

**TO ALL COMMISSION MEMBERS, COOPERATING NON-MEMBERS,  
PARTICIPATING TERRITORIES AND OBSERVERS**

**Circular No.: 2024/82**  
**Date: 31 October 2024**  
**No. pages: 7**

**Subject: Call for Proposals for the 2025 Japan Trust Fund**

Dear All,

Please find attached a call for project proposals for funding support under the Japan Trust Fund (JTF) for 2025. The JTF program will continue to focus its assistance on new fisheries management procedures including harvest strategy and new monitoring technology-related projects.

The objective of the JTF is to support capacity building among developing island States concerning fisheries statistics, regulation, and enforcement, including:

- (a) data collection and reporting of their fisheries and associated activities, in particular, those required by WCPFC, and
- (b) establishment of fisheries regulation and its effective enforcement of, in particular, the conservation and management measures adopted by WCPFC.

Project proposals must describe the background, purpose, necessity, expected outcome, and budget required for the project in a short but clear and concise manner of around 3 – 5 pages. An example template is attached to this Circular (Annex 1).

The **submission deadline for proposals is Friday, 20 December 2024**. If you have any inquiries about the JTF, please contact the Secretariat's Assistant Science Manager, Ms. Elaine Garvilles ([elaine.garvilles@wcpfc.int](mailto:elaine.garvilles@wcpfc.int)).

Sincerely,



Rhea Moss-Christian  
**EXECUTIVE DIRECTOR**

## WESTERN AND CENTRAL PACIFIC FISHERIES COMMISSION

P.O. Box 2356

Kolonia

Pohnpei 96941

Federated States of Micronesia

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### INFORMATION PACKAGE

#### Call for proposals for the 2025 Japan Trust Fund

##### Introduction

This is to inform developing States and Participating territories of the Western and Central Pacific Fisheries Commission, particularly small island developing States (SIDS), that the Japan Trust Fund (JTF) has secured a budget of **US \$156,566** to cover the year 2025 activities, which is now available for proposal submission. The 2025 JTF was lower than the previous year due to depreciation in the currency exchange rate of Japanese Yen which resulted in budget reduction in US dollars. In this regard, Japan emphasized that in 2025 they will be more selective in approving projects for funding under the JTF.

The JTF is a multi-year program with funding support provided by the Government of Japan. Its initial phase was for 5 years from 2008 to 2011. The second phase was for 5 years from 2012 to 2016 and was extended for a further 2 years. The third phase was from 2019 to 2023. The ongoing fourth phase program of the JTF is to support capacity building among WCPFC Members of SIDS. However, certain attention shall be given to the participation by the Members of other developing States other than SIDS, so, that they are not unduly excluded from the activities under WCPFC in respect of fisheries statistics, regulation, and enforcement. Proposals from eligible CCMs will be welcomed, noting that any project proposals that overlap with those proposed by SPC/FFA will be reviewed by the JTF Steering Committee.

Applicants are required to prepare a project proposal describing the background, purpose, necessity, expected outcome, and budget required for the project in a short but clear and concise manner of around 5 – 7 pages (sample template in **Annex 1**). The deadline for proposal submission is **Friday, 20 December 2024**. The Steering Committee will undertake an appraisal, and selection of projects to be supported, with the aim of announcing approved projects in early 2025. Approved projects are required to be completed, as a general rule, by the end of 2025 and submit a brief narrative and full financial report to the Steering Committee no later than 30 days after completion of the project. If you have any inquiries about the JTF, please contact the Secretariat's Assistant Science Manager, Ms. Elaine Garvilles ([elaine.garvilles@wcpfc.int](mailto:elaine.garvilles@wcpfc.int)).

## Objective

To support capacity building among developing island States with respect to fisheries statistics, regulation and enforcement in the following areas;

- (a) data collection and reporting of their fisheries and associated activities, in particular, those required by WCPFC, and
- (b) establishment of fisheries regulation and its effective enforcement, in particular, the conservation and management measures adopted by WCPFC.

## Scope and Tasks

Provision of project proposals with budget implications.

## Outputs

Narrative (*Progress and Final*) report of the Project (report template in **Annex 2**) and full financial report will be submitted to the Secretariat's Assistant Science Manager, Ms. Elaine Garvilles ([elaine.garvilles@wcpfc.int](mailto:elaine.garvilles@wcpfc.int)), no later than 30 days after the project completion.

## Budget

As a principle, **this project is not intended to fund hiring permanent staff, construction of infrastructure nor the purchase of hardware and non-expendable equipment.** If such hardware and non-expendable equipment are indispensable for the project to be implemented, they should be obtained by lease contracts during the Project period to the extent possible.

## Expressions of Interest

The consultancy related to the implementation of the project proposal will commence as soon as possible after the selection of the winning bid. Suitably qualified individuals, institutions, or firms are invited to submit bids to undertake the assignment described in the proposal.

In assessing the merits of all bids, cost efficiency and cost-effectiveness will be important considerations in determining the preferred bidder.

