



**CRITICAL** | **ECOSYSTEM**  
**PARTNERSHIP FUND**

## **The Caribbean Islands Biodiversity Hotspot Call for Letters of Inquiry**

This call is open to biodiversity conservation projects implemented by civil society and focused in the following countries in the Caribbean:

Antigua and Barbuda, Barbados, Bahamas, Dominica, Dominican Republic, Grenada, Haiti, Jamaica, Saint Lucia, St. Kitts & Nevis and St. Vincent and the Grenadines

The opening and deadline dates for this call for letters of inquiry:

Opening Date: Monday 2<sup>nd</sup> July 2012

Deadline Date: Monday 13<sup>th</sup> August 2012

## **Call for Letters of Inquiry**

The Caribbean Natural Resources Institute (CANARI), in its role as the Regional Implementation Team (RIT) for the Critical Ecosystem Partnership Fund (CEPF) in the Caribbean islands Biodiversity Hotspot is now inviting **letters of inquiry (LOIs)** from civil society organisations for both small and large grant projects for all countries eligible for CEPF support in the region: Antigua and Barbuda, Barbados, Bahamas, Dominica, Dominican Republic, Grenada, Haiti, Jamaica, Saint Lucia, St. Kitts & Nevis<sup>1</sup> and St. Vincent and the Grenadines. Please read all the information below for details on the CEPF investment in the Caribbean and how to apply for a grant.

CEPF is a joint initiative of l'Agence Française de Développement, Conservation International, the Global Environment Facility, the Government of Japan, the John D. and Catherine T. MacArthur Foundation, and the World Bank. CEPF provides grants to civil society organisations to help protect biodiversity hotspots, which are Earth's most biologically rich yet threatened areas. A fundamental goal is to ensure civil society plays a critical role in achieving biodiversity conservation.

CEPF's niche for investment in the Caribbean islands was formulated through a participatory process that engaged civil society, donor and governmental stakeholders throughout the region. The results of this process and the five-year (2010-2015) strategy that CEPF has identified for supporting biodiversity conservation in the Caribbean region are outlined in the **Ecosystem Profile**. Five **strategic directions** were identified, covering 45 **key biodiversity areas (KBAs)** and six **conservation corridors** throughout 11 countries that are eligible for CEPF support in the region. Applicants are advised to carefully review the Ecosystem Profile and other references available on the CEPF website when preparing their LOIs, specifically:

- Caribbean islands Biodiversity Hotspot Ecosystem Profile: [http://www.cepf.net/where\\_we\\_work/regions/CaribbeanIslands/ecosystem\\_profile/Pages/default.aspx](http://www.cepf.net/where_we_work/regions/CaribbeanIslands/ecosystem_profile/Pages/default.aspx)
- Frequently asked questions: [http://www.cepf.net/about\\_cepf/faq/Pages/default.aspx](http://www.cepf.net/about_cepf/faq/Pages/default.aspx)
- How to apply: <http://www.cepf.net/grants/apply/Pages/default.aspx>
- CEPF projects database: [http://www.cepf.net/grants/project\\_database/Pages/default.aspx](http://www.cepf.net/grants/project_database/Pages/default.aspx)
- CEPF safeguard policies: [http://www.cepf.net/grants/Pages/safeguard\\_policies.aspx](http://www.cepf.net/grants/Pages/safeguard_policies.aspx)

In addition, here are some Tips for Preparing a CEPF Letter of Inquiry:

[http://canari.org/documents/TipsforPreparingaCEPFLetterofInquiry-111011\\_000.pdf](http://canari.org/documents/TipsforPreparingaCEPFLetterofInquiry-111011_000.pdf)

## **Scope of Call**

Applicants are invited to submit LOIs that would contribute to CEPF Strategic Directions 1, 2, 3 and 5. Based on an assessment of current initiatives (please see here for a list of approved projects to date: [http://canari.org/documents/ContractedCEPFgrantsasof10512\\_000.pdf](http://canari.org/documents/ContractedCEPFgrantsasof10512_000.pdf)), recent calls for proposals and gaps in CEPF's portfolio in the region, applicants are particularly encouraged to focus on the following investment priorities based on the CEPF Ecosystem Profile:

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<sup>1</sup> CEPF approval of projects in St. Kitts & Nevis is dependent upon receiving the endorsement by the GEF Operational Focal Point.

