**Project Final Evaluation Report**

**The Satoyama Development Mechanism (SDM) 2020**

# Executive Summary

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| **Project Number:** *(for office use)* | **Date of Submission:** *dd/mm/yyyy* |
| **1. Organization Name /country:** |
| **2. Project title:** |
| **3. Project site /country:** |
| **4. Executive summary of the project results and evaluation:***Please provide an executive summary of the project results and evaluation in 250-300 words, which comprehensively entails the essence from the main body of the evaluation report, particularly the project background, deliverables and outcomes (SECTION 1-1, 1-3 and 1-4); relevance to the IPSI Strategy and global sustainability goals (SECTION 2-A); as well as the most important achievements and lessons from the project (SECTION 3-1 and 3-2).*  |
| **5. Project duration:***mm/yyyy* to *mm/yyyy* | **6. Size of project site:**Hectares | **7. Number of beneficiaries:** |
|  | Persons |
| (Number of women among them: |  ) |
| **8. Contact person:** |
| 1. Name and position title
 |  |
| 1. Mailing address
 |  |
| 1. Telephone
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| 1. Fax
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| 1. E-mail
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| **9. Partner organisation(s):** |
| ***Note:*** *The SDM Secretariat will directly use the contents of the evaluation report as necessary, in relevant information materials, including publishing as an IPSI Case Studies on IPSI website, for sharing your experiences in an SDM project with other IPSI members and beyond. With this in mind, please provide accurate information in the columns above, particularly the executive summary of the project results and evaluation, in a manner to help our audience understand your project.*  |

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# Preface

# Location Map

# Pictures

# Acronyms

# SECTION 1: Project Results

1. Background

*Please provide the project background information that you already described in the project proposal, with updates if necessary: the social/economic/environmental situation surrounding the SEPLS where the project is proposed, the state and trend of biodiversity, ecosystems and their benefits to people, major threats to the sustainability of SEPLS as well as challenges in addressing these threats, and elaborate on how the proposed project can change the current situation. (Under 250 words)*

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1. Objectives

*Please provide a set of objectives, or intended outcomes, of the project that you already stated in the project proposal, with updates if necessary. (Under 100 words)*

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1. Delivered activities and outputs

*Please present a list of the activities conducted and outputs produced by the project, based on the planned activities and outputs that you provided in the project proposal.*

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1. Project outcomes

*Please present a list of the project outcomes (e.g. changes in the state/trends of environmental, social or economic factors relating to the target SEPLS, or in the awareness/behaviours of your target stakeholders) resulting from the activities and/or outputs of the project. Please specify the scale of the outcomes and/or the stakeholders involved, as well as whether the outcomes were already generated during the project period or are anticipated after the project closing.*

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1. Key stakeholders involved in the project and their roles

*Please list out the organisations and/or the type of stakeholders your project involved, and describe their roles in the project. If your project is part of an IPSI Collaborative Activity or engaged other IPSI member(s), please clarify whether the project resulted in enhanced collaborations between IPSI members and how.*

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1. Influencing factors

*Please specify the factors that significantly influenced the achievements of your project, including those not expected when you formulated the project assumptions in preparing the project proposal, and/or the risks that had been hardly manageable by the project, and describe how you responded to such factors (Under 200 words)*

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# SECTION 2. Project Evaluation

1. Relevance to IPSI Strategic Objectives:

*In what way has the project addressed the* Strategic Objectives of the IPSI Strategy *(see para 9 of the* [*IPSI Plan of Action 2013-2020*](https://satoyama-initiative.org/wp-content/uploads/2018/06/IPSI-Plan-of-Action-2013-2020-finalized.pdf)*)?*

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1. Relevance to Aichi Biodiversity Targets and SDGs:

*In what way the project responded to the critical needs of the target group / target area, and/or dealt with the issues of international concern such as the 2020* [*Aichi Biodiversity Targets*](https://www.cbd.int/sp/targets/) *and the 2030* [*Sustainable Development Goals*](https://sustainabledevelopment.un.org/?menu=1300) *(SDGs)?*

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1. Progressive achievements and innovativeness:

*What kind of progressive achievements and/or innovative approaches/methodologies were demonstrated by the project which can serve as a model for further IPSI activities?*

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1. Long-term continuation of project activities:

*Has the project established any mechanisms/funding/partnerships for the wider dissemination of its experiences/lessons, or for the longer term continuation of its activities beyond the SDM project period?*

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# SECTION 3. Key Messages

1. The most important achievements

*Please describe the most important achievements of the project which could provide critical insights to IPSI members and beyond, in such terms as promoting collaborative activities among IPSI members, strengthening community-led initiatives to make concrete changes on the ground or among stakeholders, and/or demonstrating innovative approaches.*

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1. Key lessons

*Please describe key lessons from the project, which would be of use in your future activities, and/or for the IPSI members and beyond who are active in a similar field of work.*

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# ANNEX

*Please attach the following documents when submitting this report to the SDM Secretariat.*

Annex 1: Implementation Plan

Annex 2: Financial Statement

Annex 3: Any relevant materials or documentation, including records of surveys (interviews and questionnaires), research report, meeting/workshop proceedings and/or other outcomes from the project.

Annex 4: References

Annex 5: IPSI Case Study Summary Sheet