

RULES AND CRITERIA CALL FOR PROPOSALS SMALL GRANT

SMALL-SCALE INITIATIVES PROGRAM 5 (PPI 5.2)

1. PROGRAM OVERVIEW

The French Facility for Global Environment (FFEM) has launched a fifth phase of the **Small-Scale Initiatives Program (PPI 5)** for the 2016-2019 period.

This program's main objective is to **help local NGOs and local authorities in Central and Western African countries contribute to biodiversity conservation and addressing climate change adaptation by funding local projects.**

The 5th round of PPI grants will target projects tackling the issues of **protecting remarkable biodiversity and addressing climate change impacts through nature-based solutions that improve people's livelihoods.**

About **15 projects will be funded in 12 Western and Central African countries** for this 5th round.

2. PROGRAM OBJECTIVES

PPI's objectives include:

- To fund on-ground projects implemented by the civil society of Western and Central Africa that protect remarkable biodiversity (e.g.: rare and/or endemic species or ecosystems) and/or address climate change issues ;
- To build the civil society capacity on project development, management and monitoring and reinforce technical skills required to successfully implement these projects ;
- To raise the level of the civil society influence on environmental decisions and policies in their own countries, and
- To facilitate the sharing of lessons learned and enable networking among grantees.

The program has 3 pillars:

2.1 Selection, funding, monitoring and evaluation of local projects coordinated by the IUCN French Committee (IUCN-FC)

2.2 Building capacities and networking of CSOs coordinated run by the IUCN Central and West Africa Program (IUCN-PACO)

2.3 Documenting and sharing outcomes and lessons learnt with a wider audience.

3. ELIGIBILITY CRITERIA

3.1 Eligible countries (map below)



Western Africa: Ivory Coast, Ghana, Togo, Benin, South and Central Burkina-Faso, extreme South of Niger. For Burkina Faso and Niger, the limit is along the ecoregion of the "West Sudanian Savanna"¹ »

Central Africa: Cameroon, Republic of Central Africa, Democratic Republic of Congo (DRC), Gabon, Sao Tome-and-Principe, Republic of Congo.

IUCN-PACO can provide technical support to all organizations in those countries after the pre-selection phase.

3.2 Eligible bodies

Eligible bodies for this round of small grants are:

- **African NGOs** that have not previously benefited from a PPI grant, working on high biodiversity values and/or that are important for addressing climate change issues.

The recipients must have:

- A recognised legal status that allows them to receive a grant;
- Confirmed on-ground experience;
- Experience in project management;
- A solid knowledge in the field relevant to the project, e.g. biodiversity conservation and/or on climate change issues.

¹ The West Sudanian Savanna is a terrestrial ecoregion defined by the WWF, belonging to the Prairie biome, tropical and subtropical savanna and bushes of the afro-tropical ecozone. It extends over south-central Senegal, Burkina Faso, southern Mali, southern Niger, northern Ivory Coast, Benin, Togo, The Gambia, Ghana, Guinea and Nigeria. The limits of this ecoregion are available here: https://upload.wikimedia.org/wikipedia/commons/5/5f/Ecoregion_AT0722.svg
The distribution of animal species according to terrestrial ecoregions is available on the "WildFinder" application: <https://www.worldwildlife.org/science/wildfinder/>

Application forms must include **consistent, realistic and measurable objectives and expected outcomes, at the end of the project.**

Proposals should also demonstrate their proponent's capacity to adopt and implement a monitoring and evaluation framework to inform these SMART² indicators throughout the life of the project. This M&E framework will be detailed in a specific strategy under which grantees will receive support from IUCN FC and PACO before the inception of the project.

3.3 Eligible themes

The eligible themes are :

- 1) **remarkable and threatened biodiversity conservation**
- 2) **addressing climate change impacts through nature-based solutions.**

Nature-based Solutions (NbS) are defined by IUCN **as actions to protect, sustainably manage and restore natural or modified ecosystems, which address societal challenges (e.g. climate change, food and water security or natural disasters) effectively and adaptively, while simultaneously providing human well-being and biodiversity benefits.**

NbS are designed to address major societal challenges, such as food security, climate change, water security, human health, disaster risk, social and economic development.

