

## CALL FOR PROPOSALS - FSPI ECOLOGICAL TRANSITION

### "Cameroonian civil society at the heart of ecological transition".

As part of the project co-constructed by the French Embassy in Cameroon and the Council for the Follow-up of the Recommendations of the New Africa-France Summit (Conseil-NSAF), a call for proposals has been launched.

**The deadline for applications is: 30/07/2023**

### I. Objectives of the Call for micro-projects

The aim of this Call for Proposals (CFP) is to finance micro-projects committed to the ecological transition throughout Cameroon. The main areas of intervention are: **agriculture, forests, energy, the environment, biodiversity and health.**

Across the board, it aims to strengthen, structure and professionalize civil society organizations, encourage networking and synergies between civil society players, foster the emergence of new actors in the public debate, and enhance their credibility as development stakeholders.

**This call for proposals is open to Cameroonian CSOs. They must :**

- ☐ Propose a project that meets the priorities announced in this Call for Proposals.
- ☐ Be an association, a common interest group, a network of associations or a non-governmental organization (microfinance institutions are not eligible for this call for proposals)
- ☐ Be legally constituted
- ☐ Have a management committee close to parity between men and women (40%).
- ☐ Have been in existence for at least 2 years and have recently carried out activities in the main area of intervention (during the last two years).

**CSOs can apply for funding of between €10,000 and €50,000 for projects lasting between 10 and 15 months. The projects supported will benefit from capacity building during their implementation.**

### II. Sector and geographic priorities

The project submitted must be aligned **with several of the following themes:**

- ☐ **Community conservation of forests and natural areas rich in biodiversity**

The projects submitted will aim to ensure the conservation, based on a community approach, of forests and natural areas with a rich biodiversity, particularly in terms of threatened species of wild fauna and flora. Projects offering ecosystem services in partnership with decentralized local authorities will be favored. Projects promoting concrete action on the one hand, and advocacy on these issues at a more national or even international level on the other, will be favored.

- ☐ **Citizenship, youth and local democracy around the theme of ecological transition**

Projects promoting the participation of citizens and their associations, especially young people, in the challenges of ecological transition will be favored, particularly those in partnership with local authorities (setting up participative structures, co-designing or evaluating local public policies, etc.). Projects promoting concrete local action on the one hand, and advocacy on these issues at a more national or even international level on the other, will be favored.

#### ☐ **Women's civic and political participation in the ecological transition**

Priority will be given to projects promoting equal rights for men and women, and the political and civic participation of women in the ecological transition. They must include specific actions to reduce gender inequalities and promote women's political and civic participation. Projects promoting concrete action on the one hand, and advocacy on these issues at a more national or even international level on the other, will be given priority.

Funded activities can take place anywhere in Cameroon, and will not be excluded on a geographical basis. However, particular attention will be paid to projects in rural and remote areas.

### **III. Selection criteria**

**Given the variety of projects that could be submitted under this call for proposals, the quality and relevance of projects will be assessed on the basis of the following criteria:**

- ☐ Consideration of the themes selected for this call for proposals;
- ☐ Consideration of relevant cross-cutting elements, such as the promotion of gender equality, and the promotion of youth;
- ☐ Relevance of projects in relation to the initial diagnosis, the specific needs of the country and project beneficiaries;
- ☐ Innovative and original aspects of projects;
- ☐ Potential for scaling up proposed initiatives;
- ☐ Appropriateness of proposed activities to the applicant's field of expertise;
- ☐ Coherence of intervention logic and envisaged exit strategy (project sustainability);
- ☐ Realistic and measurable nature of the results, and of the indicators filled in beforehand;
- ☐ Adequacy between proposed activities and proposed provisional budget;
- ☐ Projects promoting co-financing, over and above the mandatory 10%.

**Preference will be given to projects:**

- ☐ Relying on a network, or contributing to the structuring of a network of civil society actors;
- ☐ Associating several CSOs on a common theme or territory (complementarity);
- ☐ Conducted as part of a partnership approach involving local authorities (decentralized territorial authorities, notably communes, traditional authorities);
- ☐ Complementary to the actions of other technical and financial partners.

Structures involving French or Cameroonian volunteers affiliated to France Volontaires will benefit from a close look at their application.

## IV. Budgetary and contractual rules

The funding agreement is signed between the French Embassy and the Cameroonian CSO, which, as the primary beneficiary of the funding, is responsible for the use and traceability of the funds, as well as for the execution and monitoring of the project.

The Cameroonian CSO is the interlocutor of the French Embassy and the Conseil-NSAF, and is responsible to them for the technical and financial reporting of the project.

The project will be closed by the signature of a specific protocol involving all the parties involved, after submission of a final narrative and financial report.

