

**Call for proposals**

***Short-term Small Grants***

***- year 2020 -***

**Grant application form**

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| **Name of the structure:** |
| **Name of the projet** |

The grant request is eligible when including the attached completed form, a note presenting the requesting organization, the project, the context, the territory chosen for implementation, the partners and the potential donor(s), the timeframe for implementation and the expected outcomes as well as the full bank details provided by your bank mentioning information relative to the reception of international money transfers in euros.

The SPAW-RAC retains the rights to request additional information and documents if necessary.

***Context***

*The* ***main objective of this call for proposals is the implementation of the SPAW Protocol*** *by encouraging concrete actions for the conservation of biodiversity in the countries and territories of theWider Caribbean Region that have signed the SPAW Protocol of the Cartagena Convention (https://car-spaw-rac.org/).*

*The* ***specific objectives*** *are to provide financial support, in entirety or by co-funding, concrete actions aiming at:*

*- effectively improving the* ***status of conservation of endangered species*** *in the Wider Caribbean Region, particularly those listed in the annexes of the SPAW protocol;*

*- implementing* ***management measures for endangered species and for the listed protected areas****, in particular if they involve civil society actors;*

*- and producing* ***restoration actions*** *as a priority within the protected areas listed of the protocol.*

*For this call for proposals, particular attention will be paid to projects in countries and territories, preferentialy signatories of the SPAW protocol, that do not easily benefit from traditional funding. The initiatives concerning the groups of plants, birds, fish including elasmobranchs and sea turtles annexed to the SPAW protocol will be appreciated, but do not rule out other proposals.*

*Eligibility: Governmental and non-governmental organizations, protected area managers...*

*Grant amount: between 5,000 and 10,000 € (higher if exceptional)*

*Deadlines for completion: supported operations must at least start in 2020 and if possible be fully completed in 2020.*

*Conditions for payment of the grant: an advance is paid upon signature of the agreement, a mid-term payment is possible, and the balance is paid upon acceptance by the CAR of a technical and financial report.*

*Content of the application: concept note of the project presenting the framework of the operation, its objectives, its main stages and the expected results / completed grant application form*

*Contact: carspaw@developpement-durable.gouv.fr*

*Closure date: Friday July 31th 2020 at 5pm in Guadeloupe (UTC-4)*

*This call for proposals is intended to be renewed in 2021.*

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| **1. Your organization** | |
| Name / Title |  |
| Category[[1]](#footnote-2) (public entity, NGO, laboratory, private company, Managers,...) |  |
| Is the organization already in contact with national or international networks?  If yes, which ones? |  |
| Address |  |
| Phone number |  |
| Website |  |
| Email address |  |
| Legal representative (person designated in the legal status) |  |
| Phone number of the legal representative |  |
| Email address of the legal representative |  |
| Name of the person responsible for this project (if different from the legal representative) |  |
| Phone number of the person responsible for this project |  |
| Email address of the person responsible for this project |  |
| Indicative annual budget of the organization |  |
| **Staff means** (number of staff members, volunteers… etc) |  |
| Preferred area for intervention (country(ies), region...) |  |
| Full bank details[[2]](#footnote-3) |  |
| **Additional contextualizing elements you wish to notify to the SPAW-RAC:** | |

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| **2. Description of the project** | |
| Title of the project |  |
| Objectives[[3]](#footnote-4) |  |
| Description[[4]](#footnote-5) |  |
| Beneficiaries |  |
| Territories involved |  |
| Material and human means |  |
| Timeframe for implementation | from I\_\_I\_\_I\_\_I\_\_I\_\_I\_\_I to I\_\_I\_\_I\_\_I\_\_I\_\_I\_\_I  Main stages : |
| Evaluation[[5]](#footnote-6) |  |
| **Additional contextualizing elements you wish to notify to the SPAW-RAC:** | |

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| --- | --- | --- | --- |
| **3. Budget of the project** | | | |
| **Expenses** | | **Resources** | |
| **Procurement** | **Amount** | **Products** | **Amount** |
| Material |  | **Subsidies** |  |
| Rentals |  | SPAW-RAC |  |
| Insurance |  | Other... |  |
| Documentation |  | Other... |  |
| Communication |  | Other... |  |
| Marketing |  | Other... |  |
| External services |  | Other... |  |
| Bank services |  | **Product sales** |  |
| Taxes |  | **Service sales** |  |
| **Staff costs** |  | **Donations, legacy...** |  |
| Staff salaries |  | **Subscription** |  |
| Travel expenses |  | Other... |  |
| Other staff costs |  | Other... |  |
| **Functioning / operational costs** |  | Other... |  |
| **Additional budget-related elements you wish to notify to the SPAW-RAC:** | | | |

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| **4. Commitment** |
| I, the undersigned (surname and first name) ......................................................…  legal representative of ………………………………………......…  - request a grant of: …………………… € for the year 2020,  - and undertake to implement the granted project, to close it within the timeframe allowed, and to send a technical and financial report to the SPAW-RAC.  Date :  Surname and first name / Signature : |

1. Attach a copy of the document stating the creation of the structure (decree, etc...) [↑](#footnote-ref-2)
2. Attach fhe full bank details provided by your bank mentioning information relative to the reception of international money transfers in euros [↑](#footnote-ref-3)
3. List the main expected objectives briefly [↑](#footnote-ref-4)
4. Describe briefly the project, its context, the territory chosen for implementation, partners, potential donor(s), timeframe for implementation and the expected outcomes. Attach a detailed presentation note. [↑](#footnote-ref-5)
5. Provide indicators with regard to the above-mentioned objectives [↑](#footnote-ref-6)