**UNDP GLOBAL ENVIRONMENT FACILITY SMALL GRANTS PROGRAM**

**2023 CALL FOR PROPOSAL**

**UNDP GEF SGP GHANA 2023 CALL FOR PROPOSALS**

The Global Environment Facility of the Small Grant Programme at the United Nations Development Programme (UNDP GEF-SGP) announces the 2023 "call for proposals" to award small grants of up to US$50,000 to non-governmental organizations, Civil Society Organizations (CSOs) and community groups. This is to support new approaches that are strategic, impactful, and will strengthen initiatives aimed at increasing resilience, ensuring inclusion of the most vulnerable groups (women, youth, and persons with disabilities), reduction of inequality and gender disparities whiles protecting natural resources. The 2023 grant award seeks to:

1. promote innovative solutions as well as traditional/local knowledge to safeguard the global environment;
2. systematically develop capacity and platforms among local communities, civil society groups, and other stakeholders as a key driver for environmental sustainability;
3. focus on maximizing global environmental benefits (i.e , key biodiversity areas, clean technologies, etc.) through working with communities to revegetate the Black Volta landscape whiles developing local livelihood enterprises;
4. strengthen and expand partnerships, particularly with government/policy makers and private sector as well as GEF and non-GEF programs, for scaling up and sustainability.

At the community levels, the grant will complement the Ghana Government and the UNDP efforts and target strategic initiatives that will promote integrated approaches in addressing key global environmental issues. The priority activities to be funded will include:

1. Community-based conservation of threatened ecosystems and species

The grants will focus on the sustainability of Indigenous and Communities Conserved Areas (ICCAs) (sacred groves), community plantations and woodlots, private protected areas, corridors, buffer zones, and CREMAs. The grant will seek to promote the sustainable use of biodiversity utilizing ecotourism processing of biodiversity products, food security, sustainable commodity value chain, and others. Support would be given towards making the existing CREMAs move beyond aid. The grant will facilitate partnership for effective utilization of the resources under the public-private sector partnership.

1. Sustainable agriculture and fisheries, leading to food security.

The grant seeks to build on the innovative climate smart agroecology to support sustainable and ecological agricultural production which provides food security, nutrition, and health benefits in addition to secure and sustainable livelihoods for small holder farmers, cooperatives, and artisanal fishers. The project should link local producers with better markets (national and international) sources and promote use of certification systems, and eco-labelling as the means. It should contribute to greening of supply chains for local products as well as generation of value addition for local producers. These initiatives should contribute to increasing ecological connectivity, reducing forest fragmentation, and improving forest biodiversity values at landscape levels. It should promote good management practices in community smallholder forestry and agroforestry and trees on farmlands and develop sound local level land management policy with the view to increasing agriculture resilience to climate change.

1. Low Carbon Energy Access Co-benefits

The grant will focus on grassroots energy efficiency and renewable energy solutions that can help meet the increasing demand for energy in a sustainable manner, while at the same time generating multiple co-benefits contributing to achievement of the sustainable development goals (SDGs). It will support the mainstreaming of eco-certification sustainable woodfuel production and efficient renewable energy technologies within the landscape for improved livelihood. The approach in this initiative should be directed at providing access to affordable modern energy services necessary for development, while safeguarding environmental and social benefits.

1. Local to Global Coalitions for Chemicals and Waste Management

The grant will focus its support on plastics/solid waste management and will seek to establish systems of local certification of organic producers in vegetable through producer-consumer agreements and eventually graduating to national government policy that will influence markets. It will seek to promote alternative to mercury use in artisanal and small-scale gold mining by popularizing community mining concept as a model for small scale gold mining in Ghana. Activities will include support for innovative, affordable, and practical solutions to chemicals and waste management in joint effort with partners including government agencies, research institutions, private sector, and international agencies.

**Priority Geographic Focus**

Table 1: **Priority Geographic District.**

Graphical user interface, application

Description automatically generated

**Eligibility**

To qualify for the grant award, the applicant must:

* be non-governmental or non-profit organizations with legal mandate to operate in Ghana;
* be community groups/community-based organizations, and social enterprise organizations recognized by the relevant municipal/district authorities;
* have relevant experience and proven records of working with communities and groups in environmental, forestry and/or agricultural related activities and should be based or already have a working presence in the respective priority geographical areas;
* be the lead organization that should propose a plan of engaging governments, research institutes, communities, media, and other key stakeholders. University/research institutes can be engaged for the baseline analysis.

