GEF SMALL GRANTS PROGRAM
2022 INVITATION TO SUBMIT APPLICATION FOR
A CAPACITY DEVELOPMENT GRANT

GEF Small Grants Program was launched by the Global Environment Facility through United Nations Development Program to assist developing countries in fulfilling their commitment of protection of the global environment through local actions.

Over the years, SGP has been successful with building and strengthening capacity of its grantee organisations enabling various opportunities including sourcing of alternate counter funding to support projects and adopting sound grant reporting skills. Institutional strengthening and upskilling of personnel has been a key to the growing success of CBOs. SGP is therefore now seeking an experienced national non government organization to assist the SGP team conduct key training and develop key knowledge products.

Partnerships

The GEF Small Grants Program (GEF-SGP) is pleased to launch this call for proposal in partnership with the Papua New Guinea Biodiversity and Climate Fund, a newly-formed national institution with the mission to catalyze financial and technical resources to enable present and future generations of Papua New Guineans to restore, protect, and enhance the country’s biodiversity and build resilience in the face of climate change.

The GEF-SGP aims to support the Biodiversity and Climate Fund achieve its mission, by aligning its granting program around the Fund’s five programmatic themes below.

SGP invites registered civil society organizations to submit their Full Proposals for consideration of a grant award up to USD $100,000. The call is open from Monday, 29 August through to Monday, 12 September 2022 at COB. This capacity development award will take the form of assisting the SGP secretariat undertake training on conduct of meetings, strategic planning and management of the
project, building consensus and promoting dialogue between stakeholders, developing and documenting project stories for media publication and developing monitoring and learning tools to measure and reflect on progress.

**Criterion and extent of financial support:**

Full Proposals are invited from registered national non-government organizations. This call is restricted to national registered civil society organisations. The duration of projects proposed should not exceed Fourteen [14] months. The criteria for assessing project applications will be based on:

- More than 5 years demonstrated experience with training community-based organisations to generate, access and use information and knowledge
- Demonstrated experience and knowledge with production of knowledge materials using various modes of communication and windows applications
- Experience with enhancing capacities to monitor and evaluate projects
- Experience with promoting Involvement of women, marginalized populations and isolated communities as equal partners in project implementation
- Experience with gathering and documenting local knowledge involving communities in planning and using flexible and transparent approaches during implementation of activities in projects

Interested NGO’s may download the relevant guidance note and Full Proposal from the website following [www.pg.undp.org](http://www.pg.undp.org). All submissions should be made using the Full Proposal template. Full Proposal submission should accompany attachments as listed on the cover page of the full proposal. Due to an increased number of applications, SGP secretariat will reject applications that do not use SGP template and relevant pre-requisite attachments are absent.

Submissions must have a cover letter and be addressed to:

*The National Coordinator*

**GEF Small Grants Programme**

**United Nations Development Programme,**

**PO Box 1041, Port Moresby, NCD**

**Level 14, Kina Haus**

All applications should be emailed to [sgp.pg@undp.org](mailto:sgp.pg@undp.org). Enquiries can be made using same email address.