

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

### **Small and Large Grants Antigua & Barbuda, The Bahamas, Jamaica, Saint Lucia, St Vincent & the Grenadines and Regional**

- Eligible Countries:** Antigua & Barbuda, The Bahamas, Jamaica, Saint Lucia, and St Vincent & the Grenadines and multi-country/regional (all previously listed countries and the Dominican Republic). Please refer to Tables 2 and 3 for eligible geographic areas.
- Opening Date:** Wednesday, 29 June 2022  
9:00 a.m. Washington, D.C. time
- Closing Date:** Tuesday, 23 August 2022  
11:59 p.m. Washington, D.C. time
- Grant Size:** Small grants – between US\$5,000 and US\$50,000  
Large grants – greater than US\$50,000

The [Critical Ecosystem Partnership Fund \(CEPF\)](#) and the [Caribbean Natural Resources Institute \(CANARI\)](#), as regional implementation team (RIT) for the Caribbean Islands Biodiversity Hotspot, are inviting letters of inquiry (LOIs) from non-governmental organizations, community groups, private enterprises, universities and other [civil society organizations](#) active in the eligible geographic areas in Antigua & Barbuda, The Bahamas, the Dominican Republic, Jamaica, Saint Lucia, and St. Vincent & the Grenadine or working at the regional or multi-country level in all the previously mentioned countries and the Dominican Republic and Haiti.

## **BACKGROUND**

CEPF is a joint initiative of l'Agence Française de Développement, Conservation International, the European Union, the Global Environment Facility, the Government of Japan and the World Bank. The CEPF Phase II investment (August 2021 – July 2026) in the Caribbean Islands Biodiversity Hotspot is financed through the CEPF Caribbean Hotspot Project of the World Bank, using funds provided by the Government of Japan.

The Caribbean Islands Biodiversity Hotspot, an archipelago of biodiversity-rich tropical and semi-tropical islands, comprises 30 nations and territories and stretches across nearly 4 million square kilometres of sea. Its insular geography and complex geology have created unique habitats and high species diversity. Despite their small land area, the Caribbean Islands support one of the highest numbers of globally threatened species of any hotspot in the world. With around 1,000 globally threatened species, the Caribbean is one of the most threatened hotspots in the world.

CEPF’s niche for the current investment in the Caribbean Islands was formulated through a participatory process that engaged civil society, donor and governmental stakeholders throughout the region in 2017 and 2018. The resulting investment strategy (2021-2026) is documented in the [Caribbean Islands Biodiversity Hotspot Ecosystem Profile](#) (PDF – 16.6 MB). This investment strategy is comprised of a series of strategic directions broken down into investment priorities outlining the types of activities that are eligible for CEPF funding.

This is the third call for proposals under the 2021-2026 CEPF Phase II investment in the Caribbean Islands.

Applicants are strongly encouraged to familiarize themselves with the CEPF website, particularly the sections on [Eligibility](#), [Before You Apply](#) and [How to Apply](#). Potential applicants who are uncertain of the eligibility of their organization or project concept are encouraged to contact Nicole Brown, RIT manager, at [caribbeanrit@canari.org](mailto:caribbeanrit@canari.org) for clarification.

## ELIGIBLE ACTIVITIES

The present call seeks to support activities under Strategic Directions 1, 2, 3, 4 and 5 of the ecosystem profile.

Please refer to Table 1 below for guidance notes for the strategic directions and investment priorities eligible for support under this call. These guidance notes are not a substitute for a thorough review of the CEPF investment strategy and programmatic focus in Chapter 13 of the ecosystem profile and the logical framework for the CEPF Caribbean investment in Chapter 14.

Site or conservation corridor-based activities under Strategic Directions 1, 2, 3 and 4 must take place in eligible geographies in Antigua & Barbuda, The Bahamas, Jamaica, Saint Lucia, and St. Vincent & the Grenadines. National, regional or multi-country capacity building and networking activities under Strategic Direction 5 can include groups and organisations from any or all of the previously listed countries and the Dominican Republic and Haiti. While activities can take place in the Dominican Republic, no activities can be implemented in Haiti under this call. Organisations targeted under Strategic Direction 5 capacity building activities must be engaged in conservation activities in a CEPF priority KBA.

Please refer to Table 2 for eligible geographic areas under Strategic Directions 1, 2, 3 and 4. See Table 3 for the list of CEPF priority KBAs and conservation corridors that can benefit from national, regional, or multi-country networking and capacity building activities under Strategic Direction 5.

