



CALL FOR PROPOSALS

SGP Operational Phase 6

Country Programme Strategy Development Process

I. Background

The **Global Environment Facility (GEF) Small Grants Programme (SGP)** provides non-governmental and community-based organizations (NGOs/CBOs) in developing countries with grants to enable them to tackle global environmental challenges¹ while addressing local sustainable development needs. SGP is a GEF corporate programme, implemented by UNDP and executed by UNOPS. SGP Barbados started financing projects in 1994 under the sub-regional programme for Barbados and the OECS. From 2011 the programme transitioned to a country modality with each country having a National Coordinator. Since then, it has succeeded in funding and providing technical support for more than 25 grant projects.

In its 6th Operational Phase (OP6) which will be under implementation during 2015 to 2018, SGP has the following objective: *“to support the creation of global environmental benefits and the safeguarding of the global environment through community and local solutions that complement and add value to national and global level action”*.

The table below presents the key components or “strategic initiatives” which are multi-focal in character and that will guide SGP grant-making in OP6. Countries will be able to prioritize and select from among these strategic initiatives based on national priorities and following country level multi-stakeholder consultations.

SGP OP6 Strategic Initiatives
<ol style="list-style-type: none">1. Community landscape/seascape conservation2. Climate smart innovative agro-ecology3. Low carbon energy access co-benefits4. Local to global chemical management coalitions5. CSO-government policy and planning dialogue platforms6. Promoting social inclusion:<ol style="list-style-type: none">i. Gender mainstreamingii. Youth involvementiii. Indigenous Peoples fellowships7. Global reach for citizen practice based knowledge programme<ol style="list-style-type: none">i. Digital library of community innovationsii. South-South community innovation exchange

¹ The GEF’s focal areas include: biodiversity, climate change, sustainable land management, international waters, and chemicals.

A key element of SGP's implementation in OP6 is the development of landscapes/seascapes/ridge to reef within countries to better focus grant-making and promote strategic programming and clustering of small grant projects to achieve greater impact and lead to synergies and opportunities for scaling up. Depending on size and context of countries, as well as available funding for grant-making, countries may select one or more landscapes/seascapes/ridge to reef within which community projects will be supported. SGP will focus on supporting and coordinating concrete actions at the grassroots level by providing small-scale finance for local community-led projects within given priority landscapes, to achieve large-scale impacts in developing countries. SGP will also review, analyze, and codify results of these on-the-ground actions to distill and disseminate lessons which can be used for replication within the country and in other parts of the world.

Another key element of SGP's approach in OP6 will be to enhance its role as a Grant-maker+ by strategically planning for the provision of services that will achieve a greater portfolio impact. This may be done through selective use of capacity development grants as well as non-grant support services, networks and partnerships.

II. Objectives

This call for proposals is to solicit civil society organizations to put forward proposals that help SGP undertake a preparatory process to develop its strategy for OP6. This will involve multi-stakeholder consultations, development of baseline assessment(s) of priority identified landscape(s)/seascape(s)/ridge to reef, and elaboration of the Country Programme Strategy (CPS) for OP6 in close coordination with the SGP National Coordinator and National Steering Committee in Barbados. The key steps in this preparatory process and the key deliverables expected are described in detail below.

III. Key steps in the OP6 Country Programme Strategy elaboration process

The following are the three key steps or stages for the development of the Country Programme Strategy to align with the programming for OP6:

Step 1. OP6 Country Programme Strategy consultations and Scoping exercise

To initiate the development of the SGP OP6 Country Programme Strategy (OP6 CPS) an assessment and scoping exercise should be undertaken. These activities should review the results and achievements of the SGP country programme to date, identify the priority directions for programming in OP6, align with the SGP OP6 project document, the country's national priorities, GEF 6 programming directions, and facilitate potential for synergy with UNDP and other partner agencies.

The CPS consultation and scoping process will extend beyond the NSC to involve relevant stakeholders from government, civil society, UNDP country office, sector agencies and other partners. Its purpose is to identify the niche of SGP for programming in OP6 that will enable the programme to deliver the strategic impact expected as per the OP6 directions and initiatives.

