



**GRANT CONCEPT  
NOTE FOR**

***“BUILDING RESILIENCE OF COMMUNITIES  
LIVING IN LANDSCAPES THREATENED UNDER  
CLIMATE CHANGE THROUGH AN ECOSYSTEM  
BASED ADAPTATION APPROACH IN NAMIBIA”  
(SAP006-EbA) PROJECT***

**Call Duration:  
14 February – 13 May 2022**

## Background and Introduction

The Environmental Investment Fund of Namibia (EIF) obtained accreditation to the Green Climate Fund (GCF) in 2015. The GCF is a unique global fund, established within the rubric of the UN Framework Convention on Climate Change (UNFCCC), as a mechanism to respond to climate change by investing in low-emission and climate-resilient development, particularly in developing countries. As an accredited entity, the EIF is eligible to accessing climate change financing from the GCF.

The GCF, at its 22<sup>nd</sup> Board meeting in February 2019, approved the project proposal **entitled “Building resilience of communities living in landscapes threatened under climate change through an ecosystem based adaptation approach in Namibia” (SAP006-EbA) Project**. It was approved through the Simplified Approval Process (SAP) of the GCF.

The overall objective of the SAP006-EbA Project is to **increase climate change resilience of productive landscapes in Namibia through implementation of ecosystem based adaption actions that strengthen social and ecological systems to sustain livelihoods at local levels and facilitate value chains of natural resources**.

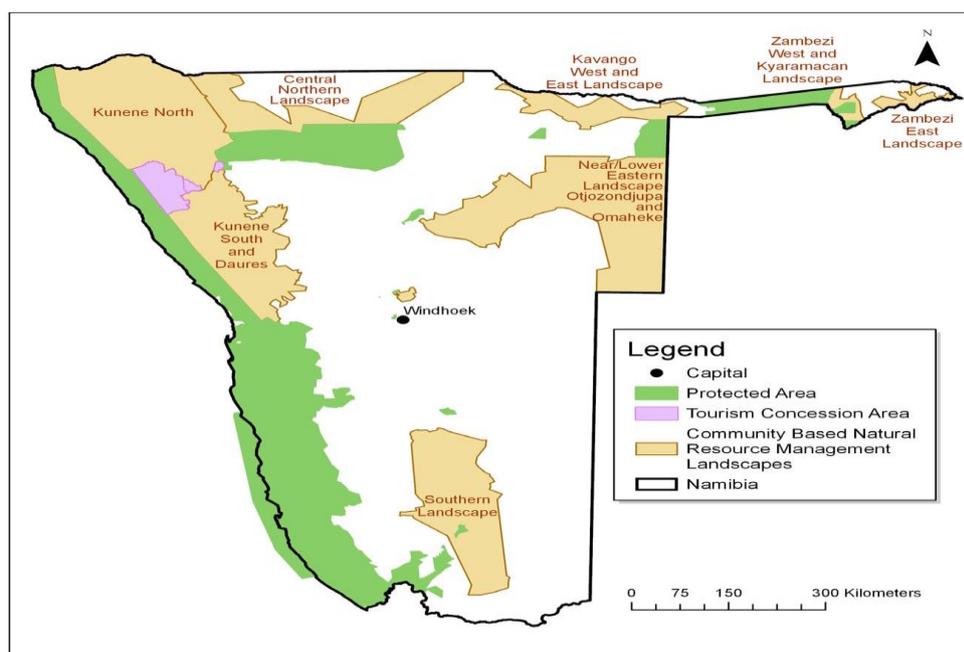
The SAP006-EbA Project is implemented in eight landscapes that are managed by various registered Community Based Organisations (CBOs) such as gazetted Communal Conservancies, Community Forests, Water Point Committees, Basin Committees and Farmers’ Associations.

The SAP006-EbA Project is endorsed by the Ministry of Environment, Forestry and Tourism (MEFT) in their capacity as Namibia’s National Designated Authority to the GCF. It is implemented by the EIF through a Project Management Unit (PMU) with oversight provided by a multi-stakeholder Project Steering Committee (PSC).