**Table 1. Strategic Directions and Investments Priorities Eligible Under This Call**

<b>Strategic Directions and Investment Priorities</b>	<b>Guidance</b>
<p>1. Improve the protection and management of 33 priority sites for long-term sustainability.</p> <p>1.1 Strengthen the legal protection of priority sites.</p> <p>1.2 Prepare and implement participatory management plans that support broad stakeholder collaboration.</p> <p>1.3 Assess climate change impacts and integrate climate change adaptation into management plans and their implementation responses to protect</p>	<p>Only priority sites listed in Table 2 are eligible for support under Strategic Direction 1.</p> <p>All proposals under this strategic direction must have a strong focus on the mitigation of priority threats to biodiversity in the priority KBAs. Projects should demonstrably benefit the KBA trigger species listed in Appendix 4 of the Ecosystem Profile.</p> <p>CEPF will only support activities in nearshore marine ecosystems where they</p>

Strategic Directions and Investment Priorities	Guidance
<p>ecosystem functions and build resilience.</p> <p>1.4 Eradicate, control or prevent further spread of invasive plants and animals that are affecting globally threatened species populations at priority sites.</p>	<p>relate to terrestrial ecosystems and KBA trigger species, such as through ridge-to-reef approaches; activities in offshore marine ecosystems will not be eligible for support.</p> <p>CEPF will not fund academic research, but it will support focused, applied data gathering for management, testing management responses and investigating climate/ecosystem interactions with a view to improving management to mitigate threats to the KBA and its trigger species</p> <p>CEPF will not fund major construction or capital investments.</p>
<p>2. Increase landscape-level connectivity and ecosystem resilience in seven priority corridors.</p> <p>2.1 Prepare and support implementation of participatory local and corridor-scale land-use and watershed management plans to guide future development and conservation efforts.</p> <p>2.2 Support sustainable livelihoods in agriculture, fisheries, forestry, and nature tourism that enhance ecosystem resilience and landscape-level connectivity and deliver gender-equitable benefits in order to maintain the functionality of priority sites.</p> <p>2.3 Promote the adoption and scaling up of conservation best practices in those enterprises compatible with conservation to promote connectivity and ecosystem services in the corridors</p>	<p>Strategic Direction 2 targets corridor or landscape-level activities only.</p> <p>Activities under this strategic direction must occur in one of the following four conservation corridors:</p> <ul style="list-style-type: none"> <li>i. North Coast Forest Cockpit Country-Black River Great Morass-Central Spinal Forest</li> <li>ii. Surrey County Corridor</li> <li>iii. Iyanola - Castries and Dennery Waterworks Reserve and Marquis-Mandele Protected Landscape</li> <li>iv. Saint Vincent Central Mountain Range</li> </ul> <p>All corridor-level activities must have a demonstrable link to the functionality and ecosystem services of priority sites and species (see Table 2) and must explicitly contribute to reducing threats to the corridors.</p> <p>The strengthened management of biodiversity at the corridor level is another critical area for CEPF.</p>
<p>3. Safeguard priority Critically Endangered and Endangered species.</p> <p>3.1. Prepare and implement conservation actions plans for priority Critically Endangered and Endangered species.</p> <p>3.2. Identify climate impacts and develop and implement management plans in response to climate change impacts on priority Critically Endangered and</p>	<p>CEPF investment in species conservation will target globally threatened single-island endemic species occurring in <i>at least one priority site</i> (see Table 2). Please refer to Appendix 9 of the ecosystem profile for the full list of priority species; only species occurring in Antigua &amp; Barbuda, The Bahamas, the Dominican Republic, Jamaica, Saint Lucia, and St. Vincent &amp; the Grenadines are eligible for support under this call.</p>

<b>Strategic Directions and Investment Priorities</b>	<b>Guidance</b>
<p>Endangered species.</p> <p>3.3. Support assessments of high priority plant families to update national lists and the IUCN Red List of Threatened Species and develop conservation action plans</p>	<p>Assessments of high priority plant families must be linked with the preparation and implementation of species conservation action plans.</p> <p>Species action plans must be institutionalized into management plans or local conservation plans. Applications under this strategic direction are strongly encouraged to leverage co-funding.</p>
<p>4. Improve the enabling conditions for biodiversity conservation in countries with priority sites.</p> <p>4.1 Support the role of civil society organizations in policy dialogue, and advocacy focused on government policies and practices that impact priority sites.</p> <p>4.2 Mainstream biodiversity conservation and ecosystem service values into development policies, projects, and plans by government and the private sector, with a focus on addressing major threats, such as unsustainable agriculture, mining, tourism and infrastructure development.</p> <p>4.3 Establish and strengthen sustainable financing mechanisms.</p> <p>4.4 Build stakeholder and constituency support for the conservation of priority sites and priority globally threatened species through targeted communication and information dissemination.</p>	<p>Activities under Strategic Direction 4 must be implemented in the conservation corridors and priority sites listed in Table 2.</p> <p>Efforts to strengthen policy frameworks, integrate conservation and ecosystem service values into development policies, projects, and plans must have a demonstrable link to conservation targets in the priority sites (Table 2).</p> <p>Communication and information dissemination activities under Investment Priority 4.4 should be directly linked to improved awareness and understanding of conservation priorities and/or reduction of threats.</p> <p>CEPF is interested in supporting alternative, innovative communication products.</p>
<p>5. Support Caribbean civil society to conserve biodiversity by building local, national and regional institutional capacity and fostering stakeholder collaboration.</p> <p>5.1 Strengthen CSOs' technical knowledge and skills to implement practical, applied biodiversity conservation actions through short-term training in topics that will advance implementation of projects that support CEPF priorities, based on a CSO training assessment and strategy.</p> <p>5.2 Strengthen the administrative, financial, fundraising and project management capacity of strategic CEPF civil society</p>	<p>Under this call for proposals, CEPF is inviting proposals for national, regional and multi-country training and networking activities that build institutional and technical capacity of organisations working in the eligible KBAs listed in Table 3. Training and capacity building under this component are intended to mitigate threats and result in strengthened CSO capacity as measured by the CEPF Civil Society Tracking Tool (CSTT).</p> <p><b>Training and capacity building</b> Academic degree or diploma programs are not eligible for support by CEPF. Proposals</p>

<b>Strategic Directions and Investment Priorities</b>	<b>Guidance</b>
<p>partners to implement biodiversity conservation programs and activities.</p> <p>5.3 Support local, national and regional information exchange, networking, mentorship, and coalition building among civil society organizations.</p>	<p>can be submitted by consortia, but one organization must be the lead applicant.</p> <p>The topics of particular interest under this call for proposals are:</p> <p>Institutional</p> <ul style="list-style-type: none"> <li>• Communication for conservation</li> <li>• Conservation leadership, including for youth/young professionals</li> <li>• Financial management and project planning for community organizations</li> <li>• Fundraising and resource mobilisation</li> <li>• Integrating gender into conservation organisations and actions</li> <li>• Managing environmental and social risks</li> <li>• Monitoring and evaluation for management of protected area</li> <li>• Project design and proposal writing</li> <li>• Stakeholder approaches</li> <li>• Strategic planning</li> </ul> <p>Technical for Threats Mitigation</p> <ul style="list-style-type: none"> <li>• Adaptive management</li> <li>• Climate change and conservation/integrating climate change responses into protected area management</li> <li>• Conservation finance</li> <li>• Eco-tourism in protected areas</li> <li>• Evidence-based conservation practice, policy and management planning</li> <li>• Ecosystem-based adaptation planning</li> <li>• Forest fire prevention and response strategies</li> <li>• Invasive alien species (IAS) control and eradication</li> <li>• Management and conservation action planning, including threat assessment</li> </ul> <p>Proposals can be submitted for funding to support the following activities (not mutually exclusive):</p> <ul style="list-style-type: none"> <li>• Development and delivery of new courses or adapting existing training courses. This could include face-to-face courses, e-learning courses,</li> </ul>

Strategic Directions and Investment Priorities	Guidance
	<p>blended approaches or stand-alone content such as video/podcast.</p> <ul style="list-style-type: none"> <li>• Activities that share best practice and knowledge exchange, encourage networking among CEPF grantees and groups working in the priority KBAs, including exchanges, peer learning cohorts, mentorship arrangements.</li> </ul> <p>CEPF has a strong interest in actions and approaches for threats mitigation and CSO capacity building that:</p> <ul style="list-style-type: none"> <li>• result in lasting knowledge transfer to countries, e.g., through training of trainers and the preparation of supporting reference material,</li> <li>• combine theory with hands-on practical approaches, and</li> <li>• integrate follow-up support and mentoring into the training package to consolidate knowledge transfer and learning.</li> </ul> <p>Training and capacity building activities must:</p> <ul style="list-style-type: none"> <li>• integrate monitoring and evaluation tools and indicators to measure short-term change in skills and knowledge,</li> <li>• be developed and delivered at the appropriate level for the target audience,</li> <li>• target both men and women, and</li> <li>• demonstrate cost-effectiveness (coherence, detail and clarity between actions proposed and budgeted resources).</li> </ul> <p><b>Networking and capacity building</b>  CEPF will support CSO networking at national, sub-regional or regional levels. CEPF will support actions that strengthen or revitalize existing networks or the establishment of networks, particularly where there is evidence of a need or gap that can be filled through a network approach.</p> <p>Networks can be formal or informal groups or alliances.</p> <p>In all cases, sustainability beyond CEPF funding will be an important consideration.</p>

Strategic Directions and Investment Priorities	Guidance
	<p>Grants can be used to help networks develop sustainability mechanisms.</p> <p>Networks and networking supported under this strategic direction must support the CEPF investment strategy and collective learning and/or action that build capacity and cooperation in strategic areas of importance, including tourism and mining development, invasive species, climate change, site base conservation, policy and legislation.</p>

Proposed projects must support one of the five strategic directions in Table 1. Even if actions contribute to more than one strategic direction, you must identify the primary strategic direction under which the project falls.

Proposed projects that target direct global environmental benefits and meet the following eligibility criteria are welcome:

- Project is located in the Caribbean Islands Hotspot.
- Project is located in a country that is not subject to sanctions under U.S. law or other applicable law.
- Project supports a strategic direction outlined in the Caribbean Islands Hotspot ecosystem profile and investment strategy (see Table 1).
- Applicant is authorized under relevant national laws to receive charitable contributions.
- Applicant is not a government agency or institution.

In addition, CEPF encourages proposals that demonstrate the following characteristics, as relevant:

- Existence of co-financing or the ability to leverage additional funds.
- Demonstration of coordination with other organizations to reduce duplication of efforts.
- Existence of partnerships or alliances with one or more other organizations.
- Endorsements from other recognized agencies or authorities.
- Transnational or regional projects.
- Clear plans for continuation and/or replication after initial CEPF funding.
- Support to local communities in community-based or co-management activities for biodiversity conservation and actions that enhance local communities' tenure and resource use rights, and facilitate equitable and sustainable economic recovery post COVID-19.

