

## DARWIN INITIATIVE LOGICAL FRAMEWORK

See: <http://www.darwin.gov.uk/>

Please enter details of your project onto the matrix below using the note at Annex B of the Guidance.

Project summary	Measurable Indicators	Means of verification	Important Assumptions
<p><b>Goal:</b> To draw on expertise relevant to biodiversity from within the United Kingdom to work with local partners in countries rich in biodiversity but poor in resources to achieve</p> <ul style="list-style-type: none"><li>• the conservation of biological diversity,</li><li>• the sustainable use of its components, and</li><li>• the fair and equitable sharing of benefits arising out of the utilisation of genetic resources</li></ul>			
<b>Purpose</b>			
<b>Outputs</b>			
<b>Activities</b>			

**Annex B**

## Preparation of a Logical Framework

The Logical Framework is a management tool that aims to promote good project design and execution by clearly stating the key components, how the project is expected to work, and how success will be measured. It ensures that the whole project process is considered before the work begins thereby avoiding problems that may be costly and difficult to address at a later stage.

The logical framework defines a project in terms of goal - purpose - outputs - activities. These are logically linked, given certain defined assumptions, so that if [activities] then [outputs], if [outputs] then [purpose].

For ease of reference the framework is presented as a matrix with concise information.

<b>Project Summary</b>	<b>Measurable indicators</b>	<b>Means of Verification</b>	<b>Important Assumptions</b>
<b>Goal:</b> Highest level objective that the project will help to address. In this case, this is the Darwin Initiative objective, so this box and the others on this row should not be completed by applicants.	The evidence (quantitative / qualitative) which will be used to judge achievements of the goal.  Do not complete.	The specific sources of data necessary to verify the indicators of the goal.  Do not complete.	External factors necessary to sustain objectives in the long term.  Do not complete.
<b>Purpose:</b> Immediate impact and accomplishment by the end of the Project	The evidence (quantitative / qualitative) which will be used to judge achievements of the purpose	The specific sources of data necessary to verify the indicators of the purpose	External factors necessary for project purpose to contribute to the project goal that are beyond the influence of the project
<b>Outputs:</b> Specific, deliverable results that the project leader can guarantee	The evidence (quantitative / qualitative) which will be used to judge achievements of the outputs	The specific sources of data necessary to verify the indicators of the outputs	External factors necessary for project outputs to achieve the purpose of the project that are beyond the influence of the project
<b>Activities:</b> Tasks undertaken by the research team to produce the outputs	Activity Milestones (Summary of Project Implementation Timetable)		

## Procedure for constructing the Logical Framework

In order to construct the framework it is necessary to first identify the problem the project will address and then work down each column, from left to right, starting with the Project Summary so that the inputs required for the activities are considered last. However, each level should be necessary for achieving the one above (the "if [activities] then [outputs], etc. mentioned above) and it is therefore important to plan downwards but think upwards.

1. Define the overall goal. This is the rationale for the project and is already defined as the **Darwin Initiative objective**, i.e. *" to draw on expertise relevant to biodiversity from within the United Kingdom to work with local partners in countries rich in biodiversity but poor in resources to achieve the conservation of biological diversity, the sustainable use of its components, and the fair and equitable sharing of the benefits arising out of the utilisation of genetic resources"*. The top level of the log framework should therefore not be completed by applicants.
2. Define the purpose. Why is the project being carried out in terms of intended direct effect and impact? This should be one clear statement which is the impact the project hopes to generate from the outputs. The stated purpose should be realistically achievable by the end of the Darwin support.
3. Define outputs. This is a summary of the intended accomplishments of the project that have been detailed in the application form. Their achievement by the end of the project should be necessary for accomplishing the purpose of the project. Outputs should describe the accomplishment rather than the activity.
4. Define the Activities. These are the actions needed to accomplish the outputs and are carried out by the project participants during the lifetime of the project. Only summarised main activities are required.
5. The purpose, outputs and activities of the proposal should demonstrate a clear link to the Darwin Initiative goal.
6. Check the logic. Go through the left column (objective levels) using the IF[ ]THEN [ ] or use the question "how" moving down the hierarchy, and "why" moving up the column.
7. Identify important assumptions. It will be clear when checking this logic that achievements are also dependent on external conditions which are either outside the control of the project or where the project chooses not to exert control. Objectives levels considered with the important assumptions should produce the necessary and sufficient conditions for achieving the next level up, e.g. IF[activities] AND [assumptions] THEN [outputs].