The EIF, as a responsible party, will establish and implement a Small Grants facility for the SAP006-EbA project and design an investment plan of possible projects that will be funded in different landscapes. The grants facility aims to promote and implement an integrated landscape management approach that encompasses land restoration and eco-enterprise adaptation investments in the target landscapes.

## Focal landscapes

The eight focal landscapes for the SAP006-EbA Project, presented in the map below, are Central Northern Landscape, Lower Eastern Landscape, Kavango West and East Landscape, Kunene North Landscape, Kunene South and Dâures Landscape, Southern Landscape, Zambezi East Landscape and Zambezi West and Kyaramacan Landscape. The focal landscapes encompass most of Namibia’s communal conservancies and community forests and are home to many natural resources-reliant communities in Namibia. The focal landscapes cover approximately one fifth of Namibia’s land surface and have a population of more than 200,000 people.



## **Objectives of the SAP006-EbA Project Small Grants Facility**

The main objectives of the SAP006-EbA Project Small Grants Facility are to:

- Demonstrate how climate change adaptation, biodiversity conservation and sustainable landscape management objectives can jointly be addressed to create synergistic impacts for sustainable local development in target landscapes;
- Reduce poverty and improve livelihoods by supporting sustainable nature-based livelihoods eco-enterprises;
- Protect and restore degraded landscapes;
- Boost growth and competitiveness of target beneficiaries by creating and strengthening value chains to access local and international markets; and
- Foster participation of women and youth in the implementation of climate adaptation actions at grassroots level.

## **Grantees**

It is expected that Community-Based Organizations (CBOs) within the landscapes will be the main grantees responsible for implementing measures at landscape level. It is also noted that some CBOs may have capacity challenges and may therefore need to partner with supporting organizations/implementing partners to develop, implement, monitor and report on grant projects.

## **Grant Administration**

The EIF is responsible for the overall financial administration of the Small Grants Facility, including facilitating payments directly to service providers or grantees. This is because the EIF has a proven and effective grant administration infrastructure and system in place. Upon approval by the PSC, every grant will have a sub-grant contract signed between EIF, as a grantor, and the grantees. The scheme of disbursements will be agreed in each sub-project on a case by case modality and will be defined at the stage of the review by the Committees and agreed upon contract signing. All grants made under this Project will be non-refundable grants in which beneficiaries will not be required to reimburse the EIF.

Grants will be tailored in the form of a tripartite agreement, which will be signed by the MEFT, EIF as the grantor, and the beneficiary. Such agreements shall contain all the information necessary for the execution of the project, either directly in the text of the agreement or an annex to it. A tripartite agreement is preferred as the Grants Administrator will maintain oversight of the project activities and disbursements. Among other points, the tripartite agreement must include the following:

- Approved non-reimbursable total amount of the grant
- Duration of the project
- Programme of disbursements
- Account information to which the funds will be transferred.

The tripartite agreement will indicate the penalty in case of breach of any of the requirements established therein. Reporting requirements and procedures will be contained in a manual, which will be delivered to the beneficiaries at the time of signing the tripartite agreement.

In the case of direct procurement to service providers, an external specialised technician contracted by EIF will accompany and visit project sites of the beneficiaries during the execution of the project for quality check, provide assistance to ensure project is executed on time and draw up the accountability documents and reports. The implementing agency or service provider payments will be paid out based on the report status of the external specialised technician's site visit report to the supporting agency.

In the case of direct procurement to CBO's, documentation related to incurred expenses effectively paid, will be presented along with a copy of the invoices together with official receipts/bank transfer vouchers/copies of checks and bank statements. The beneficiary must provide the details where the non-refundable grant must be deposited including Name and Last Name, Name of Bank, Branch and Account Number. The beneficiary must also accompany each expenditure with an explanatory note of the expenses incurred. The analysis of the expenditure report will be carried by the Technical Implementation Unit. They will issue an opinion regarding the verifiable products, the technical relevance of the expenses, as well as the validity of the vouchers presented.