**Amelioration of threats:** A core goal of the CEPF is to build local capacity to reduce threats to biodiversity in the priority KBAs and for priority species. CEPF, therefore, requests applicants to make explicit linkages between how their project will build capacity and reduce key threats to KBAs and species.

**Climate change:** Building resilience in the face of climate change is another important objective for CEPF. Applicants should identify how climate change is affecting or could affect their proposed activity and objectives and identify how they plan to integrate climate change within their projects to ensure that all results are resilient to climate change.

**Gender and vulnerable groups:** CEPF is committed to integrating equity for gender and vulnerable groups into its projects. Applicants should design projects that include gender equity and are responsive to the needs of vulnerable groups in the achievement of their conservation impacts.

**Biodiversity monitoring:** Civil society organizations working at one or more priority sites will develop a project biodiversity monitoring framework based on the [global Important Bird Area monitoring framework](#).

**Capacity building:** Applicants are encouraged to think about their technical and institutional capacity needs as they develop their projects, particularly with respect to the CEPF [Civil Society Tracking Tool \(CSTT\)](#), threats reduction for biodiversity conservation, and promotion of gender equity and attention to vulnerable groups, and to include a specific component responding to these needs, where relevant.

## Ineligible Activities

CEPF grants cannot be used for activities on the following “negative list”:

- The use of child or forced labor.
- Purchase and use of formulated products that fall in the World Health Organization classes IA and IB or formulations of products in Class II if they are likely to be used by, or be accessible to, lay personnel, farmers or others without training, equipment and facilities to handle, store and apply these products properly.
- Financing of elections or election campaigning.
- Funding salaries or salary supplements of government security personnel.
- Purchase of firearms or other weapons.
- Activities that contravene local laws related to purchase and consumption of tobacco, alcoholic beverages and other drugs.
- Manufacture of alcohol for local consumption and/or cultivation of crops for this purpose.
- Activities carried out in relation to the adjudication of lands under dispute.
- Physical resettlement of people (voluntary or involuntary).
- Purchase of land.
- Activities that have potential to causes adverse impacts to critical habitat.
- Conversion, deforestation or degradation of natural forests or other natural habitats, including, among others, conversion to agriculture or tree plantations.
- Activities related to commercialization of illegal timber and non-timber forest products.
- Construction and/or restoration of religious buildings.
- Removal or alteration of any physical cultural heritage property (includes sites having archeological, paleontological, historical, religious or unique natural values).

Moreover, proposed activities must observe all relevant environmental and social standards, as set out in the [Environmental and Social Management Framework](#) (PDF – 2.2 MB) for the CEPF Caribbean Hotspot Project.

## ELIGIBLE GEOGRAPHIC AREAS

This call for LOIs is focused only on the priority corridors and sites in Antigua & Barbuda, The Bahamas, the Dominican Republic, Jamaica, Saint Lucia, and St Vincent & the Grenadines shown in Table 2.

**Table 2. Strategic Direction 1 – 4 Priority Corridors and Sites Eligible Under This Call**

CEPF Priority Corridor	CEPF Priority Sites	Country
-	<ul style="list-style-type: none"> <li>• ATG-5 North East Marine Management Area and Fitches Creek Bay</li> </ul>	Antigua and Barbuda
-	<ul style="list-style-type: none"> <li>• ATG-6 Redonda</li> </ul>	Antigua and Barbuda

<b>CEPF Priority Corridor</b>	<b>CEPF Priority Sites</b>	<b>Country</b>
-	<ul style="list-style-type: none"> <li>• BHS-2 Andros Blue Holes National Park</li> </ul>	The Bahamas
-	<ul style="list-style-type: none"> <li>• BHS-12 Exuma Cays Land and Sea Park</li> </ul>	The Bahamas
-	<ul style="list-style-type: none"> <li>• DOM-4 Monumento Natural Cabo Samaná</li> </ul>	Dominican Republic
-	<ul style="list-style-type: none"> <li>• DOM-20 Parque Nacional Los Haitises</li> </ul>	Dominican Republic
Surrey County Corridor	<ul style="list-style-type: none"> <li>• JAM-2 Blue and John Crow Mountains Protected National Heritage and surroundings</li> </ul>	Jamaica
-	<ul style="list-style-type: none"> <li>• JAM-22 Portland Bight Protected Area</li> </ul>	Jamaica
North Coast Forest Cockpit Country-Black River Great Morass-Central Spinal Forest	<ul style="list-style-type: none"> <li>• JAM-5 Catadupa</li> <li>• JAM-7 Cockpit Country</li> <li>• JAM-13 Litchfield Mountain- Matheson's Run</li> <li>• JAM-20 Peckham Woods</li> </ul>	Jamaica
-	<ul style="list-style-type: none"> <li>• JAM-8 Dolphin Head</li> </ul>	Jamaica
Iyanola - Castries and Dennery Waterworks Reserve and Marquis-Mandele Protected Landscape	<ul style="list-style-type: none"> <li>• LCA-2 Castries and Dennery Waterworks Reserve and Marquis</li> <li>• LCA-4 Mandele Protected Landscape</li> </ul>	Saint Lucia
-	<ul style="list-style-type: none"> <li>• LCA-6 Pointe Sables</li> </ul>	Saint Lucia
-	<ul style="list-style-type: none"> <li>• VCT-1 Chatham Bay, Union Island</li> </ul>	Saint Vincent & the Grenadines
Saint Vincent Central Mountain Range	<ul style="list-style-type: none"> <li>• VCT- 3 Cumberland Forest Reserve</li> </ul>	Saint Vincent & the Grenadines

