



The Global Environment Facility's Small Grants Programme

GEF-4 Project Funding Guidelines

What Does the SGP Fund?

Projects approved by SGP Jamaica will be funded from:

1. SGP core funds in the GEF focal areas of LD and CC
2. RAF in the GEF focal area of BD
3. Other co-financing as per donor's stipulation.

The GEF SGP will provide funding to NGOs and CBOs for community-based projects in five broad categories:

(a) Planning Grants:

US\$2,000 may be provided to NGOs and community groups to develop better proposals for submission to the GEF SGP. These grants are awarded to proposals that have a good chance of eventually being approved by the GEF SGP NSC and may be used to fund community participation in the design and development of the proposal and accessing scientific and technical expertise. *The award of a planning grant is not a guarantee that the project will win final approval.*

(b) Demonstration Projects:

These types of projects test and demonstrate community-level approaches in one of the GEF focal areas. Projects submitted to GEF SGP Jamaica will be judged on a competitive basis, so a broad-based priority will be given to projects that build on recommendations emanating from the country's National Action Plans and strategies including the biodiversity strategy and action plans, and the climate change national communications.

(c) Capacity Building and Networking Projects:

These types of projects seek to increase the capabilities of NGOs and CBOs to address projects in the GEF focal areas. Activities include training, networking and organisational strengthening.

(d) Monitoring, Applied Research and Policy Analysis Projects:

These include projects to examine the implications of lessons learned through GEF SGP experiences. Activities include identification and dissemination of lessons learned as a result of completed or ongoing GEF SGP projects.

(e) Information Dissemination and Policy Dialogue Projects:

These include projects to expand the impact of community-level initiatives through replication and scaling up of GEF SGP projects. Such projects also support policy dialogue and advocacy efforts with Governments to promote policy reform for effective community action in the GEF SGP focal areas.

Project categories B to E can be funded to a maximum of US\$40,000.00 for proponents with a proven track record and up to US\$30,000.00 for first time proponents. This must be matched in cash or kind dollar for dollar.

Guidance For Proposal Development Per Focal Area

The strategic direction of the GEF-4 calls for a more focused and thematic approach to project development within specific geographic boundaries. To this end, SGP Jamaica will preferentially fund projects in the following focal areas.

LAND DEGRADATION OP 15 - Sustainable Land Management including Disaster Risk Reduction		
GEF LD focal area aims to achieve its goal of reducing and reversing the severity and impact of land degradation. LD is probably most related to the livelihood of communities and the root cause of LD can effectively be addressed with community efforts.		
Outcome	Output	Project Focus
<p>Outcome 6: Innovative and adaptive community-based approaches demonstrated, piloted and integrated into global efforts to address unsustainable agricultural practices, rangeland and forestry management, while promoting local livelihood.</p>	<p>Output 6.1: Experiences and models on community-based sustainable land management are consolidated and shared among global networks.</p>	<ol style="list-style-type: none"> 1. Tropical forest and woodland management 2. Sustainable agriculture <ul style="list-style-type: none"> □ Particularly on practices to improve soil fertility management as alternatives to shifting agriculture □ Methods that have minimal impacts on soil structure and that improve soil and water conservation

CLIMATE CHANGE OP 7 & 11 - Promoting environmentally sustainable transportation and, Reducing long term costs of low greenhouse gas-emitting energy technologies (energy efficiency & renewable energy).

GEF SGP will support projects that have attributes that stimulates or lays the foundation for scaling up, replicating or mainstreaming renewable energy, energy efficiency and sustainable transport activities in Jamaica. It will promote projects or capacity building project activities that are implemented in partnerships or linked to market mechanisms, policy interventions or larger national initiatives.

Outcome	Output	Project Focus
<p>Outcome 3: Intensify the replication, scaling up or mainstreaming of CC mitigation barrier removal models that have been successfully tested and practically applied at the local level in national development priorities and plans.</p>	<p>Output 3.1: Sustainable frameworks in place for implementing local climate change activities that are linked to market mechanisms, policy interventions or national development.</p>	<ol style="list-style-type: none"> 1. Environmentally sustainable transport <ul style="list-style-type: none"> <input type="checkbox"/> Bicycle pathways <input type="checkbox"/> Pedestrian walkways <input type="checkbox"/> Electric three wheelers <input type="checkbox"/> Biofuels 2. Renewable Energy/Energy Efficiency: <ul style="list-style-type: none"> <input type="checkbox"/> Photovoltaics for community services centres <input type="checkbox"/> Solar thermal electric technologies <input type="checkbox"/> Micro Hydro, and wind power for electricity generation <input type="checkbox"/> Biomass power through biomass gasification <input type="checkbox"/> Application of energy efficient technologies and practices in cooperatives and community centres

BIODIVERSITY CONSERVATION OP 2, 3, 4 & 13 -Protected Areas Management and Sustainable use of Biodiversity

The main objective of the biodiversity focal area in GEF4 will be to work with all GEF SGP Programme countries to promote community protected area governance approaches (community-based and collaborative management arrangements) for protected areas (PAs), as well as to extend the recognition, strengthening and adoption of Community Conserved Areas (CCAs).

During OP4, GEF SGP will work to consolidate supply chains of biodiversity products by working with networks of producers in particular product categories, through innovative approaches.