## **Strategic Direction 1**

### **1.1 Prepare and implement management plans in the 17 highest-priority key biodiversity areas**

- ✓ Management planning and implementation in the following KBAs in Jamaica: Catadupa, Cockpit Country, Dolphin Head, Litchfield Mountain – Matheson’s Run and Peckham Woods.
- ✓ Management planning and implementation in the following KBAs in the Dominican Republic: Jaragua National Park and Sierra de Bahoruco.
- ✓ Management planning and implementation in the following KBAs in Haiti: Massif de la Hotte and Massif de la Selle.
- ✓ In addition, CEPF will also accept proposals on the following sites that have been identified as high priority for biodiversity conservation in the process of KBA reassessment in Haiti (2012): Lac Azuei –Trou Caiman, Lagons du nord-est, Côtes du nord.
- ✓ Establishment or enhancement of co-management arrangements for protected areas (within the priority key biodiversity areas in the region);

### **1.2 Strengthen the legal protection status in the remaining 28 key biodiversity areas**

- ✓ Projects that support the adoption of more flexible approaches to conservation, such as new private protected areas, municipal reserves and co-management arrangements.
- ✓ Projects that strengthen the formal protection status of the key biodiversity areas through dialogue, technical assistance assessments, land-use and management planning, and stakeholder consultations.

### **1.4 Establishment or strengthening of sustainable financing mechanisms for the priority key biodiversity areas.**

- ✓ Projects that establish or strengthen sustainable financing mechanisms in the priority key biodiversity areas through technical assistance, assessments and stakeholder outreach. Projects that support replication of successful approaches for funding conservation programmes.

## **Strategic Direction 2**

### **2.1 Mainstream biodiversity conservation and ecosystem service values into development policies, projects and plans, with a focus on addressing major threats such as unsustainable tourism development, mining, agriculture and climate change**

- ✓ Projects that focus on the development or strengthening of policies and plans and implementation of projects that incorporate ecosystem services, climate change and biodiversity conservation;

### **2.2 Strengthen public and private protected areas systems through improving or introducing innovative legal instruments for conservation**

- ✓ Innovative projects that help strengthen protected area policies and systems including policy analysis to identify gaps and options, and development and adoption of recommendations to strengthen protected areas networks through innovative legal instruments;

### **Strategic Direction 3**

#### **3.2 Enable local and regional networking, learning and best-practice sharing approaches to strengthen stakeholder involvement in biodiversity conservation**

- ✓ Establishment of local and regional networks to (1) facilitate sharing of information and best practices to stimulate learning and capacity building of members; (2) catalyze cooperation among members for joint conservation action. Conservation action by networks should be focused on addressing threats caused by invasive species, mining development, climate change, site-based conservation and policy and legislation.

### **Strategic Direction 5 (Provide emergency support to Haitian civil society to mitigate the impacts of the 2010 earthquake)**

#### **5.1 Support conservation of priority key biodiversity areas and ensure the integration of conservation priorities into reconstruction planning**

- ✓ Initiatives that focus on capacity building and enhancing networks for biodiversity conservation in **Haiti** in the context of supporting the restructuring of civil society after the 2010 earthquake and its participation in the on-going reconstruction process. An initial budget of \$400,000 was allocated to this budget line following the 2010 earthquake and a remaining \$215,000 is still available.

All projects should demonstrate direct and concrete conservation results which contribute directly to one of the strategic directions detailed in the Ecosystem Profile.

### **Eligibility Criteria**

Non-governmental organisations, community groups, private enterprises, universities and other civil society applicants may apply for funding. Organisations must have their own bank account and be authorised under relevant national laws to receive charitable contributions. Government owned enterprises or institutions are eligible only if they can demonstrate that the enterprise or institution has:

- i. a legal personality independent of any government agency or actor;
- ii. the authority to apply for and receive private funds; and
- iii. may not assert a claim of sovereign immunity

Anyone who is uncertain of their eligibility or likelihood of receiving funding from CEPF should contact the RIT at [cepf-rit@canari.org](mailto:cepf-rit@canari.org) for clarification.