The response to these challenges depends indeed, in one way or another, on ecosystem health and proper functioning, in land, coastal or marine environments. Thus, healthy, resilient, functional and diverse ecosystems will enable us to develop solutions for the benefit of our societies and overall biodiversity in the face of global change.

The proposed project must include on-ground actions with concrete, measurable and lasting impacts on one of the two eligible themes as well as local development.

3.4 NON – eligibility criteria

This grants program does not cover:

- Capacity building or scientific research programs not directly linked to an on-ground project and/or for which the main activities are limited to workshops, training or research ;
- Projects dedicated to ordinary biodiversity ;
- Operating costs and business-as-usual activities ;
- Micro-finance projects unless they are led under a close partnership with specialised micro-finance organisations ;
- National lobbying campaigns with no on-ground component ;
- Agro-ecology and rural development projects (farming or fishery) that don't have a well-documented and significant effect on a rare or threatened species or on climate change adaptation through nature based solutions ;
- Reforestation projects (non-native tree or fruit-tree species) that don't have a well-documented and significant effect on a rare or threatened species or on climate change adaptation through nature based solutions ;

² Specific, Measurable, Achievable, Relevant, Timely. These indicators should be used to assess not only the results in terms of biodiversity conservation/climate change objectives but also the capacity building and communication aspects.

- Erosion control projects not directly linked to the protection of a rare or threatened species or on climate change adaptation through nature based solutions;
- Wild game farming projects with no conservation goal ;
- Stove based projects and solar, wind energy or hydroelectric power equipment based projects.

3.5 Financial eligibility

The maximum contribution for these small grants is € 45 000, with an average amount of € 30 000

This contribution will cover at maximum **50% of the total cost of the project** when there are other partners such as international organisations or NGOs or private companies as co-funding donors. If the recipients only have local donors (local population contribution, NGO, local authorities...) FFEM could contribute up to 75% of the total amount of the project.

All projects asking for more than 45 000 € or presenting a co-financing percentage of more than 50% or 75%, depending on circumstances for co-financing, will not be considered.

Co-funding must correspond to **real monetary contributions**, either from the NGO itself, or from other donors. Documentary evidence of this co-funding will be required into the application form.

In-kind contributions may also be taken into account providing the NGO has the capacity to:

- Provide clear and precise information on how in-kind contribution have been calculated;
- Indicate the method by which the NGO can monitor the effective mobilization of this contribution.

Whether it is actual monetary contribution and / or in-kind contribution, IUCN-FC reserves the right to conduct audits to verify the exact nature and use of this cofunding throughout the project implementation period.

3.6 Duration of project

Project duration: 18 months maximum.

4. SELECTION CRITERIA

The IUCN-FC is in charge of ranking and selecting successful projects. The projects will be shortlisted as a competition. The projects will be rated according to the following criteria:

Elimination criteria:

- Country and recipient eligibility ;
- Themes and activities eligibility according to PPI objectives (paragraph 3 "Program objectives");
- Financial eligibility and reality of co-financing of the project ;
- Pre-proposal, complete proposal filled in an unsuitable form

Selection criteria:

- Recipient's background on the topics and in the geographical area concerned by the project ;
- Contribution to biodiversity conservation or climate change impacts mitigation through nature-based solutions ;
- Technical and socio-economic feasibility and realistic nature of expected outcomes ;
- Contribution to local economic and social development ;
- Cultural and social acceptance of the project demonstration of community involvement and agreement or support by relevant local authorities ;
- Coherence with adopted national and local environmental policies ;
- Capacities of the organisation to successfully lead a project to its completion ;
- Sustainability of actions implemented at project's end ;
- Ability of the organization to implement a monitoring and evaluation framework defining modalities and mechanisms for data collection and reporting through clearly defined indicators;
- Ability of the organization use existing local governance mechanisms and conservation tools.