## Funding windows

The SAP006-EbA Project Small Grants Facility will channel funding through two funding windows namely:

- **Restoration and Climate Proofing.**
- **Eco-Enterprise Adaptation.**

### Grant Funding Window 1: Restoration and Climate Proofing

The first investment window supports the implementation of Landscape Strategies centered on retaining the diversity of the landscape, restoration of buffer zones, rewarding multi-functionalities in landscapes and reducing barriers between policy domains such as mitigation versus adaptation, forest versus agriculture and livelihoods. The main activities that can be funded under this window are indicated in the table below:

<b>Restoration and Climate Proofing</b>	
<b>Purpose:</b> To build community capacities in climate change resilience and improve adaptation planning intervention areas, including strengthening ecosystem-based adaptation and planning to enhance resilience of biodiversity and ecosystem functions. Apart from planning, this window will support concrete ecosystem management and conservation measures such as restoration of degraded rangelands, community gardening, tree plantations, restoration of riparian areas.	
Scope	<ul style="list-style-type: none"> <li>• Priorities for biomes: All biomes</li> <li>• Intervention areas: Biodiversity conservation and restoration measures</li> <li>• Impact spheres: adaption</li> <li>• Grant sizes: USD 100,000–USD 300,000 (approximately N\$1.53 million – N\$4.58 million at indicative current exchange rates)</li> <li>• Duration: 2 years</li> </ul>
Cost Categories	<ul style="list-style-type: none"> <li>• Infrastructure and equipment</li> <li>• Services for procurement and installation, training and mentoring, equipment</li> <li>• Monitoring of outcomes</li> </ul>
EbA measures to be supported but not limited	<ul style="list-style-type: none"> <li>• Forests, wetlands, and organic soils interventions that support regulatory function within the hydrological regime in the context of water scarcity due to decreasing rainfall and longer dry spells</li> <li>• Pastures and forests that protect communities from enhanced soil erosion due to increasing heavy rainfall</li> <li>• Vegetation, where during increased and intensified dry periods protects against the consequences from enhanced desertification, such as dust pollution</li> <li>• Riverine landscapes, wetlands or floodplains in flood prone areas and watersheds responding to increased heavy rainfall and rainfall frequency or volume</li> </ul>
Eligibility Criteria	<ul style="list-style-type: none"> <li>• Grant is limited to one CBO</li> <li>• All infrastructure development must comply with the Environmental Management Act of 2007</li> <li>• Interventions need to be linked to projected climate change related impacts on rural facilities</li> <li>• Demonstrates sound financial management experience</li> <li>• Demonstrates experience in managing grant funds</li> <li>• Well established accounting, financial reporting systems and auditing systems in place</li> <li>• Adherence to the implementation of Environmental and Social Safeguards system</li> <li>• Demonstrates gender mainstreaming</li> </ul>

## Grant Funding Window 2: Eco-Enterprise Adaptation

The second funding window provides assistance to bankable small-scale enterprises that enhance biodiversity conservation goals but utilize natural resource-based products/services that create revenue/profit for landscape-based communities. These include products that are commercially viable and in demand in regional and international markets and are harvested / utilized in a sustainable ethical manner.