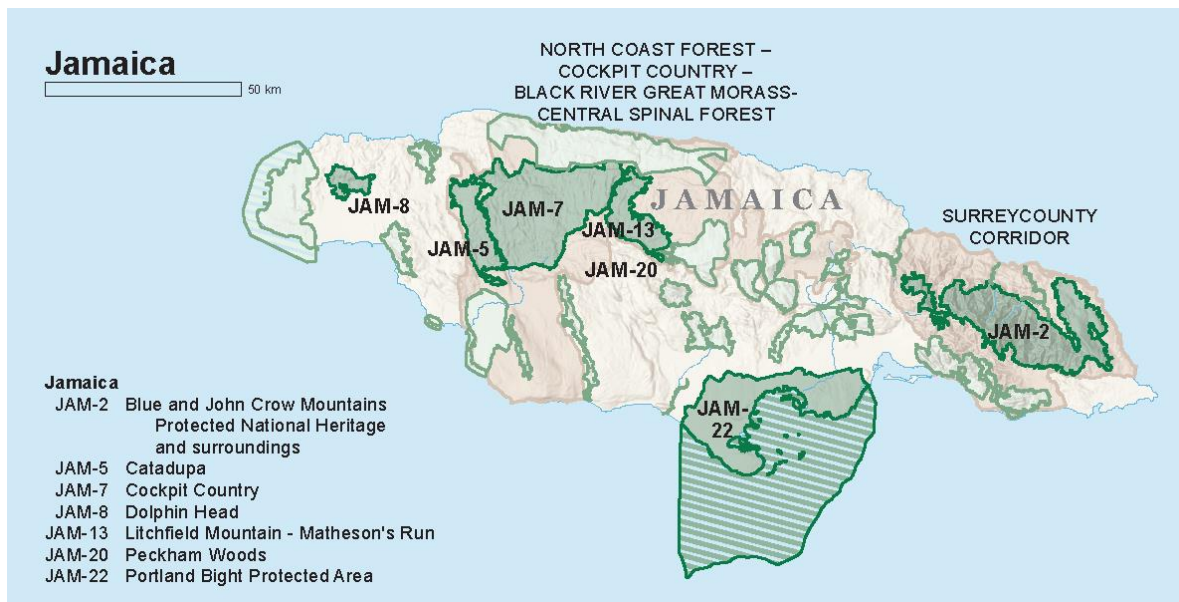


Figure 1 - Target KBAs & Corridors Jamaica | Caribbean CEPF Phase II – Strategic Directions 1, 2, 3, 4 and 5