**Time Framework:**

Call for proposals are opened from the date of this advertisement until close of work of **April 28, 2023**. Only successful applicants would be notified. The full details on the call for proposal process, eligibility criteria, preferred bio-geographic areas, the project strategy, guidelines for applications, and project application document are attached this call. However for any further information, please send request to [george.ortsin@undp.org](mailto:george.ortsin@undp.org) or [lois.sarpong@undp.org](mailto:lois.sarpong@undp.org) ; or write directly to The **National Coordinator**, **UNDP GEF-SGP, P. O. Box 1423, Accra.** Tel/WhatsApp. +2330505740909.

# ANNEX 1 **CALL FOR PROPOSAL PROCESS**

The GEF-SGP “call for proposal” will follow four steps in the selection of the best proposal:

***Discovery***

* The call is open to all eligible civil society organizations who reside and operate in Ghana, including community-based organizations.
* Qualified CSOs must submit full proposal document [Annex 4] within the specified time.

***Draft and issue***

* The CSO’s responses will allow for a collaborative review and interaction with the SGP secretariat to get the necessary briefing on the project.
* The SGP secretariat will make sure that applicants understand the project so that their responses could be measured against the evaluation criteria. They shall ensure prompt responses to clarify any questions that come in from the applicant about the project.

***Score and shortlist***

* A Project Proposal (PP) format is indicated in this document (Annex B). The criteria, sub-criteria, and point system for the evaluation of the Proposals has been specified.
* All proposal would be evaluated by the National Steering Committee of the GEF Small Grants Program in Ghana. They will recommend the selection of CSO/CBO for the grant award. Only selected/shortlisted applicants would be informed.
* The scoring criteria is described in Table 2.

Table 2: The criteria, subcriteria and point system for evaluation.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Simplified Technical Proposal** | The criteria, sub-criteria, and point system for the evaluation of the Proposals are as follows:   |  |  | | --- | --- | | **Criteria** | **Points** | | **Adequacy of the Technical Approach and Methodology** | **50** | | 1. Alignment to the corresponding Priority Area as indicated in the call for proposal/concept (CfP). | | 1. Clear definition of the problem as identified in the project area. | | 1. Quality, clarity, and linkages between the identified issues and opportunities, and the objectives proposed to tackle them. | | 1. Solutions (strategies) proposed related to the identified problems. | | 1. Work plan to implement the project strategies. | | 1. Indicators, monitoring and evaluation system. | | 1. Potential for scaling-up the results after grant completion. | | **Institutional Capacity** | **20** | | 1. Experience in undertaking similar assignment. | | 1. Implementation capacity, both technical and financial management. | | 1. Experience of Team Leader in the related field being applied. | | 1. Partnership and working experiences with other CSOs. | | 1. General qualifications of other staff dedicated to the project. | | 1. Experience of project team in innovative activities and working with local communities within landscapes. | | **Finance and Budgeting** | **30** | | 1. Alignment of proposed activities to the project. | | 1. Responded to the budget requirements. | | 1. Clearly spelt out inputs | | 1. Raised the needed matching funds. | | **TOTAL SCORE** | **100** |   The minimum technical score required to pass is: 70 points. At this point, the CSO is deemed to have the requisite experience to carry out the assignment.  The applications scoring 70% and above would be sent to the National Steering Committee for evaluation and final selection. |
| **Documentation** | For the evaluation, all applicants are expected to attach photocopies of all relevant certificates and reports. |
| Negotiations and Signing of Memorandum of Understanding would be documented. |
| Projects would be shortlisted, and qualified applicants would be informed. |
| Expected date for the completion of the project will be February 28, 2024. |
| **Total Estimated Budget** | The estimated total project budget shall not exceed the cedi equivalent of US$50,000.00. This is the fixed budget amount, and it includes monitoring, project management and administration. |

***Select the winner and contract.***

* The selected CSO would be contacted to accept the grant offer.
* The SGP will work with the selected CSO on the assignment and complete realistic timelines and activity budgets.
* The UNDP will sign Memorandum of Agreement (MoA) with the selected CSO/CBO.
* Funding disbursement would be made in three tranches of 50-40-10 over a period of two years.