8. Define the measurable indicators. Ask the question "when and how and on what basis will we know when we have achieved what we set out to do?" As far as possible, the indicators chosen should be quantifiable and project leaders should consider ways of measuring quality and performance as well as quantity. These indicators are important for monitoring and evaluating the project both internally and externally.
9. Define the means of verification. Sources of information used to verify the accomplishments. These are generally recorded details such as publications, surveys, project notes, reports, tapes, videos etc.

The Logical Framework (Log frame) is required for all Darwin applications and shall form the basis of reporting on Darwin projects. It is a working tool to be used throughout the project and where changes are necessary, should be modified accordingly. Any significant changes in the framework of the project should first meet with the approval of the Darwin Initiative Secretariat.

**Worked Example:** The Log frame below illustrates a fictional example of a Darwin project and is provided for guidance only. Logframes vary considerably depending on project design, funders' requirements, and the personal judgement of what should be included (there is certainly no such thing as a perfect Log frame!). We would prefer a one page summary sheet. Do not extend the form beyond two A4 pages, in font size no less than 10.

## Logical Framework – Worked Example

Project Summary	Measurable indicators	Means of Verification	Assumptions
<b>Goal:</b>			
To work with local partners in countries rich in biodiversity but poor in resources to achieve the conservation of biological diversity, the sustainable use of its components, and the fair and equitable sharing of the benefits arising out of the utilisation of genetic resources.			
<b>Purpose:</b>			
Threatened forest species in the Nimbia National Park protected through strengthened capacity of researchers, forest managers and users.	<b>New knowledge on habitat and species composition of NNP.</b> <b>Biodiversity monitoring system functioning by yr 3</b> <b>Evidence of regeneration of threatened species and reduced encroachment by yr 3</b> <b>Effective management and implementation of village stewardship agreements by yr 3</b>	<b>Nimbia National Park and partner institution reports</b> <b>Field survey reports and publications by partner organisations.</b>	<b>Government policies and programmes remain supportive of sustained conservation work at NNP.</b> <b>CBOs and NGOs remain viable and committed.</b>
<b>Outputs:</b>			
Biodiversity assessment and monitoring programme established and functioning by two partner institutions	<b>Minimum of 12 staff from 2 partner institutions trained by yr 2 in biodiversity assessment techniques in collaboration with staff from local NGOs and community based organisations (CBOs).</b> <b>Biodiversity monitoring system elaborated and tested by yr 2.</b>	Field survey reports PRA assessment reports Participants attendance and assessment records Correspondence files Database of biodiversity data;	<b>Trained staff remain in institution and train positions to use the skills provided.</b>
Community Conservation Stewardship Agreements in place	<b>Strategy developed by 6 local village committees in full consultation with range of stakeholders by yr 2</b>	Village Meeting reports. PRA assessment reports. Records of Village committee meetings. Conservation Stewardship Agreement endorsed	<b>All relevant stakeholders willing and able to participate in process to develop agreements.</b>
Nimba Forest Restoration Manual published and distributed	<b>Manual peer reviewed; Publishers and publication date established; distribution arrangements in place. 500 + copies produced / distributed by yr 2</b>	Published reviews and feedback on Manual 2 copies sent to Darwin Initiative	<b>N/A</b>
Lessons learned and best practices disseminated.	4 radio broadcasts, 4 School Newsletters, posters, 2 papers	Copies of all publications and recordings sent to Darwin	<b>Broadcasts reach and</b>

	published in scientific journals by yr 3.	Initiative	<b>positively influence intended stakeholders</b>
--	--	------------	---

<b>Activities:</b>	<b>Activity Milestones (Summary of Project Implementation Timetable)</b>
Workshops	Yr 1: Project planning workshop with project team to establish priorities, methodologies and procedures for developing training programmes and training materials (2 wks July 05); Yr. 1 Habitat survey skills (2 wks Sept 05); Participatory assessment techniques (1 wk Oct 05); Yr 2: Management options & skills development x2. Yr 3: Developing village conservation stewardship agreements x2. Workshop Proceedings produced 1 month after each event
Field research programme	Protocols for all main habitat surveys produced and agreed Aug 05: Establishment of field plots by Sept Yr 1: Baseline social surveys Sept - Dec 05: Habitat assessment fieldwork - approx 6 months per year: Identify priority areas for restoration management by Sept 06: Database of forest species information Dec 06.
Manual development	Collation of information from surveys, workshop outputs and local communities' strategy on forest restoration / conservation. Draft manual produced by March 06. Publication by Aug 06.
Publicity material	2 radio broadcasts per year (Yr 2 & 3); project information in local Go & NGO publications (various dates); School Newsletters July 05 & July 05, 2 publications by July 065.