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**JAPAN TRUST FUND PROJECT PROPOSAL**

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**[Country Name]**

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***Title***

Development and improvement of tuna fisheries data collection for Pohnpei artisanal and semi-artisanal tuna catch in the coastal water.

***Principal Investigator***

Mr/Ms. Principal Investigator (brief CV attached)

***Background and needs***

The problem of a lack of inshore fisheries data exists throughout the four states of Federated States of Micronesia. In the late 80's, a program provided sufficient information on fishing effort in the inshore fishery, but this was phased out a decade later due to funding constraints.

In 2010, a fish market study was conducted to provide baseline data on coastal fish catch but it did not focus on the amount of tuna landed by local fishers. Tuna fishing such as trolling and bottom fishing, is one of the most important sources of income for most of the fishers. The lack of basic statistics on tuna and tuna-like fishes in the inshore fishery is a serious concern for small developing island countries, because of not only the need for resource management but also for improvement of the self-sufficiency of food. Therefore, there needs to be a program or system in place that will gather and compile information on tuna catches from inshore fishing activity. These data can also help to fill the tuna catch data gaps with regard to landings by local fishers.

***Objectives***

1. To develop a fisheries data collection program for providing information on tuna catch within Pohnpei coastal water with the assistance of SPC-OFP.
2. To enhance the capacity of fisheries personnel on proper methods of data collection on tuna catch from local fishers.

***Work Proposed***

- To conduct a workshop for State Fisheries Officers on data collection procedures or methods.
- To assess and purchase required materials and equipment for improvement of tuna fisheries data collection and management.

***Expected Outcome***

- A tuna statistics program may provide more accurate information on inshore tuna catch.
- Improved availability of information on inshore fishery for resource management purposes.

- An increase in the number of Fisheries Officers fully trained in proper data collection, management, and analysis.
- The experience obtained through this project can be extended to other important fish species like reef fishes.

**Budget**

The requested budget will cover: the travel costs of a trainer from SPC-OFP to conduct training for Pohnpei State Fisheries Officers regarding basic fisheries data collection, management, and analysis; online or hybrid training options may be considered. Travel costs for a local Fisheries Officer to travel to all outer islands of Pohnpei to establish a data collection program, train and hire counterparts in these six outer islands are included in the budget. The cost of fuel is included in this initial request because it was not reflected in our 2025 fiscal year budget but it can be accommodated in FY2026.

<b>Item</b>	<b>Cost</b>
Travel and per diem for SPC-OFP staff to conduct workshop in Pohnpei <ul style="list-style-type: none"> <li>• Round trip for Noumea/Pohnpei - \$6,000</li> <li>• Per diem – 5 days (\$120/day) - \$600</li> </ul>	\$6,600
Travel and per diem for State Fisheries officer to outer island to train locals on data collection <ul style="list-style-type: none"> <li>• Cost of traveling to 6 outer islands to train Data Collectors</li> </ul>	\$ 1,500
Six Outer Island Fisheries Data Collectors Contract <ul style="list-style-type: none"> <li>• 6 Data Collectors (\$200/month for 12 months)</li> </ul>	\$ 14,400
Fuel for data collection <ul style="list-style-type: none"> <li>• Fuel will be used for outer islands and the main island during data collection</li> <li>• \$2,000 for 6 islands and \$500 for the main island</li> </ul>	\$ 2,500
<b>TOTAL</b>	<b>US \$25,000</b>

**In-Kind Contribution**

<b>Item</b>	<b>Cost</b>
Salary (1 Fishery Officer)	\$10,000
Vehicle	\$15,000
Boats (6 boats with engines at outer islands)	\$ 33,000
<b>Total</b>	<b>US \$58,000</b>

***Submitted by:***

Marine Development

Pohnpei State Government, P.O. Box B, Kolonia, Pohnpei FM 96941

Contact Person: Mr Jose Dela Cruz

**JAPAN TRUST FUND PROJECT REPORT**  
**[Country Name]**

**I. Project Title**

**II. Project Objectives**

[Please provide a brief description of the specific objectives and the expected results of the project as indicated in the project proposal]

**III. Results and Discussions**

[Please provide a summary report of the key project activities and results including graphs, figures, photos and/or other supporting documents. Kindly discuss if the project has attained its expected outcomes. Also, include any challenges encountered in the project implementation and suggested way/s forward]

**IV. Budget** *(if the project has been completed, please provide details)*

Details	Amount (in USD)
Funds Received	
Funds Utilized	
In-Kind Contribution <i>(if any)</i>	
Other Funding Source/s <i>(if any)</i>	

*Note: additional supporting documents may be requested as deemed necessary*

**V. Fund Balance** *(if any, after the project has been completed)*

[The beneficiary may indicate if and how the balance is to be passed down to a project in the coming year]

**VI. Comments/Conclusions/Suggestions/Recommendations**

[Please feel free to give your comments/conclusions/suggestions/recommendations regarding the usefulness and/or operation of JTF]