The project would be subjected to strict monitoring and meeting of timelines.

# ANNEX 2: GEF/SGP STANDARD PROJECT BUDGET

| ***Budget Category*** | **Unit** | **Number Of Units** | **Cost Per Unit (USD)** | **Total (USD)** | **Amount Requested from SGP (USD)** | **CSO/NGO Contribution (USD)** | | | | **Total Contributed (In-Kind & Cash)** | ***Comments* On Contribution** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Cash (To Be Specified in Comments)** | | | **In-Kind (To Be Specified in Comments)** |
| ***Personnel*** |  |  |  |  |  |  | | |  |  |  |
| *Project Manager* | Month |  |  | 0.00 |  |  | | |  | 0.00 |  |
| *Project Coordinator* |  |  |  | ***0.00*** |  |  | | |  | ***0.00*** |  |
| *Accountant* |  |  |  | 0.00 |  |  | | |  | 0.00 |  |
| *Employers' Social tax from total salaries* |  |  |  | 0.00 |  |  | | |  | 0.00 |  |
| *Subtotal Personnel* |  |  |  | *0.00* | *0.00* | *0.00* | | | *0.00* | *0.00* |  |
| ***Equipment/*Materials** |  |  |  |  |  |  | | |  |  |  |
| *Equipment 1* | *Unit* |  |  | *0.00* |  |  | | |  | *0.00* |  |
| *Equipment 2* |  |  |  |  |  |  | | |  |  |  |
| *Material 1* |  |  |  |  |  |  | | |  |  |  |
| *Material 2* |  |  |  | *0.00* |  |  | | |  | *0.00* |  |
| *Subtotal Equipment/Materials* |  |  |  | *0.00* | *0.00* | *0.00* | | | *0.00* | *0.00* |  |
| **Trainings/Seminars/Workshops/ Information Campaigns/Others:** |  |  |  |  |  |  | | |  |  |  |
| *Workshop 1* |  |  |  | 0.00 |  |  | | |  | 0.00 |  |
| *Workshop 2* |  |  |  | 0.00 |  |  | | |  | 0.00 |  |
| *Meeting 1* |  |  |  | 0.00 |  |  | | |  | 0.00 |  |
| *etc* |  |  |  |  |  |  | | |  |  |  |
|  |  |  |  |  |  |  | | |  |  |  |
| *Subtotal Training/Seminar/ Workshop etc* |  |  |  | *0.00* |  |  | | |  | *0.00* |  |
|  |  |  |  | 0.00 |  |  | | |  | 0.00 |  |
| **SERVICES CONTRACTUALS:** |  |  |  | 0.00 |  |  | | |  | 0.00 |  |
|  |  |  |  | 0.00 | 0.00 | 0.00 | | | 0.00 | 0.00 |  |
|  |  |  |  |  |  |  | | |  |  |  |
|  |  |  |  | ***0.00*** |  |  | | |  | ***0.00*** |  |
| *Subtotal* (Contractual Services) |  |  |  | 0.00 |  |  | | |  | 0.00 |  |
| **TRAVEL AND ACCOMODATION:** |  |  |  | 0.00 |  | |  |  | | 0.00 |  |
|  |  |  |  | 0.00 |  | |  |  | | 0.00 |  |
|  |  |  |  | 0.00 |  | |  |  | | 0.00 |  |
|  |  |  |  | 0.00 |  | |  |  | | 0.00 |  |
|  |  |  |  | 0.00 |  | |  |  | | 0.00 |  |
| *Subtotal travel & Accommodation* |  |  |  | ***0.00*** | ***0.00*** | | ***0.00*** | ***0.00*** | | ***0.00*** |  |
| **PROJECT MANAGEMENT/ OTHER EXPENSES (Specify):** |  |  |  |  |  | |  |  | |  |  |
|  |  |  |  | 0.00 |  | |  |  | | 0.00 |  |
|  |  |  |  | 0.00 |  | |  |  | | 0.00 |  |
|  |  |  |  | 0.00 |  | |  |  | | 0.00 |  |
|  |  |  |  | 0.00 |  | |  |  | | 0.00 |  |
|  |  |  |  | 0.00 |  | |  |  | | 0.00 |  |
|  |  |  |  | 0.00 |  | |  |  | | 0.00 |  |
|  |  |  |  | 0.00 |  | |  |  | | 0.00 |  |
| ***Subtotal project Management*** |  |  |  | ***0.00*** | ***0.00*** | | ***0.00*** | ***0.00*** | | ***0.00*** |  |
| **GRAND TOTAL (Personnel+ Equipment +Training/workshop + Contracts + project management** |  |  |  | **0.00** | **0.00** | | **0.00** | **0.00** | | **0.00** |  |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Annex 2.1: Project Activity Budget Format** | | | | | | | | | | |
