



Call for proposal
Short-term small scale Grant
- Year 2022 -

Grant application form

Name of the organization:

Name of the project:

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, the expected outcomes, the approval the National Focal Point(s) as well as the full bank details provided by your bank mentioning all information related 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 the Wider Caribbean Region that have signed the SPAW Protocol (Specially Protected Areas and Wildlife) 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 threatened species** in the Wider Caribbean Region, particularly those listed in the annexes of the SPAW protocol;
- generating information to enable civil society actors to **improve the implementation** of protected area management plans and management measures for threatened species ;
- and implementing **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, preferentially signatories of the SPAW protocol, that do not easily benefit from traditional funding. The initiatives concerning species of plants, terrestrial mammals, reptiles, birds, and fish 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 2022 and if possible be fully completed in 2022.

Conditions for payment of the grant¹: an advance is paid upon signature of the agreement, a mid-term payment is possible, and the balance is paid upon acceptance by the SPAW-RAC of a final 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 / full bank wire transfers instructions for international transfers in euros. The project must be known to the authorities in your country, and supported by the National Focal Point(s) of the SPAW Protocol that SPAW-RAC can help you identify.

Contact: carspaw@developpement-durable.gouv.fr

Closure date: May 15, 2022 at 12pm in Guadeloupe (UTC-4)

Such call for proposals is intended to be renewed in 2023.

¹ Applicants must provide full bank details edited by their bank mentioning all the necessary information to the reception of international money transfers in euros. Incomplete or obsolete bank details may lead to the rescission of the grant.

1. Organization	
Name / Title	
Category ² (public entity, NGO, laboratory, private company, managers...)	
Address	
Phone numbers	
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 in charge of this project (if different from the legal representative)	
Phone number of the person in charge of this project	
Email address of the person in charge of this project	
Is the organization already in contact with national or international networks ? If yes, which ones?	
Indicative annual budget of the organization	
Staff means (number of staff members, volunteers... etc)	
Preferred area(s) for intervention (country(ies), region...)	
Full beneficiary bank details ³	<p>IMPORTANT: In order to avoid problems on international money transfer, please attach the full bank details provided by your bank mentioning information relative to the reception of international money transfers in euros</p> <p>Bank Name :</p>

2 Attach a copy of the document stating the creation of the organization (decree, etc.).

3 Attach the **full bank details provided by your bank** mentioning information relative to the reception of international money transfers in euros

Bank Code :.....
Bank address :
.....
BIC/SWIFT code :
Beneficiary name :.....
Beneficiary address :.....
.....
Beneficiary IBAN :
Beneficiary account number :.....

In case or your organization need to use an intermediary bank :

Intermediary bank
BIC (8 ou 11 caractères) :
Nom :
Adresse :
pays :

Beneficiary bank
BIC (8 ou 11 caractères):
Code Bancaire:
Nom:
Adresse:
Pays:

Beneficiary's banking information
IBAN ou à défaut numéro de compte:
BIC (8 ou 11 caractères):
Nom :
Adresse :
Nom du bénéficiaire final :

Additional contextualizing elements you wish to notify to the SPAW-RAC:

2. Description of the project	
Title of the project	
Objectives⁴	
Description⁵	
Beneficiaries	
Territories involved	
Material and human means	
Timeframe for implementation	from _ _ _ _ _ _ _ to _ _ _ _ _ _ _ _ Main stages :
Support from authorities⁶	
Evaluation⁷	
Additional contextualizing elements you wish to notify to the SPAW-RAC:	

4 List the main expected objectives briefly.

5 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.

6 Your project must be known to the authorities in your country, and supported by the National Focal Point(s) of the SPAW Protocol that SPAW-RAC can help you identify.

7 Provide indicators with regard to the above-mentioned objectives.

3. Budget of the project (in Euros)⁸			
Expenditures (costs)		Incomes (fundings)	
Procurement	Amount	Products	Amount
Material		Subsidies	
Rentals		SPAW-RAC	
Insurance		Other...	
Documentation		Other...	
Communication		Other...	
Marketing		Other...	
External services		Other...	
Bank services, taxes		Product sales	
Other...		Service sales	
Staff costs		Donations, legacy...	
Staff salaries		Subscription	
Travel expenses		Other...	
Other staff costs		Other...	
Functioning / operational costs		Other...	
Total expenditures⁹		Total of incomes¹⁰	
Additional budget-related elements you wish to notify to the SPAW-RAC:			

8 This table is given as an indication and can be freely modified provided that the SPAW-RAC can easily identify the information necessary for a good understanding of the project, its sources of financing, the estimated expenditure, but also its financial balance.

9 Note that the budget must be in balance, that is to say that the total expenditure cannot exceed the total income.

10 *Ibid.*

4. Commitment

I, the undersigned (surname and firstname)

legal representative of

- request a grant of € for the year 2022,

- for the project,

- 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: