



**Environmental Investment Fund
of Namibia** | ensuring sustainability

**CALL FOR GRANT PROPOSALS
UNDER THE ENVIRONMENTAL INVESTMENT FUND GRANTS FACILITY**

CALL DURATION:

17 JULY– 15 AUGUST 2023

APPLICATION GUIDELINES

The cover letter of the application is the first page of your application. It should be filled out clearly so that EIF has your full contact information. Kindly note that the cover letter should not exceed one page and that it must be submitted alongside the proposal.

Dear Applicant

We are glad that you are interested in accessing grant funding through the Environmental Investment Fund of Namibia, EIF Grants Facility.

The following are key guidelines that will assist you during the grants' application process:

1. Eligibility

Individuals, Community Based Organisations (CBOs), Youth Groups, Women's Groups, Non-Profit Organisations (NPOs) and People living with Disabilities are eligible to access funding for proposals under the EIF Grant Facility.

2. Non-Eligibility

Non-Community Based Organisations (Non-CBOs), Conservancies, Community Forests, Resettlement Farmers/Commercial Farmers, Farmer's Organisations, Water Point Associations, Individuals and Groups previously supported by EIF, EIF Staff, Government/State Owned Enterprises (SOEs), Micro, Small and Medium Enterprises (MSMEs) Private Sector, Limited (LTDs) and Proprietary (PTY) Ltd, Research, Academia, Vocational Training, and Capacity Building Institutions (NTA, COSDEC, UNAM, NUST, etc) are not eligible to access funding for proposals under the EIF Grants facility.

3. Application Form

The grant application form is accessible:

3.1 on the EIF website (<https://www.eif.org.na/page/eif-grants>);

3.2 or can be obtained at the Environmental Investment Fund of Namibia, 8933 Heinitzburg Heights, c/o Heinitzburg & Dr. Theo-Ben Gurirab Street, Klein Windhoek;

3.3 or electronically on the various Regional Council Offices' notice boards,

3.4 Or by emailing grants@eif.org.na or by calling 061 – 4317741.

Kindly ensure that all the sections are completed! Incomplete applications/proposals and those not on the EIF template will not be considered.

4. Key criteria for funding under the EIF Grant Facility

4.1 Investment themes

Funding under the grant facility will only be made for the following investment themes or areas:

- **Natural Resource Management and Utilization,**
- **Agroforestry,**
- **Nature-based Enterprises,**
- **Green Technologies & Low Carbon Development,**
- **Sustainable Agriculture.**

The grant facility is aimed at funding initiatives **in the following areas: Climate Change, Biodiversity Conservation, Land Degradation and Waste Management.**

Individuals, Community Based Organisations (CBOs), Youth Groups, Women's Groups, Non-Profit Organisations (NPOs) and People living with Disabilities' proposals under the EIF Grant Facility may only apply for funding under one of the five investment themes.

4.2 Grant sizes and duration

Individual grant sizes will range between **N\$50,000.00 – N\$150,000.00.**

4.3 Transformational/paradigm shift character of the project

- Degree to which the proposed project addresses prevailing unsustainable; practices/situations towards a sustainable (resilient) development pathway;
- Degree to which the project is innovative/business unusual;
- Potential for cost-effective scaling up and replication elsewhere if the project proves successful;
- Potential for knowledge and learning; Sustainability of outcomes and results
- beyond completion of the intervention.

4.4 Sustainable Level Development Impact

- **Environmental Co-Benefits:** Potential for positive environmental externalities (i.e. not directly climate-related), such as conservation, biodiversity, soil quality, air quality etc.
- **Social Co-Benefits:** Potential for positive externalities in areas such as health and safety, access to education, cultural preservation etc.
- **Economic Co-Benefits:** Potential for positive economic externalities in areas such as expanded and enhanced job markets, job creation and poverty alleviation,

improved sector income-generating capacity, increase in agricultural productivity, increase in energy and water supply security, etc.

- **Gender-Sensitive Development:** Degree to which the project addresses prevailing gender inequalities in general and with regards to climate change vulnerability and risks.

4.5 Environmental and Social Safeguards

Completion of the environmental and social safeguard checklist (ESS) is compulsory. Please ensure to complete Environmental and Social Safeguard checklist and rating which is an Annexure to the application form. This will assist the Fund in determining if your grant proposal falls within risk Category C. This category caters for projects that do not cause irreversible negative impacts on the environment and communities. **They hence do not require an environmental and social assessment!**

Also note, EIF does not finance projects that displace communities in any manner.

5. Submission of applications

Grant proposals should be submitted as below stated:

- **Option 1: Submission by hand (in hard copy):**
Hard copy submissions to the EIF Grants Facility should be delivered in a sealed envelope and addressed to:

Environmental Investment Fund of Namibia
EIF Grants' Facility
Heinitzburg Heights c/o Heinitzburg and Dr. Theo-Ben
Gurirab Street, Windhoek

Kindly ensure that you have entered your submission in the application register and have received the acknowledge receipt from the EIF Grants Facility as reference.

- **Option 2: Submission via post**
Hard copies submission to the EIF Grants Facility should be done in a sealed envelope and addressed:

Environmental Investment Fund of Namibia,
EIF Grants Facility
P.O. Box 28157, Auas Valley
Windhoek

□ **Option 3: Submission via email**

Soft copies submission to the EIF Grants Facility should be done via email and addressed:

grants@eif.org.na

6. Support to the Applicants with the development of proposals

It is important to note that the grants facility does not make provision for seed grants to assist with the development of project proposals under the EIF Project grant facility.

7. Evaluation of applications

Applications received will be evaluated in line with the existing EIF Grants manual. As proposals are approved on a competitive basis, the EIF Grants manual, establishes a system where screening and assessment takes place at various levels. The applications process will have an overall turnaround time frame of a **maximum of 40 days**.

8. Duration of call for proposals

The EIF Grants Facility call for grants proposals will be running for a period of **30 days** or one (1) Calendar month between **the 17th of July to 15th of August 2023**.

9. Deadlines

All grants proposals should reach the EIF office not later than the **15th of August 2023 at 17:00**. No late submissions will be considered.

10. Contacts

For any further queries, kindly do not hesitate to contact the EIF Grants Officer by calling Mr. McNell Shaningwa at 061 – 431 7741 or by e-mailing [**grants@eif.org.na**](mailto:grants@eif.org.na)

For projects to be considered for funding, applicants must complete the entire application form and submit all requested documents by post, hand delivery or email. Incomplete applications will not be reviewed. Documents submitted after the closing date of the bid will not be considered.