<b>Eco-Enterprise Adaptation Investments</b>	
<b>Purpose:</b> This window focuses on financially supporting community level locally owned small to medium enterprises that are based on natural resources. It also involves supporting communities to access local, regional, and international business platforms.	
Scope	<ul style="list-style-type: none"> <li>• Priorities for biomes: All biomes</li> <li>• Intervention areas: Natural resource-based enterprises from the sustainable use of natural resources</li> <li>• Impact spheres: adaption and economic</li> <li>• Grant sizes: USD 100,000 - USD 400,000 (approximately N\$1.53 million – N\$6.1 million at indicative current exchange rates)</li> <li>• Duration: 2 years</li> </ul>
Cost Categories	<ul style="list-style-type: none"> <li>• Infrastructure and equipment</li> <li>• Services for planning, implementation, and management</li> <li>• Training, research, and monitoring</li> <li>• Consumables</li> <li>• Operational costs</li> </ul>
EbA measures to be supported but not limited	<ul style="list-style-type: none"> <li>• Supporting sustainable income generating community owned enterprises linked to biodiversity conservation</li> <li>• Marketing and improving value chains in partnership with the private sector</li> <li>• Conservation livelihood opportunity development such as community ranger systems or community abattoirs</li> <li>• Enhancing community revenue streams from improving the health and condition of habitats through activities such as beekeeping for honey production, community nurseries, tree-planting projects, reforestation and reseedling activities, sustainable enterprise development from bush encroachment, agrotourism, value addition of medicinal herbs and production of handicrafts</li> <li>• Manufacturing of organic fertilizer, market facilitation of local products, fodder farming, fish farming etc.</li> </ul>
Eligibility Criteria	<ul style="list-style-type: none"> <li>• Grant is limited to one CBO</li> <li>• All infrastructure development must comply with the Environmental Management Act of 2007</li> <li>• Interventions need to be linked to projected climate change related impacts on rural facilities</li> <li>• Demonstrates sound financial management experience.</li> <li>• Demonstrates experience in managing grant funds.</li> <li>• Well established accounting, financial reporting systems and auditing systems in place.</li> <li>• Adherence to the implementation of Environmental and Social Safeguards system</li> <li>• Demonstrates gender mainstreaming</li> </ul>

### Accessing the Grant Facility

Grantees will be able to access grant funding in two ways.

Firstly, those CBOs with demonstrated requisite capacity (to develop fundable projects, to implement such projects, to report as required and account for funds disbursed) can apply directly and implement projects on their own. This is the preferred modality, however, the reality is that most CBOs lack this requisite capacity, especially given the highly specialized expertise required in this case.

Therefore, the second possible modality is for funding applications to be made in partnership with support organizations. This also applies to project implementation as well as monitoring and reporting. To ensure full ownership by the CBOs, such partnership arrangements with support organizations will need to fulfill the following conditions:

- The grant proposals will target initiatives of CBOs. It is also possible for a single CBO to access multiple grants through the different funding windows.
- A formal agreement of some sort or a supporting letter signed by authorized CBO leadership will be required to accompany a grant application submitted by a support organization. Such an agreement or letter of support must clearly identify the support entity's role and responsibilities.
- Overhead costs of the supporting entity will be limited to 10% of the total budget in order to ensure that the majority of funding (90%) is utilized for implementation of agreed community-level activities.
- The support organization (if involved) must make provisions for acceptable skills transfer and capacity measures with realistic targets and corresponding objectively verifiable indicators in their respective grant applications.
- In any event, the selection criteria for the support organizations will also be outlined in the Grant Awards Manual.

### **Grant duration**

- All projects must be proposed and conducted within a time frame of 24 months that allows full implementation within the project lifetime i.e., 2019 – 2024.
- It is however emphasized that grants should be sustainable beyond the project lifetime.

### **Call for proposals**

- The EIF, in its role as grants administrator, will make a call announcing the selection criteria for eligible projects.
- Institutions will apply through an application form a final proposal or an idea of the project.
- The call for proposals will run for three months.
- The internally constituted Project Management Committee (PMC) from the accredited entity will assess the conditions of the applications through diagnosis as well as the pertinence and economic viability of the proposed project.
- The PMC will carry out a completeness check to determine if the project meets the requirements indicated.
- The proposal will then be considered by the Fund Management Committee (FMC) that will assess the environmental and social impacts and mitigation actions of the proposal.
- If these assessments are positive, the proposal is sent to the Technical Advisory Panel that will issue an opinion and make a decision.
- The technical and economic viability of the proposals will be evaluated.
- The Project Steering Committee (PSC) will endorse successful projects.

### **Submission by participants should provide a summary of the following:**

- Descriptive concept proposal linked to **the investment plan of the respective**
- Impact at local level and benefits for women and youth such as job creation.
- Results of the underlying activities in terms of reduction of emissions, sustainable development benefits and financial sustainability.
- Description of how transformative change will be achieved in terms of socio-economic development and landscapes.
- Results of underlying activity described in terms of GHG emission reductions, sustainable development benefits and financial sustainability.
- Indication of co-financing and contribution from other sources. Any other form of kind contribution should be included.