| **Planned Project Activity** | **Unit** | **Number of Units** | **Cost Per Unit (Ghs)** | **Total (Ghs)** | **Personnel/ Labour** | **Budget Category** | | | | **COMMENTS ON CONTRIBUTION** |
| **Equipment/ Materials** | **Training, Seminars, Travel and Workshops** | **Contracts** | **Project Management** |
| **Output 1** |  |  |  |  |  |  |  |  |  |  |
| *Activity 1.1* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| *Activity 1.2* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| *Activity 1.3* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| *Activity ??* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| ***Subtotal*** |  |  |  | ***0.00*** | ***0.00*** | ***0.00*** | ***0.00*** | ***0.00*** | ***0.00*** |  |
| **Output 2** |  |  |  |  |  |  |  |  |  |  |
| *Activity 2.1* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| *Activity 2.2* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| *Activity 2.3* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| *Activity ??* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| ***Subtotal*** |  |  |  | ***0.00*** | ***0.00*** | ***0.00*** | ***0.00*** | ***0.00*** | ***0.00*** |  |
| **Output 3** |  |  |  |  |  |  |  |  |  |  |
| *Activity 3.1* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| *Activity 3.2* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| *Activity 3.3* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| *Activity 3.??* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| ***Subtotal*** |  |  |  | ***0.00*** | ***0.00*** | ***0.00*** | ***0.00*** | ***0.00*** | ***0.00*** |  |
| **Output 4** |  |  |  |  |  |  |  |  |  |  |
| *Activity 4.1* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| *Activity 4.2* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| *Activity 4.3* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| *Activity 4.??* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| ***Subtotal*** |  |  |  | ***0.00*** | ***0.00*** | ***0.00*** | ***0.00*** | ***0.00*** | ***0.00*** |  |
| **Output 5** |  |  |  |  |  |  |  |  |  |  |
| *Activity 5.1* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| *Activity 5.2* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| *Activity 5.3* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| *Activity 5.??* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| ***Subtotal*** |  |  |  | ***0.00*** | ***0.00*** | ***0.00*** | ***0.00*** | ***0.00*** | ***0.00*** |  |
| **Output 6** |  |  |  |  |  |  |  |  |  |  |
| *Activity 6.1* | Unit |  |  | 0.00 |  |  |  |  | 0.00 |  |
| *Activity 6.2* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| *Activity 6.3* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| *Activity 6.??* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| ***Subtotal*** |  |  |  | ***0.00*** | ***0.00*** | ***0.00*** | ***0.00*** | ***0.00*** | ***0.00*** |  |
| **Output 7** |  |  |  |  |  |  |  |  |  |  |
| *Activity 7.1* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| *Activity 7.2* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| *Activity 7.3* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| *Activity ??* |  |  |  | 0.00 |  |  |  |  | 0.00 |  |
| ***Subtotal*** |  |  |  | ***0.00*** | ***0.00*** | ***0.00*** | ***0.00*** | ***0.00*** | ***0.00*** |  |
| **GRAND TOTAL** |  |  |  | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** |  |