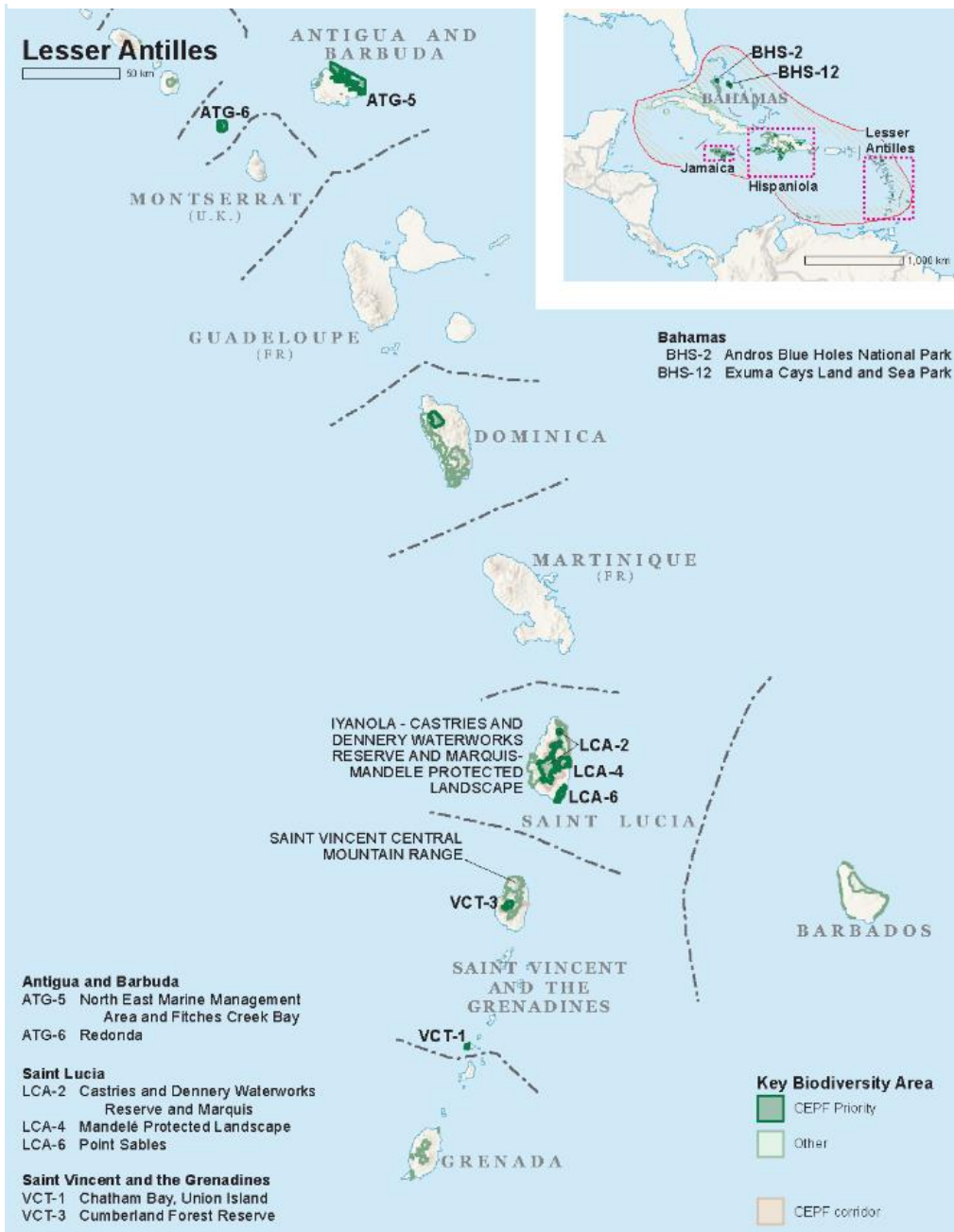


Figure 2 - Target KBAs & Corridors Eastern Caribbean | Caribbean CEPF Phase II – Strategic Directions 1, 2, 3, 4 and 5

**Table 3. Strategic Direction 5 Priority Corridors and Sites Eligible Under This Call**

<b>CEPF Priority Corridor</b>	<b>CEPF Priority Sites</b>	<b>Country</b>
-	<ul style="list-style-type: none"> <li>• ATG-5 North East Marine Management Area and Fitches Creek Bay</li> </ul>	Antigua and Barbuda
-	<ul style="list-style-type: none"> <li>• ATG-6 Redonda</li> </ul>	Antigua and Barbuda
-	<ul style="list-style-type: none"> <li>• BHS-2 Andros Blue Holes National Park</li> </ul>	The Bahamas
-	<ul style="list-style-type: none"> <li>• BHS-12 Exuma Cays Land and Sea Park</li> </ul>	The Bahamas
-	<ul style="list-style-type: none"> <li>• DOM-4 Monumento Natural Cabo Samaná</li> </ul>	Dominican Republic
-	<ul style="list-style-type: none"> <li>• DOM-20 Parque Nacional Los Haitises</li> </ul>	Dominican Republic
Cordillera Central	<ul style="list-style-type: none"> <li>• DOM-13 Parque Nacional Parque Nacional Dr. Juan Bautista Pérez Rancier (Valle Nuevo)</li> <li>• DOM-23 Parque Nacional Montaña La Humeadora</li> <li>• DOM-34 Reserva Científica Ébano Verde</li> </ul>	Dominican Republic
Massif de la Selle – Sierra de Bahoruco – Hoya de Enriquillo Basin Binational Corridor	<ul style="list-style-type: none"> <li>• DOM-16 Parque Nacional Jaragua</li> <li>• DOM-18 Parque Nacional Lago Enriquillo e Isla Cabritos</li> <li>• DOM-24 Parque Nacional Sierra de Bahoruco</li> <li>• DOM-34 Refugio de Vida Silvestre Monumento Natural Miguel Domingo Fuerte (Bahoruco Oriental)</li> </ul>	Dominican Republic
Massif de la Selle – Sierra de Bahoruco – Hoya de Enriquillo Basin Binational Corridor	<ul style="list-style-type: none"> <li>• HTI-24 Parc National Naturel Foret d Pins- Unité 1</li> <li>• HTI-16 Lac Azuei Trou Caïman</li> <li>• HTI-25 Parc National Naturel La Visite</li> </ul>	Haiti*
-	<ul style="list-style-type: none"> <li>• HTI-1 Aire Protégée de Ressources Naturelles Gérées de Baradère-Cayemites</li> <li>• HTI-3 Aire Protégée de Ressources Naturelles Gérées des Trois Baies</li> <li>• HIT-26 Parc National Naturel Macaya</li> </ul>	Haiti*
Surrey County Corridor	<ul style="list-style-type: none"> <li>• JAM-2 Blue and John Crow Mountains Protected National Heritage and surroundings</li> </ul>	Jamaica
-	<ul style="list-style-type: none"> <li>• JAM-22 Portland Bight Protected Area</li> </ul>	Jamaica
North Coast Forest Cockpit Country- Black River Great Morass-Central Spinal Forest	<ul style="list-style-type: none"> <li>• JAM-5 Catadupa</li> <li>• JAM-7 Cockpit Country</li> <li>• JAM-13 Litchfield Mountain- Matheson’s Run</li> <li>• JAM-20 Peckham Woods</li> </ul>	Jamaica
-	<ul style="list-style-type: none"> <li>• JAM-8 Dolphin Head</li> </ul>	Jamaica