- Financial management and accountability structures/ systems in place.

### Investment Criteria

**NB: All project proposals will be reviewed by first referencing the investment plans as per the landscape identified projects in line with the selection criteria outlined in the table below:**

Criteria	Evaluation Elements	Possible Points
Biodiversity value	<ul style="list-style-type: none"> <li>• Usage and conservation of local crops, varieties and breeds</li> <li>• Diversification of locally sourced foods</li> <li>• Productive value</li> </ul>	20
Food security	<ul style="list-style-type: none"> <li>• Contributing factors</li> <li>• Halting deforestation</li> <li>• Restoring watersheds</li> <li>• Diversifying production systems</li> <li>• Encouraging sustainable landscape management</li> </ul>	20
Ecosystem protection, biodiversity maintenance that enhances adaptation and mitigation	<ul style="list-style-type: none"> <li>• Diversification of land-use types and improvement of connection of ecosystem patches</li> <li>• Promotes climate change adaptation/mitigation</li> <li>• Protection of landscape components maintaining ecosystem functions and services</li> </ul>	20
Livelihood improvement	<ul style="list-style-type: none"> <li>• Linking income generation to conservation and agro actions</li> </ul>	20
Scope of action and Innovation	<ul style="list-style-type: none"> <li>• Addressing multiple threats or needs</li> <li>• Addressing innovative areas</li> </ul>	10
Policy inform and Replication	<ul style="list-style-type: none"> <li>• Addressing policies</li> <li>• Affecting the entire site</li> <li>• Replication potentials</li> </ul>	10
<b>TOTAL</b>		<b>100</b>

### Criteria for Grant Recipients

Selection of an implementing organization is another important factor for the success of a grant. The project is new to the majority of NGOs and CBOs in Namibia. Therefore, training events and roundtable discussions will / must be organized for interested organizations, local consultants, and stakeholders on a range of issues related to ecosystem-based adaptation and landscape ecosystem-based adaptation.

**The following criteria will be applied to NGOs / CBOs to implement the projects:**

- Eligibility of organizations: must be Namibian dedicated taxpaying institutions, organizations and agencies undertaking activities within these landscapes; Community-level locally-owned small to medium enterprises; Registered communal conservancies and community forests; Community-based organizations; Community-support organizations; Farmer's associations; Basin water management committees; Waterpoint committees; Community cooperatives; Agencies implementing projects with communities, women groups and youth groups.

- Ability to deliver community projects, considering institutional, technical and financial capacity to manage projects.
- Previous experience of implementing community projects and records of past activities on nature conservation.
- Assurance of community participation in project design, implementation, monitoring and evaluation.
- Good knowledge of natural resource management, ecosystem-based adaptation, socio-ecological production landscapes, landscape resilience, agro-forestry, crop and rangeland management and food security.
- Permanent location or office of the CBOs/NGO in project site will be an advantage.
- Organizations should demonstrate their credibility and track record in the areas of environmental sustainability, grants management, and climate change.
- Interventions must be strictly based on accepted EbA approaches.

**Eligibility:**

- Namibian dedicated institutions, organizations and agencies undertaking activities within these landscapes;
- Community-level locally-owned small to medium enterprises;
- Registered communal conservancies and community forests;
- Community-based organizations;
- Community-support organizations;
- Farmer's associations;
- Basin water management committees;
- Waterpoint committees;
- Community cooperatives;
- Agencies implementing projects with communities, women groups and youth groups.

**The Project will not support:**

- Issues other than tackling climate change and environmental degradation
- Activities requiring a full environmental impact assessment before implementation
- Candidates for political office
- Individual government organizations at the national, regional, or local level
- Individual such as through scholarships
- Capital construction or endowment campaigns
- Local and community-based activities that are not scalable and that do not have an international perspective
- Projects focusing on single species
- Activities that make use of chemical fertilizers

**Grant proposals should be submitted as below stated:**

- Grants proposals may be submitted as hardcopies or electronically via email to [EbA@EIF.ORG.NA](mailto:EbA@EIF.ORG.NA)