# **Annex 3: OUTLINE OF PROJECT PROPOSAL**

**GENERAL REQUIREMENTS**

**This is a standard Small Grants Programme project template for the civil society and/or community-based organizations to apply for grants. This template is to be used when applying for the grant. All information is required while some sections of the template are expected to be filled with support from the National Coordinator and the National Steering Committee.**

The Project Proposal should be brief as possible. The Proposal should be submitted in typed form. The blue font texts in this template are guidance and explanation and can be deleted once the proposal is prepared. Additional attachments may be submitted, including documents certifying the status of the organization, endorsements of the proposed project, funding commitments or other indicators of participation and support from other institutions, and evidence of community support and participation.

Please submit your proposal in word document to [george.ortsin@undp.org](mailto:george.ortsin@undp.org) (the *National Coordinator, GEF Small Grants Programme Ghana).*

# PART 1: PROJECT COVER PAGE

1. **GENERAL INFORMATION**

|  |  |
| --- | --- |
| Country |  |
| Project No. | *For SGP Official Use as relevant. Do not write anything here* |
| Project Title[[1]](#footnote-1): |  |
| Submission date |  |

1. **CIVIL SOCIETY/COMMUNITY BASED ORGANIZATION – APPLICANT**

|  |  |
| --- | --- |
| Name of organization |  |
| Year established |  |
| Physical & Mailing Address: |  |
| Telephone |  |
| Email |  |
| Principal Officer (name and position) |  |
| Project contacts (names and positions) |  |

1. **PROJECT LOCATION**

|  |  |
| --- | --- |
| Landscapes/Seascape (name) |  |
| State/District and Town/Village |  |
| Coordinates (latitude/longitude) |  |

1. **GEF SMALL GRANTS PROGRAMME CLASSIFICATION (please consult NC/NSC as needed)**

Each project will **select one primary SGP Strategic Initiative and one primary Focal Area** as indicated in the below table. Projects may have secondary Strategic Initiative and Focal Areas which should be noted in the project justification and approach. Appropriate indicators should be selected in line with the primary and secondary focal areas of the project (refer to the annex 1 below)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Primary Strategic Initiative *(choose one primary Initiative)*** | |  | **Primary Focal Area *(choose one primary focal area)*** | |
|  | Community-based conservation of threatened ecosystems and species |  | Biodiversity |
|  | Sustainable agriculture and fisheries, and food security |  | Climate Change Mitigation |
|  | Low-carbon energy access co-benefits |  | Land Degradation/Sustainable Land and Forest Management |
|  | Local to global coalitions for chemicals and waste management |  | Chemical and Waste Management |
|  | Catalyzing sustainable urban solutions |  | International Waters |

1. **PROJECT DURATION**

|  |  |
| --- | --- |
| Proposed Start Date |  |
| Project duration (in months) |  |

1. **PROJECT FINANCE**

|  |  |  |
| --- | --- | --- |
| Financial sources | Local Currency | USD currency |
| Total fund request from GEF SGP |  |  |
| Total fund from co-financing (cash and in-kind) |  |  |
| Total Project Cost |  |  |

1. **ORGANIZATION – ELIGIBILITY**

Please describe proposing organization’s experience and eligibility to successfully implement the proposed project:

1. Type of organization

Community-based organization (CBO)

Civil society organization (CSO), including academic/training institution.

Others (describe the nature of the organization) \_\_\_\_\_\_\_\_\_\_\_\_\_

In addition, choose one or more of the following as appropriate:

Indigenous Peoples organization

Women’s group

Youth Group

Persons with Disabilities group

1. Length of existence and project management experience if any: \_\_\_\_\_ years
2. Briefly describe purpose and core activities of the proposing organization/group: include a mission/vision statement as appropriate.

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1. Briefly describe organizational structure, governance, and administrative framework, including staff numbers, roles, etc. Provide an indication of the legal status with any supporting registration/legal documentation as annex. If none, provide an elaboration of its nature of existence. Provide recent audited financial statement if any.

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1. Describe previous experience relevant to the proposed project, including activities related to global environmental issues; or experience with projects that focus on sustainable development at community level.

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1. Please indicate the organization’s prior engagement with GEF SGP (e.g., grantee, partner, etc). Yes/No: If yes, describe the nature of the involvement including involvement in specific projects and grants received.

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# PART 2: PROJECT PROPOSAL

# SECTION A: PROJECT FRAMEWORK

1. **Project Summary**

Please provide a brief summary of the project in one paragraph, including rationale and context, project objective and key expected results, include the target site and community(ies) involved.

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1. **Project Justification and Baseline**

Please describe the following:

* The challenges that the project intends to address in relation to global environmental and development issues.
* How the project relates and will be contributing to the SGP Country Programme Strategy
* How the project relates to other relevant programmes supported by government, GEF and other donors, and private sector.

