguela Environment, Fisheries, Interaction and Training Programme (BENEFIT).

3. Western Indian Ocean Marine Protected Areas Programme. UNDP/IUCN. GEF PDF Block B grant proposal for a duration of 11 months. 8 WIO countries. Project headquarter to be in Nairobi (IUCN EARO). Proposed UNDP/GEF contribution: US\$ 334,100.

4. At a GEF workshop held in Pretoria, October 1996, a number of project ideas in the biodiversity area were mentioned. These have, however, not been formalised.

SWAZILAND

1. There is a recently approved Biodiversity project SWA/97/G31 - National Biodiversity Strategy and Action Plan (BSAP), and Country Report to the Conference of Parties (COP) funded by GEF.

ZAMBIA

1. Pollution control and other measures to protect biodiversity in Lake Tanganyika - a regional project involving Tanzania, Burundi, Zaire and Zambia.

2. Zambia Forest Action Plan.

ZIMBABWE

1. National Biodiversity Strategy and Action Plan (BSAP) and Country Report to the Conference of the Parties (COP), project number ZIM/96/G31/A/1G/99. This project is being implemented by the Ministry of Environment and Tourism.

ANNEX 11. *'In kind' National Government Inputs to the Project*

Each participating country will make 'in kind' contributions to the project. These contributions include the national and university herbarium collections, the living collections in botanical gardens, and the participation of counterpart staff, provision of office accommodation and administrative support.

It is difficult to attach a direct monetary value to such 'in kind' contributions. The value of capital infrastructure available to the national institutions in the region exceeds US\$ 100 million.

The annual, recurrent government allocations to the botanical institutes exceeds US\$ 7,905 million (see Table below) or *ca* US\$ 40 million for the five year period of the SABONET project.

The estimate of *ca* US\$ 40 million is based on submissions from the participating countries. If only 10% of the total national government commitment for staff and operating costs is devoted solely to SABONET, a contribution of US\$ 4 million can be given as a very conservative estimate of 'in kind' input. In reality, the national government contributions to SABONET will far exceed this figure.

COUNTRY	Annual staff and operating budget of participating institution	Five year total
	US\$	US\$
Angola	5 000	25 000
Botswana	35 000	175 000
Lesotho	25 000	125 000
Malawi	250 000	1 250 000
Mozambique	45 000	225 000
Namibia	126 000	630 000
South Africa	7 084 000	35 420 000
Swaziland	30 000	150 000
Zambia	50 000	250 000
Zimbabwe	255 000	1 275 000
TOTAL	7 905 000	39 525 000

TITLES IN THIS SERIES

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2. **Index herbariorum: southern African supplement.** G.F. Smith and C.K. Willis. (editors). September 1997. 55 pp. ISBN 1-874907-37-4.
3. **PRECIS Specimen Database user guide.** C.A. Prentice and T.H. Arnold. May 1998. 130 pp. ISBN 1-874907-39-0.
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* Out of print.