This process will include the following broad elements:

- a) ***Communications, outreach and capacity development about OP6 and its strategic initiatives.*** Such communications should serve to explain the need to focus SGP on landscape/seascape/ridge to reef areas for achievement of greater strategic impact through clustering of projects and achievement of synergies.
- b) ***Multi-stakeholder consultations.*** This consultation process should include the NSC, TAG and other relevant partners from government, civil society, UNDP, partner agencies etc. in order to achieve a broad consensus on the country programme approach in OP6.
- c) ***Selection of the landscape/seascape/ridge to reef area(s) of focus,*** with consideration given to SGP's niche, opportunities, challenges, and potential for synergies, etc. For smaller countries, such as SIDS, the entire country may be considered as one landscape or seascape/ridge to reef – in such cases, the programme would need to identify a thematic focus or niche to ensure that SGP grant-making is strategic and achieves greater impact.
- d) ***Grant-making outside the selected landscape/seascape/ridge to reef area(s).*** In OP6, up to 30% of grant resources could be allocated outside of the landscape/seascape/ridge to reef areas, provided that these funds are utilized strategically. Criteria for prioritization of projects and a typology of projects may be identified in the General Evaluation and Scoping Exercise. For example priority may be given by the country programme to grants outside the landscape/seascape/ridge to reef area(s) that:
 - Promote innovation in relation to SGP OP6 strategic initiatives and directions
 - Provide new opportunities for partnerships and replication.
 - Help translate landscape lessons into policy or promote uptake
 - Establish CSO-government dialogue platforms that promote civil society engagement with government in the context of multilateral environmental agreements

Key outputs to be produced at this stage would include: (a) a short report documenting the consultation and scoping process with key agreements on the CPS approach recorded, and (b) a draft outline of the CPS already developed to the extent possible with the landscape/seascape/ridge to reef approach still to be fully elaborated in Step 2.

Step 2. Selected Landscape/Seascape/ridge to reef Baseline Assessment

The Landscape/Seascape/Ridge to Reef Baseline Assessment process will be guided by the CPS Consultation and Scoping Exercise of Barbados which will lay out the consensus for the priorities and planning for delivering OP6 outcomes in the country². The Landscape/Seascape/Ridge to Reef Strategy developed should describe the landscape approach for supporting global environmental activities in line

² For SGP country programmes with ongoing and new co-financing programmes which have developed detailed site/community level consultations such as in the SIDS Community Based Adaptation VRA process or Community Based REDD+, or COMPACT, and COMDEKS, the experience and results of these approaches will be drawn upon. In cases where the OP6 CPS will be targeting areas where these projects have been/are active, information will be drawn from existing documents and similar baselines assessment reports to the extent possible into the OP6 CPS document so as not to engage communities and local stakeholders in duplicative consultation processes. If necessary earlier consultation results could be built on, revisited and updated within the baseline assessment process foreseen for OP6 CPS development.

with the selected strategic initiatives in the SGP Country Programme Strategy that contribute to sustainable development at the community level.

The objective of the baseline assessment is to assist SGP National Coordinators and National Steering Committees a) to elaborate a landscape/seascape/ridge to reef-wide baseline, b) to develop a landscape/seascape/ridge to reef strategy that will guide grant-making with typology of projects proposed, and sets of indicators for selected SGP strategic initiatives identified. The baseline assessment provides information about the current state of the landscapes/seascapes/ridge to reef, through consultations with local communities and stakeholders which can be used as a basis for setting goals and desired outcomes.

The Landscape/Seascape/Ridge to Reef Baseline Assessment will study the key challenges, global environmental issues, and identify the opportunities for community and CSO actions. The baseline assessment process will include community consultations, and ensure participation of the range of stakeholders in the landscape, including local authorities, civil society, community organizations, and other relevant partners. The baseline assessment will include the following key elements:

- a) **Baseline analysis.** Identification of the landscape/seascape/ridge to reef context and background, including threats to the global environment, sustainable development, and key actions and plans underway, and identification of relevant stakeholders within and outside the landscape who need to be involved. The boundaries of the landscape/seascape/ridge to reef should be identified along with an analysis of the baseline activities that the SGP Country programme can build on as well as the gaps that it can intervene to address.
- b) **Elaborating SGP OP6 Strategic initiatives within the landscape/seascape/ridge to reef context.** Based on results of the CPS Consultation and Scoping process, the country will have identified the selective strategic priorities for grantmaking. Within the Baseline Assessment the implementation of the priority OP6 strategic initiatives selected by countries will be elaborated within the landscape/seascape/ridge to reef context with (a) typologies of projects developed, (b) indicators and targets and results framework developed.
- c) **Modalities for implementation will be proposed,** such as possibilities for linking and connecting projects within the landscape for learning and exchange, fostering engagement with local authorities, identifying the policy's influence and scaling up opportunities, promoting participatory monitoring and evaluation that enables community involvement, and facilitating knowledge management and capture and dissemination of results.