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1. **Project Objectives, Results/Outputs, and Activities**

Please describe the project framework and implementation plan by completing the table 1 below:

1. Primary objective: Proposed project should include environmental objective, along with development/livelihood objective as relevant.
2. Project results: Please describe measurable changes which will have occurred by the end of the project as a result of the planned intervention (e.g. XX hectares of community management conservation area established. XX community members is trained and improved on waste management).
3. Project Outputs and Activities: Please briefly describe what will be produced as project results and outputs. Please outline few activities for each output,
4. Project Implementation Plan and Time Frame: Please include timing of the activities, required reports, project reviews and monitoring activities.

## Table 1: Project framework and Implementation Plan

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Project Objective: XXXX** | | | **Timing/Duration of Activity in Months (or Quarters)** | | | | | | | | | | | |
| **Project Framework** | **Responsible**  **Party** | **Indicator, including means of verification** | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** |
| ***Component/Output 1:***  ***XXXXX*** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Activity 1.1: XXXXX |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Activity 1.2: XXXXX |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Activity 1.3: XXXXX |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Component 2/Output 2: XXXXXX** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Activity 2.1: XXXXX |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Activity 2.2: XXXXX |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Monitoring and Evaluation** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1. Mid-term review and reporting |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1. Final review and reporting |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

Community and Stakeholder Participation Plan

Please describe how the stakeholders and communities, including indigenous peoples where relevant, were and will be involved in: i) project planning and design: ii) project implementation and iii) project monitoring and evaluation. Please attach documentations as relevant.

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Inclusion –Women, Indigenous Peoples, Youth, and Persons with Disabilities:

Please describe how the project takes into consideration:

The roles and needs of both men and women (with a special focus on the needs of women),

Other social inclusion groups (indigenous peoples, youths, and persons with disabilities), and

How this would be reflected in the budget, results, and benefits of the project.

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|  |

Impact – Sustainability, Scale-up and Replication:

Please describe sustainability of the project impact in a longer term, both environmentally and socio-economically. Outline possible steps to be taken before, during, and at project completion to ensure that the project impact will continue for many years after the project ends (i.e., who will manage the continuation of the activities/outcome, how will it be financed, etc).

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|  |

Innovation

Please describe innovative aspects of the project. This may include new way of thinking, new form of organizing resources, new ways to connect within community, improvements of existing product/service/delivery process, original product/service/model of delivery, and fueling local action and organizing as groups.

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|  |

Knowledge Management

Please describe the plan to capture, share and disseminate the knowledge, lessons learned, and good practices gained through the implementation of the project. Please specify the knowledge products to be generated by this project.

|  |
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|  |

# SECTION B: PROJECT RISKS, MONITORING & EVALUATION

1. **Project Risks**

Please describe **major risk factors** that could result in the project not producing the expected results. These should include both internal factors (e.g., technology involved fails to work as projected) and external factors (e.g., climate change impacts, political and economic situation, etc). Please also propose risk mitigation measures to address the potential risks.

**Table 2: Risks and Mitigation Measures**

|  |  |  |
| --- | --- | --- |
| **#** | **Internal and External Risks** | **Possible mitigation measures** |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
|  |  |  |

## Monitoring & Evaluation Plan and Indicators (please consult with the NC/NSC)

1. **Project monitoring schedule**

Please identify annual, mid-term, and final monitoring schedule and incorporate in the Project Framework and Implementation Plan (Table 1 above).[[2]](#footnote-2)

Project indicators

Please fill in Annex 1 – this is a requirement for all projects.

SECTION C: PROJECT BUDGET

(Please seek support from NC/NSC as needed)

Project Budget

Please provide budget details following the below expenditure categories, and how the funds will be spent over the project period. Use the formats in Annex 2 and Annex 2.1 to complete the budget. GEF SGP grant requests should not exceed fifty thousand United States Dollars (US$50,000) per project, and per Operational Phase. SGP projects generally should not exceed 2 years. Co-financing of equal or more amount to the SGP grant amount is encouraged.

