

Monitoring and Evaluation Plan for the eradication of *insert target species* from *insert site name*, *location*

Title page can include referenced photos of study site and/or species involved

Insert author(s) name, institution, contact details

If applicable, include notification of funding organisation / contractor

Reviewer(s): *Insert reviewer(s) name, institution, contact details, date*

Version History:

VERSION	DATE	AUTHOR	REASON FOR CHANGE

This report should be cited as: *Insert citation including all authors and date*

NOTE: Guidance on how to complete a Monitoring & Evaluation Plan can be found in Section 5.4 of the Overview document of the UK Rodent Eradication Best Practice Toolkit.

Template guidance is all provided in **Green** and should be deleted prior to completing the report.

This template has been adapted from the Pacific Invasives Initiative toolkit (PII, 2011).

Executive Summary

Provide an overview of the main points of the report. Provide enough information for the reader to get a summary of what is discussed in the full report.

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1 INTRODUCTION

Explain the purpose of this document. Include:

- *A summary of the project so far.*
- *Monitoring for presence/absence of target species is covered in Section 5: Surveillance of Biosecurity Plan.*
- *How the outcomes from removal of target species will be monitored.*
- *How the indicators (performance measures against key targets) for each project objective will be monitored.*

1.1 Baseline data collection

Review the Feasibility Study and the Project Plan for any existing baseline monitoring data and include in this section.

Outline the baseline data required prior to eradication, and any control sites to determine if ecological changes are linked to other factors, such as climate, or as a result of the eradication.

2 GOAL, OBJECTIVES and OUTCOMES

The goal, objectives and outcomes should define what the project will achieve, and how the project success will be monitored. Refer to Feasibility Study Report and Project Plan. All objectives should be SMART (Specific, Measurable, Attainable, Relevant and Timely). Outline the:

GOAL: A long-term desired result.

OBJECTIVES: Specific achievements that will help reach the goal.

OUTCOMES: A change resulting from the achievement of an objective.

2.1 Indicators

Refer to Section 2: Goal, Objectives and Indicators in the Project Plan. Record how each indicator will be measured for each objective, Table A. This Monitoring and Evaluation Plan covers the monitoring of project outcomes only. Monitoring of operational factors is recorded in the Operational Plan. Project management monitoring and reporting will be as recorded in the Project Governance Section of the Project Plan.

Table A: The data collection methods required to monitor against each indicator to evaluate the project to eradicate *insert target species* from *insert site*.

Objectives	Outcomes	Indicators	Data collection method	Baseline data collection	Monitoring timing	Responsibility
<i>e.g. Objective 1. Remove predation pressure of invasive non-native rodents on declining species on site.</i>	<i>Outcome 1: Eradication of brown rats from xxx island by 31 April 2018.</i>	<i>e.g. Indicator 1: No brown rat population present on xxx island by 31 April 2020.</i>	<i>e.g. Monthly biosecurity checks as part of surveillance (see Biosecurity Plan).</i>	<i>e.g. Reference Feasibility Study index of abundance and genetic studies.</i>	<i>e.g. Ongoing. 2 years following last rodent sign for rat-free status.</i>	<i>e.g. Relevant stakeholder</i>
		<i>Indicator 2:</i>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>
		<i>Indicator 3:</i>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>
	<i>Outcome 2:</i>	<i>Indicator 1:</i>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>
		<i>Indicator 2:</i>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>
		<i>Indicator 3:</i>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>
	<i>Outcome 3:</i>	<i>Indicator 1:</i>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>
		<i>Indicator 2:</i>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>
		<i>Indicator 3:</i>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>
<i>Objective 2.</i>	<i>Outcome 1:</i>	<i>Indicator 1:</i>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>
<i>tbc</i>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>

3 DATA COLLECTION DETAILS

Explain the details of the monitoring methods listed in Table A for evaluating the project success against each indicator. Provide sub-headings for each of the methods to use.

For ecological monitoring, list any long-lived species for which positive results may take a long time to be seen.

Clearly outline how and where the data collected will be reported and presented.

4 EVALUATION

Summarise how the project will be evaluated. Refer to a Technical Report and/or Operational Review for reporting the full details. Include:

- *Lessons learned for future projects*
- *Recommendations and next steps (if required)*

5 REFERENCES

Use this section to record full citations of other documents that have been used and referred to in preparing the Monitoring and Evaluation Plan. Set a consistent format for referencing.

6 APPENDICES

Use this section to record background information and information that does not fit into any of the other sections but may be of use in later project phases, including details of all site visits and baseline data.