Grants cannot be used for:

- i. the purchase of land, involuntary resettlement of people including displacement of land uses or impeding access to traditional uses of natural resources, or activities that negatively affect physical cultural resources, including those important to local communities;
- ii. activities adversely affecting Indigenous Peoples or where these communities have not provided their broad support to the project activities; or
- iii. the removal or alteration of any physical cultural property (including sites having archaeological, paleontological, historical, religious, or unique natural values).

For reference, the average large grant in the Caribbean is \$125,000 while the average small grant is \$18,700. Small grants can range anywhere under the maximum of \$20,000.

CEPF not only evaluates the technical merits of a project but also pays attention to a project's social and environmental impacts. Proposed activities must observe all other World Bank safeguard policies found at <http://go.worldbank.org/WTA1ODE7T0>.

### **Application Process**

Applicants for both small and large grants must submit a LOI. The LOI and guidelines are available in English, French and Spanish: <http://www.cepf.net/grants/apply/Pages/default.aspx>. Kindly note that hard copy LOIs are not encouraged.

**The deadline for submitting both small and large grant LOIs is 13<sup>th</sup> August 2012.** We encourage applicants to submit their LOIs early so that review and processing of their applications can start earlier. Before submitting either small or large formal LOIs, applicants are encouraged to discuss proposal ideas to confirm eligibility with the CANARI Regional Implementation Team at [cepf-rit@canari.org](mailto:cepf-rit@canari.org).

Please follow the steps below to apply for a small or large grant.

#### **Small Grants of up to \$20,000**

Small grants are awarded directly by the RIT. Once the LOI is completed, send an email to [cepf-rit@canari.org](mailto:cepf-rit@canari.org) with the LOI attached. You will receive an email acknowledging receipt of your application.

The RIT may require supporting documents from the applicant during the review period. Decisions will be made by the RIT with input from an independent Regional Advisory Committee for CEPF (RACC<sup>2</sup>).

The timeframe for processing an application for small grant funding is usually between 4-6 months.

#### **Large grants of more than \$20,000**

Large grants are awarded by the CEPF Secretariat. Once the LOI is completed, send an email to [cepfgrants@conservation.org](mailto:cepfgrants@conservation.org) with the LOI attached. You will receive an email acknowledging receipt of your application.

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<sup>2</sup> CANARI established a Regional Advisory Committee for CEPF (RACC) to provide independent technical reviews of proposals submitted and to offer strategic advice on CEPF's investment in the region. The RACC is made up of 17 individuals with collective expertise in biodiversity conservation, civil society capacity building, climate change, creation and management of protected areas and ecosystems and environmental and forest management in all the countries eligible for CEPF support.

Decisions on large grant LOIs are based on reviews by the CEPF Secretariat, the RIT, the RACC and other external technical reviewers where necessary. If your LOI is successful, the CEPF Secretariat will invite you to prepare a full project proposal. The invitation to submit a full project proposal is usually sent within two months after the deadline of the call for proposals.

The guidelines for preparing a full project proposal will be provided when your LOI has been accepted.

The timeframe for processing a large grant application from initial submission of the LOI to the award of the grant is usually 6-8 months.

### **Contact information for this call**

The primary email contact for the RIT: [cepf-rit@canari.org](mailto:cepf-rit@canari.org)

You can also contact:

- Anna Cadiz, Regional Implementation Team Manager (for advice on proposals focused in the Lesser Antilles and the Bahamas or regionally-based proposals)  
[anna@canari.org](mailto:anna@canari.org)
- Leida Buglass, Regional Implementation Team Country Coordinator in the Dominican Republic  
[leidabuglass@canari.org](mailto:leidabuglass@canari.org)
- Paul Judex Edouarzin, Regional Implementation Team Country Coordinator in Haiti  
[pauledouarzin@canari.org](mailto:pauledouarzin@canari.org)
- Nicole Brown, Regional Implementation Team Country Coordinator in Jamaica  
[nicolebrown@canari.org](mailto:nicolebrown@canari.org)

CANARI's website: [www.canari.org](http://www.canari.org)

CEPF's website: [www.cepf.net](http://www.cepf.net)