As a key output of the Landscape/Seascape/Ridge to Reef Baseline Assessment process a report will be produced that will present the baseline analysis, the elaboration of the SGP strategy within the landscape and the modalities for implementation. The report will also present the consultative process followed and the results of community consultations held. This report will be presented to the NSC and NC and may be prepared in the national languages as appropriate (note it will not be required for review by the SGP Central Programme Management Team (CPMT) at SGP headquarters).

Step 3. Country Programme Strategy Finalization

On condition that the above steps and the Baseline Assessment process for the selected Landscape/Seascape/Ridge to Reef area(s) of focus has been completed and agreed, the SGP OP6 Country Programme Strategy (CPS) will be fully elaborated and finalized.

A draft of the complete CPS (no more than 25 pages in total length) will be produced for review and comment by the NC and NSC. It will also be shared for review and approval by the CPMT. Any final comments from the NSC and CPMT will be taken into account and addressed in the final draft of the CPS which will then be widely shared and posted online for public information.

IV. Scope of the assignment:

The Grantee's main responsibilities will include to undertake all (or some) of the key steps 1 through 3 outlined in II above, based on the needs and specific agreement with the SGP Barbados country programme. The Grantee will be expected to produce the key deliverables foreseen under the various key steps in a professional and timely manner. The timely completion of all key deliverables will be critical for this project given that it will prepare the CPS which will be needed for further grant-making within the selected landscape/seascape/ridge to reef area(s) of focus. It is foreseen that the entire project, if undertaking steps 1 through 3, be completed within a four month period.

The grantee will design preparatory exercises and help prepare for and facilitate consultations throughout the key steps outlined above, including the preparation of necessary information and background documents as needed. The grantee will capture and document key points of discussion and agreement from stakeholder consultations at national and landscape/seascape/ridge to reef level.

The grantee will work closely with the SGP National Coordinator (NC) and National Steering Committee (NSC) members (and Technical Advisory Group (TAG) members if appropriate) in completing steps 1 through 3.

V. Competencies required for the project

- Demonstrated capacity for strategic thinking, and expertise in landscape/seascape/ridge to reef management.
- Proven experiences in working with community-led initiatives as well as experience in community and stakeholder participatory processes.
- Expertise on global environment and sustainable development issues
- Proven capacity to produce high quality qualitative research and ability to absorb, analyze and synthesize large amounts of complex information within tight deadlines.
- Strong presentation and facilitation skills.
- Exceptional writing skills of policy and communication materials for a variety of audiences, including the civil society and policymakers.
- Excellent writing, presentation, communication and facilitation skills in English.

VI. Budget

The maximum amount per grant award for the project will be limited to US\$25,000, with applicants required to provide a detailed budgetary estimate. The estimated costs should include budget categories such as consultations, technical support, materials, catering etc.

VII. Period of services (if applicable):

The entire process comprising the 3 key steps is expected to be completed within a four month time frame with the First Step completed within a month or shorter. Please provide a detailed timeline as part of your proposal.

VIII. Eligible Proponents:

The project may be undertaken by an appropriate, experienced national or subnational NGO or academic institution as an on-the-ground capacity building project and financed by a grant. The proposal should clearly present the experience of the applicant and its partner organizations in the issues to be addressed.

IX. Procedures and deadlines for submitting proposals:

- Those organizations who wish to be considered to undertake this work should complete a Project Concept Form no later than **5 September 2015**. The Project Concept Form should be submitted via email with subject line clearly marked "OP6 Country Programme Strategy". A letter of interest and a brief technical and financial proposal should accompany the Project Concept Form.
- Applications should be addressed and submitted to:

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