

Date: 10 February, 2012

**Eastern Afromontane Calls for Regional Implementation Team
Questions and Answers submitted through 6 February, 2012.**

Q: The IUCN Zimbabwe Office

“... Interested in submitting a proposal that will address the following:

Strategic Direction 1...”

A: Thank you for your interest in CEPF. Just for clarity we are currently only looking for applicants for the Regional Implementation Team.

Strategic Direction 4: Provide strategic leadership and effective coordination of CEPF investment through a regional implementation team.

The development of a broad regional civil society constituency with shared goals, supported by a coordinating team that provides leadership and mentoring and ensures harmonization of CEPF and other investments to implement the strategy, will lead to a sustainable and effective network of civil society partners for hotspot conservation.

If you are interested in this position please let us know so we can send applications materials. We will release a call for project proposals to address Strategic Directions 1-3, in following months, in conjunction with the RIT.

Q: PAMS Foundation

One question we have at this stage relates to other CEPF grants within the same hotspot. A formal affiliate of ours which has an independent operating board of directors would like to apply for such a grant, hence we would like to know when applications for such grants will be called for?

A: The next call will be issued in conjunction with the RIT, in other words the RIT has to be established and then a call for project proposals will be posted. Please refer to section

2.2 of our Operations Manual on our website:

http://www.cepf.net/resources/publications/donor_council_documents/Pages/cepf_operational_manual.aspx for more details on the selection of the RIT, and note: "To avoid conflict of interest at the hotspot level, the organizations that comprise the Regional Implementation Team (whether international or local civil society groups) will not be eligible for additional grants in that hotspot. Applications from formal affiliates of those organizations that have an independent operating board of directors will be accepted, but subject to additional internal reviews."

Q: Birdlife International

Can CEPF please reconfirm that an individual serving on an ‘advisory board’ to the RIT can still submit proposals on behalf of his/her organization? If this is possible, could CEPF please advise re safeguards (e.g. recusal) against vested interests affecting decisions on the same.

A: We don’t prohibit applicants who are participating on an “advisory board” from receiving grants. We do ask that you take seriously our concern with conflict of interest policies. If your organization submits an application, you should recuse yourself from participating in the review for that grant. And if you are aware of other conflicts, bring them to the attention of CEPF and the RIT.

Q: Birdlife International

Can CEPF please reconfirm the inclusion of Kenya and Uganda in the table on page 3 of the calls for proposals? As there are certain Strategic Directions / Investment Priorities that apply to all Eastern Afromontane Biodiversity Hotspot countries.

A: The RFP has been updated to include these two countries, which is now posted to the website.

Q: Jane Goodall Institute

We’re sorry that we were not able to join the call today and wonder if there are notes from the session. Also, is there a way to obtain a contact list of the other interested parties? We would like to get in touch with them about the possibilities of collaboration.

A: Here is an updated list (http://www.cepf.net/Documents/EAM_RIT_contact_list_v2.xls), with a few slight corrections and additions. We hope this is helpful. Thank you to all of you would joined this morning’s call, we will be posting all information provided on the website, and please feel free to continue submitting questions to us directly via email.

Q: National University of Rwanda

“I am delighted to confirm that, in collaboration with our partners, we are developing a proposal on Lake Tanganyika biodiversity conservation. It is a transboundary project between Burundi and Congo within the Itombwe-Nyungwe landscape. We hope that very shortly we will be able to submit our letter of inquiry and meet the deadline. You should have any advice, please do not hesitate to contact us.”

A: “I just want to make it clear that, at present time, CEPF is requesting only proposal for the position of Regional Implementation Team – meaning the regional coordination of the programme.

Other Calls for Projects will be launched later this year, for field projects related to the implementation of CEPF strategy in the Hotspot.”

Q: National University of Rwanda

I did not get well whether it was about project proposals submission or proposals for the position of regional implementation team. Anyway, I am still available and interested to contribute in that implementation team if needed. Can you tell me the requirements for that position?

A: Thank you for submitting an expression of interest regarding the Critical Ecosystem Partnership Fund (CEPF) procurement of the Regional Implementation Team-Programs for the Eastern Afromontane Biodiversity Hotspot (RFP No. EAM-2), or the RIT-Programs.

The CEPF Secretariat strongly encourages you to read the RFP thoroughly to ensure the most competitive submission. In particular, note the Terms of Reference (Section 10 of the RFP), Instructions for the Preparation of Proposals (Section 11), and Evaluation Criteria (Section 12).

Also we have provided below additional guidance for preparation of your proposals. Your full application should include:

- 1) Cover Letter
- 2) Logical Framework (RIT Admin template attached to use as an example)
- 3) Budget Worksheet (template attached)
- 4) Response to section 11.1 in the RFP.
- 5) Financial Questionnaire (attached), with supplementary materials.
- 6) Anti Terrorism Screening Form (attached)

-Please note that if applying as part of a consortium only the lead organization should submit the full application materials.