<b>CEPF Priority Corridor</b>	<b>CEPF Priority Sites</b>	<b>Country</b>
Iyanola - Castries and Dennery Waterworks Reserve and Marquis-Mandele Protected Landscape	<ul style="list-style-type: none"> <li>LCA-2 Castries and Dennery Waterworks Reserve and Marquis</li> <li>LCA-4 Mandele Protected Landscape</li> </ul>	Saint Lucia
-	<ul style="list-style-type: none"> <li>LCA-6 Pointe Sables</li> </ul>	Saint Lucia
-	<ul style="list-style-type: none"> <li>VCT-1 Chatham Bay, Union Island</li> </ul>	Saint Vincent & the Grenadines
Saint Vincent Central Mountain Range	<ul style="list-style-type: none"> <li>VCT- 3 Cumberland Forest Reserve</li> </ul>	Saint Vincent & the Grenadines

\*No activities can take place in Haiti, but groups and organizations in Haiti can take part in regional or multi-country activities.

## **ELIGIBLE APPLICANTS**

Non-governmental organizations, community groups, universities and private enterprises may apply for funding. Individuals must work with civil society organizations to develop applications rather than apply directly.

To qualify for a CEPF grant, the applicant must not be a government agency or institution. Government-owned enterprises or institutions are eligible only if they can establish that they:

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

Applicants based outside of the eligible countries may submit an LOI as long as the project deliverables are focused on the conservation need within a priority corridor or site in Table 2.

Joint projects with other organizations are eligible, with one lead organization submitting the application and project partners with clear roles stated in the application.

## **BUDGET AND TIMEFRAME**

This call covers funding for small and large grants:

- Small grants are between US\$5,000 and US\$50,000. The RIT expects small-grant projects under this call to be contracted and start implementation between December 2022 and January 2023.
- Large grants are defined as greater than US\$50,000. CEPF decides on the amount to be awarded based on the scope and magnitude of the conservation results expected to be achieved. CEPF expects large-grant projects under this call to be contracted and start implementation between January and March 2023.

## HOW TO APPLY

All applicants should complete and submit an LOI before the deadline for submission and follow the established procedures and formats. Applications may be submitted in English or Spanish.

Remember that the deadline for the submission of your LOI is **11:59 p.m. on Tuesday 23 August 2022 (Washington, D.C. time)**. You may submit your LOI before the deadline. Applications received after the deadline will not be considered for funding.

### Large Grants

LOIs must be prepared and submitted via the [Conservation Grants](#) electronic portal. CEPF will not accept LOIs via email or any other mechanism.

If you have not previously used ConservationGrants, you will need to [register for a new account](#). If you encounter any technical difficulties with ConservationGrants, please email [conservationgrants@conservation.org](mailto:conservationgrants@conservation.org).

### Small Grants

Applicants for small grants must prepare their LOIs in a Word template in [English](#) or [Spanish](#) and submit them to the RIT through this [online form](#).

**Table 3 Step-by-step Instructions for Applying for Large and Small Grants**

<b>Large Grants (&gt;US\$50,000)</b>	<b>Small Grants (US\$5,000 - \$50,000)</b>
<ol style="list-style-type: none"> <li>1. Read through all sections of this call to understand the strategic and geographic priorities. This call includes recommendations and links to additional information.</li> <li>2. LOIs for large grants must be prepared and submitted through the <a href="#">ConservationGrants</a> electronic portal open for this call.</li> <li>3. Applicants must register in advance in <a href="#">ConservationGrants</a>. We strongly recommend initiating your proposal well before the deadline to familiarize yourself with the system.</li> <li>4. Submit your LOI and supporting documentation by the deadline of 11:59 p.m. on Tuesday, 23 August 2022 (Washington, D.C. time).</li> <li>5. You will receive an acknowledgement confirming that your submission through <a href="#">ConservationGrants</a> has been accepted. CEPF will not accept LOIs</li> </ol>	<ol style="list-style-type: none"> <li>1. Read through all sections of this call to understand the strategic and geographic priorities. This call includes recommendations and links to additional information.</li> <li>1. LOIs for small grants must be prepared in a Word template that can be downloaded in <a href="#">English</a> or <a href="#">Spanish</a>.</li> <li>2. Once you have completed your LOI in the Word template, you should submit it through this <a href="#">online form</a>. <ul style="list-style-type: none"> <li>• If you cannot enter data in the form, you must log in with a Google/Gmail account.</li> <li>• If you do not have a Google/Gmail account, you can register <a href="#">here</a> to create one.</li> </ul> </li> <li>3. Submit your LOI and supporting documentation, through the online form, before the submission deadline of 11:59 p.m. on Tuesday, 23 August 2022 (Washington, D.C. time).</li> </ol>