Table 3: Project Budget (in local and/or USD currency)

|  |  |  |
| --- | --- | --- |
| **Expenditure Category** | **SGP Grant (Amount and Percentage of the total budget)** | **Cofinance (both cash and in-kind from community, donor, etc)** |
| 1 . Personnel / Labor (please provide detailed breakdown) |  |  |
| 2. Equipment / Materials (please provide detailed breakdown) |  |  |
| 3. Training / Workshops/ Seminars / Travel (please provide detailed breakdown) |  |  |
| 4. Contracts (please provide detailed breakdown) |  |  |
| **Total Project Cost** |  |  |

1. **Cofinancing**

Please provide details on the cost-sharing contributions (cash and in-kind) and summarized in table 4 below. Cofinancing should be directly related to the achievement of the project results, such as labor, materials, time, and other quantifiable resources that count towards. This should include sources and nature of the contribution (e.g., Youth Organization contributing labor, land, cash, etc). The GEF SGP applies the principle of co- financing the target activities between the relevant partners in the project. It is therefore important that proposing organizations make some contribution towards the operational and programmatic costs of the project.

## Table 4: Cofinancing

| **Sources of Contribution** | **Cash Cofinance** | **In-kind Cofinance** | **Cofinance is Committed or Projected\*** | **Amount (in local or USD currency)** |
| --- | --- | --- | --- | --- |
| Community |  |  |  |  |
| Proposed organization |  |  |  |  |
| Donor (please specify) |  |  |  |  |
| Local government |  |  |  |  |
| Other (please specify) |  |  |  |  |
|  |  |  |  |  |
| **Total** |  |  |  |  |

# SMALL GRANTS PROGRAMME INDICATORS FOR GEF-7

## GEF SGP OP7 Project Indicators (please refer to M&E guidelines for details)

All SGP project will align with at least one or more of the below global environmental indicators. The SGP priorities are aligned to that of the GEF-7 Programming Directions Paper and its outcomes to meet the GEF-7 targets. To capture global environmental benefits, in GEF-7 SGP is aligned with 6 of the 11 GEF-7 core indicators.

|  |  |  |
| --- | --- | --- |
| **PROJECT LEVEL INDICATORS** | | |
| **MANDATORY Global Environmental Indicators: at least one indicator and no more than three (aligned with GEF 7 Core Indicators)** | | **Type** |
| 1 | Marine protected areas under improved management effectiveness (hectares) | Mandatory: A given project can be linked to at a minimum one indicator; and *at most* three of these GEF-7 core and sub-indicators |
| 2.1 | Area of degraded agricultural/range/protected/forest lands restored (hectares) |
| 2.1 | Area of landscapes under improved management to benefit biodiversity (hectares) |
| 2.3 | Area of landscapes under sustainable land management in production systems (hectares) |
| 3 | Area of marine habitat under improved practices to benefit biodiversity (hectares; excluding protected areas) |
| 4 | Solid and liquid Persistent Organic Pollutants (POPs) and POPs containing materials and products removed or disposed) (indicator 9.6 which is contextual) |
| 5 | Number of direct beneficiaries disaggregated by gender as co-benefit of GEF investment (this is also put below under mandatory socio-economic indicators) |
| **MANDATORY: Socio- Economic Benefit Indicators** | | **Type** |
| 1 | Number of direct beneficiaries with improved livelihoods and well-being | Mandatory |
| 2 | Number of direct beneficiaries benefitting from SGP intervention | Mandatory |
| 3 | Breakdown number of beneficiaries reached by social inclusion groups (using 0 in case a category not applicable): |  |
|  | * Number of Women; | Mandatory |
|  | * Number of Indigenous Peoples; | As relevant |
|  | * Number of Youth; | As relevant |
|  | * Number of Persons with Disability | As relevant |
| 4 | Is the project tagged (for expected contribution at project commitment stage/ report on results in final report) to closing gender gaps in one or more of the following categories (check all applicable)? | As relevant |
|  | * *contributing to equal access to and control of natural resources of women and men* |  |
|  | * *improving the participation and decision-making of women in natural resource governance* |  |
|  | * *targeting socio-economic benefits and services for women* |  |
| 4 | Does the project include sex-disaggregated and gender sensitive indicators (*at commitment stage*) | As relevant |