These Projects will be financed by funds committed to SGP under the Resource Allocation Framework (RAF)

Outcome	Output	Project Focus
<p>Outcome 1: Sustainable community protected area governance approaches recognized, strengthened, and adopted by national partners, protected area systems, and multilateral processes</p>	<p>Output 1.1: Community protected area governance approaches integrated and implemented within GEF SGP country programme strategies, as appropriate</p>	<ul style="list-style-type: none"> • Participatory and co-management of protected areas with local community groups • Restoration of habitat for flora and faunal species
<p>Outcome 2: Sustainable use of biodiversity established in production seascapes (including fisheries, and tourism) through community-based conservation, innovative approaches, and market mechanisms</p>	<p>Output 2.1: Sustainable use and innovative approaches, including market mechanisms, reflected in all projects approved in the biodiversity focal area</p>	<ul style="list-style-type: none"> • Conservation and sustainable use of marine species • Development of Eco-tourism sites with important and endemic BD species • Generation of alternative livelihood through development of BD products • Improvement in population and restoration of habitat for endemic threatened, and endangered species

Further project examples and methods may be found at: <http://sgp.undp.org>

Proposal Evaluation

In keeping with the strategic focus for the GEF-4, proposals submitted to the SGP must meet the following base criteria:

- ❑ Demonstrated community participation in all phases of the project
- ❑ Demonstrated capacity to implement project
- ❑ Demonstrated outcomes and outputs with emphasis on the environmental and social impacts
- ❑ Clarity of project problem and purpose
- ❑ Relevance to country and global priorities
- ❑ Livelihood impacts
- ❑ Capacity building
- ❑ Gender equity
- ❑ Plan for tracking lessons learnt
- ❑ Policy reform
- ❑ Demonstrated M&E system (spatial and geographic)
- ❑ Possibility for replication and up-scaling

Eligibility

GEF SGP funding is available to NGOs and CBOs for community-based initiatives in SGP-participating countries. Organisations should be legally registered, and proof of registration must be presented with submission of concept paper. Communities without registered organisations are encouraged to partner with a legally established group or seek registration as a provident/friendly/co-operative society under the Friendly Societies, Co-operative Societies, Companies and/or the Industrial and Provident Societies acts.

Hence, key stakeholders who benefit from the GEF SGP activities in addition to local CBOs and NGOs includes national and international NGOs, NGO networks, research institutions, foundations, private sector bodies, donor and Government agencies.

The SGP Jamaica will support the registration process, where possible for CBOs with viable project concepts.

Funding Requirements

The maximum grant allocation is US\$50,000; the global average grant size is US\$25,000. The estimated total project cost should be given as well as the amount being requested from SGP. As every dollar of GEF SGP funding must be matched by a dollar from another source, already obtained or potential sources including community contributions, co-financing (cash or in-kind) must be outlined. Communities are advised to place value on their volunteer time, meeting spaces and other contributions to the development and implementation of their project.

Verification of co-funding for matching funds should be provided with each report. This may be one of the following:

1. Letter of reference/commitment from lending/donor agency (co-financer)
2. Letter of Credit from Bank, if funding will be self-financed

GEF SGP allows a maximum of 20% of its funding for administrative and non-technical labour costs.

Application Process

SGP Jamaica operates on an open call. The SGP NSC, the local authority body, meets January, May, and September of each year to consider and approve projects. Project concepts for submissions wanting to be considered for any sitting must be received at least two months before the sitting to allow time for full project development.

Late concepts will be considered in subsequent sittings.

The total grant awarded to any grantee will not exceed US\$50,000 in any one operational phase.

Organisations interested in accessing SGP funds are asked to:

1. Submit a brief project concept document, **in the required format**, to the SGP office. *Documents submitted in the incorrect format will not be accepted.*
2. Project concepts will be screened according to the GEF eligibility factors (see page 3).
3. Proponent advised whether to proceed to proposal stage. In case the concept is declined, suggestions on suitable initiatives will be given.
4. Proposal submitted to NSC for review and decision
5. Once approved, proponents are asked to submit ToRs for project consultants and managers, submit proof of co-financing, submit proof of registration
6. A Memorandum of Agreement is signed
7. First disbursement if made within four weeks thereafter

List of Acronyms

BD	Biological Diversity
CBA	Community-based Adaptation
CBD	Convention on Biological Diversity
CBO	Community-based organisation
CC	Climate Change
EA	Executing Agency
GEF	Global Environment Facility
IA	Implementing Agency
LD	Land Degradation
MDGs	Millennium Development Goals
MoA	Memorandum of Agreement
NGO	Non-Governmental Organisation
NSC	National Steering Committee
RAF	Resource Allocation Framework
SGP	Small Grants Programme
ToRs	Terms of Reference
UNDP	United Nations Development Programme

UNEP	United Nations Environment Programme
UNFCCC	United Nations Framework Convention on Climate Change
UNOPS	United Nations Office For Project Services
WB	World Bank

Source

Sections of this document has been extracted from the following sources:

1. The GEF SGP 4th OP Programme Document - 2007
2. The GEF SGP Programming Report - 2007
3. THE GEF SGP Project Executive Summary - 2007
4. SGP JAM Project Funding Guidelines - 2006
5. www.gefweb.org
6. www.undp.org/sgp

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