<p align="center"><b>Large Grants (&gt;US\$50,000)</b></p>	<p align="center"><b>Small Grants (US\$5,000 - \$50,000)</b></p>
<p>submitted by post, email or any other mechanism.</p> <p>6. Questions about the application process should be sent by email to <a href="mailto:cepf@cepf.net">cepf@cepf.net</a> For technical issues in registering for the ConservationGrants portal, please contact <a href="mailto:conservationgrants@conservation.org">conservationgrants@conservation.org</a></p> <p>7. The CEPF Secretariat will inform you of the result of the evaluation of your LOI by email.</p> <p>8. If your application is successful, the CEPF Secretariat will invite you to prepare a full project proposal. Detailed instructions for preparing the project proposal will be provided in the invitation letter.</p>	<p>4. Once we receive your LOI, the RIT will send a confirmation email. Note that no printed LOIs or LOIs sent via email will be accepted.</p> <p>5. Questions about the application process should be sent by email to <a href="mailto:caribbeanrit@canari.org">caribbeanrit@canari.org</a></p> <p>6. The result of the evaluation of your LOI will be communicated by email by the RIT.</p> <p>7. If your application is successful, the RIT will request that you provide additional information (e.g., a financial risk assessment form, a security screening form, a World Bank debarred entity screening form, environmental and social instruments) before signing a contract for a small grant.</p>

**Informational Webinar for Prospective CEPF Applicants in the Caribbean Islands**

CEPF and the RIT will host an informational webinar for prospective applicants on

**Friday, 22 July 2022** from 2:00 – 3:30 p.m. (Washington, D.C. time)

[Register for the 22 July webinar](#)

**SELECTION AND AWARD PROCESS**

All applicants will receive a notification following the review of their LOI.

**Large-grant applicants** whose LOIs receive a positive review will be invited to submit a full proposal, again through [ConservationGrants](#). Full proposals that receive a positive review will lead to the award of a grant between Conservation International, as the host of the CEPF Secretariat, and the applicant organization (the “grantee”). Grants will be denominated in United States dollars and grant agreements will be in English.

**Small-grant applicants** whose LOIs receive a positive review will be advised of the application finalization process by the RIT. Small-grant LOIs that receive a positive review will lead to the award of a grant between CANARI and the applicant organization (the “grantee”). Grants will be denominated in United States dollars and grant agreements will be in English.

Both small and large grants are awarded on a competitive basis. Eligible LOIs will be reviewed by the CEPF Secretariat, the RIT, a regional advisory committee and other external technical reviewers when necessary. The evaluation will be conducted according to the following technical and strategic criteria:

1. **Strategic importance:** How well does the project contribute to achieving the priorities of the CEPF investment strategy of the ecosystem profile? (35 points)
2. **Project approach and methodology:** Are the project approach and methodology likely to achieve the project's stated objectives and (where applicable) contribute strongly to sustainable conservation outcomes? (20 points)
3. **Applicant capacity:** Does the applicant have the capacity and experience to implement this project effectively and efficiently, given its scale and complexity? (15 points)
4. **Potential to strengthen Caribbean civil society capacity:** Will the project help to strengthen Caribbean civil society organizations? (10 points)
5. **Sustainability:** Will the project results be sustained beyond the phase of CEPF funding? (10 points)
6. **Budget:** Is the proposed funding request commensurate and reasonable given the project's scale, objectives and likely cost of the work? (10 points)

## REFERENCE MATERIALS

All applicants are advised to review the ecosystem profile for the Caribbean Islands Biodiversity Hotspot, which provides more detail on the types of activities CEPF will fund under each investment priority.

### Ecosystem Profile

- [English](#) (PDF - 16.6 MB)
- [Spanish](#) (PDF - 18.1 MB)

### Ecosystem Profile Summary

- [English](#) (PDF - 3.3 MB)
- [Spanish](#) (PDF - 4.1 MB)

### Gender

CEPF is committed to integrating gender into its portfolio. Applicants should design projects and write proposals that consider gender issues in the achievement of their conservation impacts.

CEPF has developed several resources that can help applicants design, implement and evaluate gender-aware projects ([CEPF Gender Toolkit](#), PDF – 351 KB) and understand what CEPF seeks in a proposal ([CEPF Gender Fact Sheet](#), PDF – 318 KB). Visit the [CEPF and Gender webpage](#) to learn more about how CEPF addresses gender in the projects it supports.

### Additional Resources

- [Before You Apply](#)
- [12 Tips for Getting Your Grant Idea Funded](#)
- [CEPF Gender Toolkit](#)
- [ConservationGrants Frequently Asked Questions](#)
- [Environmental and Social Management Framework for the CEPF Caribbean Hotspot Project](#) (PDF – 2.2 MB)
- [RIT Project Page](#)
- [RIT Call for Proposals Page](#)
- [How to open an account in ConservationGrants for a large grant](#) (Video in English)

- [How to submit a letter of inquiry for a CEPF small grant, Caribbean Islands](#) (Video in English)
- [How to submit a letter of inquiry for a CEPF small grant Caribbean Islands](#) (PDF in English)

## **CONTACT**

Before applying, applicants are encouraged to discuss project ideas, eligibility and alignment with the specific priorities for this call for proposals. Please contact the CEPF Caribbean Regional Implementation Team at [caribbeanrit@canari.org](mailto:caribbeanrit@canari.org).

- Nicole Brown, RIT Manager
- Deanna Albert, Small Grants Officer
- Simone Lee, English-speaking Caribbean Country Coordinator