5. SELECTION PROCEDURE

In order to reduce time spent by proponents on formulating proposals and designing projects, **projects selection by PPI will be first based on a pre-proposal of 4 pages maximum.**

The procedure will follow two stages:

5.1 Pre-proposals selection (preselection):

- IUCN-FC will assess pre-proposals according to criteria (paragraph 4) and will invite proponents with the best projects to submit a complete proposal. IUCN PACO may support technically the preselected recipients who want to benefit from it. **This support does not guarantee the approval of the submission as it's a Selection Committee (composed with independent members from PPI executive team) which takes the final decision among the projects.**

Only preselected organizations (those whose pre-proposals have been selected) will be invited to submit a complete proposal.

The IUCN-FC will notify each candidate about the results of the competition.

5.2 Selection of complete proposals

Organizations invited to submit the complete proposal according to the provided application form must send it to IUCN-FC.

IUCN-FC will receive completed proposals and submit them to the PPI 5 Selection Committee, in charge of selecting the **top 15 proposals by the end of November 2017.**

The IUCN-FC will inform individually on the selection results.

Successful projects will receive funds **once IUCN-FC and the proponent have both agreed on the terms of the grant contract and once all administrative documents³ required by the Fonds Français pour l'Environnement Mondial (FFEM) have been provided, in accordance with the French development Agency (AFD) procedures.**

We draw your attention to the fact that collecting these documents can take several months, depending on responses received from proponents. **This is why we ask proponents to prepare these documents several weeks/months before the final decision of the Selection Committee is made, in order to stand at-the-ready in case your project is approved and be able to start straight away.**

It should also be noted that any significant changes with a proponent's organisation (e.g. in relation to human and/or financial resources) which happens between the time the grant is awarded and the contract is signed may lead to the cancellation of the grant.

6. HOW TO APPLY?

6.1 Pre-proposals:

Organizations must send **by email only** their pre-proposals to IUCN-CF: ppi@uicn.fr

The pre-proposals form can be downloaded here:

<http://uicn.fr/cooperation-internationale/programme-de-petites-initiatives-du-ffem/> or <http://www.ffem.fr/accueil-FFEM/PPI>

Only the duly completed pre-proposals will be considered: respect of plan, font required, number of pages (maximum 4), and has to be in a Word format (**PDF and paper not accepted**). **Projects not eligible for the budget will not be considered.**

6.2 Complete proposals:

Preselected NGOs by IUCN-FC must send by email their complete proposal to IUCN-CF: ppi@uicn.fr

The application form for complete proposals will be sent directly to NGOs shortlisted.

Only duly completed proposals will be considered including for aspects such as following the required font and format.

Application procedure:

We ask you to please ensure that you:

- **Follow the following format to name your file: COUNTRY - ORGANISATION (ex. GHANA – AFED) ;**
- Include page numbers and **types of your files, especially Excel files ;**
- Split the main application core and its appendices into separate files. Start by sending the application form as a standalone as it should be a lighter file ;
- Use only one email address per application.
- At the precedent call for proposal 30% of projects were refused because they were sent too late. **Think about Internet connection problems that may arise and the time needed to transfer files: please meet the deadline.**

² The list of administrative documents will be provided to NGOs pre-selected



During the selection process, additional information may be requested by IUCN-FC. Applications can be submitted in French or English.

Next dates to remember for this round of call for proposals PPI 5 are:

- **Deadline for sending pre-proposal forms: 1st of May 2017 (6.00 pm, Paris Time GMT+1).** Documents received after 6.00 pm will not be considered.
- **Once NGOs are invited by IUCN, complete proposals will have to be sent before 16st of September 2017 (6.00 pm, Paris Time GMT+1).** Documents received after 6.00 pm will not be considered.
- **Final decision for funding: 15th of November 2017**