|  |  |  |  |
| --- | --- | --- | --- |
| **PROJECT LEVEL INDICATORS** | | | |
| **AS RELEVANT/OPTIONAL: Additional Indicators**  (These include both Global Environmental Benefit and Socio- Economic Benefit indicators) | | | **Type** |
| ***SGP projects are multi- focal. Checkmark focal area strategy used (biodiversity, climate change mitigation/ adaptation, land degradation, sustainable forest management, international waters, chemicals, and waste)*** | | | *Due to multi-focal nature of SGP interventions, projects can select from all indicators across all focal areas while highlighting the focal area that will be their primary strategy.* |
| 1 | Names and Number of target landscapes/seascapes under improved community conservation and sustainable use | BD | *While primary focal areas for each indicator area listed, please note irrespective of focal area selected, a project can choose from any of these indicators to be linked to in case of multifocal and integrated results. Please note these are optional are optional in nature.*  *While primary focal areas for each indicator area listed, please note irrespective of focal area selected, a project can choose from any of these indicators to be linked to in case of multifocal and integrated results. Please note these are optional are optional in nature.* |
| 2 | Number of Protected Areas (PAs) | BD |
| 3 | Number of ICCAs; Hectares of ICCAs | BD |
| 4 | Number of sustainably produced biodiversity and agrobiodiversity products | BD |
| 5 | Number of significant species with maintained or improved conservation status | BD |
| 6 | Number of community members with improved actions and practices on agriculture, land, and water management | LD |
| 7 | Number of *new or sustained* farmer leaders adopting and demonstrating improved agriculture and agroecological practices. | LD |
| 8 | Number of *new or sustained* farmer groups or networks, advocating and disseminating improved agriculture approaches and practices. | LD |
| 9 | Number of projects working on renewable energy (biomass, hydro, solar photovoltaic, solar thermal, other); energy efficiency, sustainable transport; and conservation/ enhancement of carbon stocks. | CC |
| 10 | Number of low carbon typologies that are community-oriented and locally adapted | CC |
| 11 | Number of households achieving energy access and co-benefits (such as, ecosystem effects, income, health and others) | CC |
| 12 | Area of Forests and non-forest lands with restoration and enhancement of carbon stocks initiated through completed projects (hectares) |  |
| 13 | Number of projects working on (check mark categories applicable): awareness and outreach solid waste management (reduce, reuse, recycle); sustainable pesticide management; organic farming; development of alternatives to chemicals | C&W |
| 14 | Checkmark and report all that apply: Kg of pesticides avoided, reduced, or prevented; Kg of solid waste prevented or reduced (such as plastics, domestic waste, agricultural waste etc); Kg of harmful chemicals avoided from utilization or release; Kg of e-waste collected or recycled; Kg of mercury avoided, reduced, or sustainably managed | C&W |
| 15 | Number of *new or sustained* local to global coalitions and networks on chemicals and waste management established or strengthened | C&W |
| 16 | Names and Number of Seascapes/inland freshwater Landscapes. These include local names of marine parks, marine sanctuaries, gulfs, bays, lakes, rivers, and underground waters. | IW |
| 17 | Tons of land-based pollution (such as solid waste, sewage, wastewater, and agricultural waste etc.) avoided, reduced, or prevented from entering the waterbodies | IW |
| 18 | Hectares of river/lake basins applying sustainable management practices through projects’ intervention | IW |
| 19 | Names of regional transboundary waterbodies/ Strategic Action Plans (SAPs) if applicable | IW |
| 20 | Number of organizations with capacities built or developed (record for both): number of civil society organizations (CSOs), number of community-based organizations (CBOs) | All focal areas |
| 21 | Number of beneficiaries with improved capacity | All focal areas |
| **Cross-cutting social inclusion project level indicators** | | | |
| 22 | Project led by women and/or institutes mechanisms for increased participation of women in decision-making? (Yes/ No) | GENDER |  |
| 23 | Number of indigenous leaders with higher capacities (to deliver local solutions and have strong policy advocacy representation) | IP |
| 24 | Number of youth organizations engaged with as part of SGP intervention | YOUTH |
| 25 | Number of PWD (persons with disabilities) organizations engaged as part of SGP intervention | PWD |

1. The title must capture the essence of project and aligns to GEF focal areas. [↑](#footnote-ref-1)
2. Among the key issues to be addressed as part of M&E are a) performance of the project in terms of activities and outputs; b) results of the project, in terms of achieving the outcomes and objective(s); c) mid-course correction and adjustment of the project design and plans; and d) participation of community members in the project monitoring and evaluation processes. [↑](#footnote-ref-2)