**A. Project Brief**

**1. BASIC PROJECT DATA**

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| **Name of Executing Agency** (full name and acronym): |
| **Project Component** (EMS or Reef & Recreation Management): |
| **Date of submission:** |
| **Project title:** |
| **Total budget available** (if applicable, please also indicate other donors and contributions)**:** |
| **Project duration** (start and end date)**:** |
| **Country:**  **Location** (province, state):  **Size of the project area** (in square kilometers):  **Number of estimated communities/households that will benefit from the project:** |
| **PROJECT MAPS** (please include if available):   1. **a map or detailed sketch of the project and wider region** 2. **a detailed map or sketch of the project area** |

**2. THE PROJECT**

1. **Overall Objective & Expected Outcomes**

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| **Formulate the overall goal (the long term desired result) to which the project will contribute:** |
| **What are the expected outcomes of the project (maximum 2 or 3)** Changes in attitude, practice and performance of stakeholders, institutions involved and/or the tourism sector as a whole that reflect the absorption and application of the knowledge and tools generated through project activities 🡪 necessary means to achieve impact, depending on the commitment and performance of tourism actors.   |  |  |  |  | | --- | --- | --- | --- | | **Outcome Number** | **Indicator** | **Means of Verification** | **Frequency of data collection** | | **Outcome 1** |  |  |  | | **Outcome 2** |  |  |  | | **Outcome 3** |  |  |  | |
| **What are the expected outputs of the project** **(maximum 5 or 6)** Tangible products and services that can be delivered within a short timeframe and that result from using project budget for the planned activities |

1. **Threats, Causes and Solutions**

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| **What are the biodiversity conservation and environmental threats in the project area:** |
| **What are the causes of these threats:** |
| **Which threats and causes does the project intend to address and how can they be addressed through your activities:** |

**3. DESCRIPTION OF THE PROJECT STAKEHOLDERS**

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| **Who are the stakeholders that are involved in the project (government, private sector organizations,) and specify their roles** |
| **Explain in which way the local community (i.e. local government and hoteliers) are involved in different stages of the project (planning, implementing, benefit sharing)** |
| **Which organizations are member of the local project management committee (DSMC), who will chair the committee, and how often the committee meets (it is recommended to organize a meeting of the local project steering committee at least once every quarter)** |

**4. Local Absorptive capacity, sustainability and replication potential**

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| **How do you intend to ensure the long-term overall sustainability of the project after external funding is terminated?** |
| **Do you plan to share lessons learned with other organizations and/or groups in the community? Please name them and explain the replication potential.** |
| **Do you envision any difficulties in the ability of local organizations and/or groups to adapt new behaviour and practices generated from project activities? How do you plan to overcome these?** |

1. **MONITORING, EVALUATION AND KNOWLEDGE MANAGEMENT**

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| **Who will be responsible for Monitoring and Evaluation:** |
| **Who do you plan to invite to your progress review meeting? When do you plan to have the first meeting? How often do you plan to have these meetings?** |
| **Have you planned any learning & sharing activities with other organizations? Please name the activities and the organizations**. |

1. **PROJECT ACTIVITIES SUMMARY TABLE**

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| **Activities** | **Lead Individual/Organization** | **Deliverables** | **Expected Completion Date** | **Projected Expenditure** |
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