### Financial rules :

- ☐ Funding requested must be between €10,000 (6,559,558 FCFA) and €50,000 (32,797,850 FCFA) ;
- ☐ The funding requested must represent a maximum of 90% of the total amount of the project. A minimum of 10% co-financing of the total amount must be provided by the selected CSO or by a financial partner (private or public sector);
- ☐ Indirect project costs must not exceed 10% of the total budget. These indirect costs relate to the organization's operating expenses;
- ☐ Among the project's direct costs, expenses related to project implementation activities must represent at least 70% of the budget, and expenses related to the project's human resources (HR) must not exceed 30% of the budget ;
- ☐ A final technical and financial report with all supporting accounting documents will be submitted at the end of the project.

### The following cannot be financed:

- ☐ The purchase of real estate, and building construction projects (school, health center ...) without a development project justifying it ;
- ☐ The purchase or repair of vehicles;
- ☐ Prestige or opportunistic operations with no economic, social or cultural purpose;
- ☐ Operations of a purely commercial and profit-making nature or individual projects;
- ☐ Humanitarian and emergency actions;
- ☐ One-off actions (scholarships, invitations, expert missions, logistical support) ;
- ☐ Budgets should not include per diems for simple participants in activities (only defrayals).

**Project duration : Projects submitted may not exceed 10 to 15 months in duration.**

## Communication :

Except in specific cases, each project must include a communication plan. These communication initiatives will be promoted and may be supported by the Embassy's Service de coopération et d'action culturelle and the Conseil-NSAF. Depending on the type of project, this may involve the inauguration of the project, communication on social networks, the inclusion of logos on infrastructures, radio and press announcements, portraits, etc. The logos of the French Embassy and the Conseil-NSAF must appear on all project communication documents.

## Monitoring :

The Service de Coopération et d'Action Culturelle of the French Embassy and the Conseil-NSAF will regularly monitor the projects (including field visits) to ensure that the actions financed are being carried out properly, and will be available to organizations that have received a grant for any requests for support. **Selected CSOs will be required to hold a project steering committee meeting every 6 months**, attended by the project's technical and financial partners.

## V. Selection process and timeframe

**Any application received after 07/30/2023 (midnight) will not be considered.**

### The call for proposals will take place as follows:

From 06/15/2023 to 07/30/2023: CSOs wishing to apply must complete the application form, which can be downloaded from the French Embassy and Conseil-NSAF website, and send in their completed application file in accordance with the submission procedure. At the end of this phase, a limited number of projects will be selected. The results will be communicated to you by email. Due to the large number of submissions expected, only selected CSOs will be notified.

If necessary, interviews will be held with CSOs to obtain clarifications, adjustments or modifications to the projects submitted.

From 06/15/2023 to 07/15/2023: opportunity for CSOs to ask questions to the Technical Committee. A Frequently Asked Questions document will be published on 16/07/2023 incorporating all questions submitted during this period. No further questions will be accepted after 07/15/2023.

A selection committee, chaired by the French Embassy and the Conseil-NSAF, will decide which projects will be funded. The list of selected projects will be made public.

## VI. How to apply

### All applications must include the following documents:

- ☐ Application form duly completed on WORD canvas: The form should be no more than 5 pages long (appendices not included) and should be completed by computer (handwritten notes will not be analysed) ;

- ☐ A detailed project budget in EXCEL format;
- ☐ A logical framework specifying results indicators (quantitative and qualitative);
- ☐ A provisional chronogram of the project;
- ☐ Receipt of registration of the association ;
- ☐ A Relevé d'Identité Bancaire (RIB) in the name of the association ;
- ☐ List of the association's management committee, presenting the number of men and women.

**All applications must be submitted as follows:**

- ☐ In electronic format, by sending a single message. The form should be sent in WORD format, and the budget, timeline and logical framework in EXCEL format (please retain all formulas);
- ☐ Contain in the subject line the reference "Proposal AAP Transition écologique + Name of association". For example: "Proposition AAP Transition écologique Association \*\*".
- ☐ Send to the following address: [FSPI.transition.ecologique@gmail.com](mailto:FSPI.transition.ecologique@gmail.com)

**Incomplete applications, or those not complying with the above conditions, will not be considered. Selected candidates will be contacted by email.**

## VII. Contacts

The Service de Coopération et d'Action Culturelle of the French Embassy in Cameroon and the Conseil-NSAF will be happy to answer any questions you may have before July 15 at the following address:

[FSPI.transition.ecologique@gmail.com](mailto:FSPI.transition.ecologique@gmail.com)

**Only selected CSOs will be notified. There is no need to contact the Service de Coopération et d'Action Culturelle for information on the selection panel's decisions.**