

**Critical Ecosystem Partnership Fund and Burung Indonesia**

**Call for Letters of Inquiry No. 8  
Investment in the Wallacea Biodiversity Hotspot  
Focus on Timor-Leste**

**Request for Proposals**

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**1. Opening Date:** Tuesday, 1 November 2016

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**2. Submission**

**Deadline:** Tuesday, 13 December 2016

**Application format:** [CEPF LOI Template](#)

**Submission method:** Submit Letter of Inquiry to [cepfwallacea@conservation.org](mailto:cepfwallacea@conservation.org)

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**3. Call for Letters of Inquiry**

Burung Indonesia, in its role as Regional Implementation Team (RIT) for the Critical Ecosystem Partnership Fund (CEPF) in the Wallacea Biodiversity Hotspot, consisting of parts of Indonesia and Timor-Leste, invites civil society organizations to submit Letters of Inquiry (LOIs) for projects per the Scope of this Call, as described in Section 5, below.

The Critical Ecosystem Partnership Fund (CEPF) is a joint initiative of l'Agence Française de Développement, Conservation International (CI), the European Union, the Global Environment Facility, the Government of Japan, the MacArthur Foundation, and the World Bank. A fundamental goal is to ensure civil society is engaged in biodiversity conservation. More information on CEPF can be found at [www.cepf.net](http://www.cepf.net).

CEPF's strategy in Wallacea was formulated through a participatory process that engaged civil society, donors, and governmental stakeholders throughout the region. The result of this process is an **Ecosystem Profile**, a five-year strategy, running from 2015-2019, to support biodiversity conservation in the region, available at:

[http://www.cepf.net/SiteCollectionDocuments/wallacea/EcosystemProfile\\_Wallacea.pdf](http://www.cepf.net/SiteCollectionDocuments/wallacea/EcosystemProfile_Wallacea.pdf)

**4. Eligible Applicants**

Non-government organizations, community groups, private enterprises, universities, and other civil society organizations may apply for funding. Applications from organizations that propose to build capacity of local civil society and community groups are particularly encouraged. Projects must be located within the sites and countries identified in the Ecosystem Profile. Organizations must have their own bank account and be authorized under relevant national laws to receive charitable contributions.

Government-owned enterprises or institutions are eligible only if they can demonstrate that the enterprise or institution:

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

## 5. Eligible Sites and Activities

This is one of several Calls for Letters of Inquiry to be released between 2015-2019, and as such, is purposefully limited in scope.

Projects submitted in response to this call **must** take place in, or have a direct effect upon, geographic and species priorities within:

- **The marine and terrestrial sites and corridors in Timor-Leste.**

While the organizations applying for this work may be located outside Timor-Leste, including Indonesia, this call is open **only** to work focused on Timor-Leste. We are not seeking proposals for regional work (i.e., including both Indonesia and Timor-Leste) at this time. Applicants may propose to conduct desk-based work, research, and administration from outside Timor-Leste, but the technical focus must be wholly within the country.

For projects working within the named corridors, the projects **must** address at least one of the following Strategic Directions, as described in Chapter 12 of the Ecosystem Profile:

- Strategic Direction 1: Address threats to high priority species.
- Strategic Direction 2: Improve management of sites (KBAs) with and without official protection status.
- Strategic Direction 3: Support sustainable natural resource management by communities in priority sites and corridors.
- Strategic Direction 4: Strengthen community-based action to protect marine species and sites.
- Strategic Direction 5: Engage the private sector in conservation of priority sites and corridors, in production landscape, and throughout the hotspot.

Strategic Direction 6: Enhance civil society capacity for effective conservation action.

Applicants are advised to submit proposals that apply appropriate elements of CEPF Strategic Directions to the sites with a focus on conservation results. LOIs must address at least one Strategic Direction, but we expect that approaches and results will actually cross more than one Strategic Direction.

CEPF will give preference to proposals that will aim to build the knowledge and skills of local stakeholder in the protection of priority sites and species as well as assisting local communities to engage in sustainable use of marine and terrestrial resources.

CEPF also favors projects that facilitate collaboration between communities and government authorities resulting in improved management of either marine or terrestrial KBAs. Given the geography of the priority cluster named in this call, projects that seek to integrate the sustainable management of adjacent terrestrial and marine KBAs will be favored (ridge to reef approach).

CEPF will accept proposals – from organizations with demonstrated managerial capacity – that include, as part of their approach, targeted on-granting (sub-grants, micro grants) to other groups, provided this forms a coherent program addressing the named sites and technical priorities. In such situations, the primary grantee must play a significant role in technical activities and not just serve as the manager of sub-grants.

Applicants are strongly encouraged to review Chapter 12 of the Ecosystem Profile and the Logical Framework. Good proposals will focus on the problems and expected results identified therein.

## **6. Budget and Timeframe**

Typical grants from CEPF are for US \$100,000 for between 12-30 months. Applicants are **strongly** encouraged to submit proposals in this range, or for less money. Regardless, projects may not have an end date that goes beyond 31 August 2019. While we encourage proposals of \$100,000, we will consider proposals of up to \$300,000 per the item below on Corporate Capabilities

## **7. Corporate Capabilities and Associations**

CEPF will consider awards based, in part, on past experience managing projects of similar size and scope. We will use the following guidelines:

- Applicants requesting greater than \$50,000 must have demonstrated experience of managing projects of at least \$30,000.
- Applicants requesting up to \$100,000 must have demonstrated experience managing projects of at least \$75,000.
- Applicants requesting greater than \$100,000 must have demonstrated experience managing projects of at least \$100,000.
- Applicants requesting greater than \$200,000 must have long-standing operations in Timor-Leste and/or multiple years of experience managing international development and conservation projects.

CEPF recognizes that these requirements, and the requirement to submit proposals in English, may limit the ability of some organizations to apply. As such, CEPF will allow for a primary grantee (i.e., an organization with appropriate capacity) to apply with one or more sub-grantee partners. Organizations with insufficient capacity are encouraged to seek such associations. Proposals with such associations must name a **single** primary/lead organization that meets the capacity requirements named above. Assuming the prime grantee has such capabilities, it may then assume financial and operational risk to sub-grant larger amounts to small organizations, thereby growing the capacity of the smaller groups.

## **8. Letter of Inquiry, Full Proposal, and Award Process**

Applicants are requested to submit a letter of inquiry (LoI) at this time. Applicants that submit a LoI that receives a positive review will be asked to submit a full proposal. Full proposals that receive a positive review will lead to the award of a grant between Conservation International, as the host organization of the CEPF Secretariat, and the recipient (the “grantee”). Grants will be denominated in United States dollars and grant agreements will be in English.

## **9. Instructions for Submitting a Letter of Inquiry**

Applicants **must** use the CEPF letter of inquiry template referenced here.

### **[CEPF LOI Template](#)**

The template is also available from the CEPF Secretariat and Burung Indonesia.

Letters of inquiry **must** be submitted to [cepfwallacea@conservation.org](mailto:cepfwallacea@conservation.org)

Letters of inquiry submitted to any other e-mail address may not receive full review.

## **10. Submission Language**

Letters of inquiry must be submitted in English.

## **11. Management of Awarded Projects**

The CEPF Secretariat has engaged Burung Indonesia of Bogor, West Java, Indonesia as the Regional Implementation Team (RIT) for the Wallacea Biodiversity Hotspot, including both projects in Indonesia and Timor-Leste. While the CEPF Secretariat will formally award grants, make payments, and maintain broad technical oversight of grants, Burung Indonesia is responsible for direct supervision, performance monitoring, results monitoring, and capacity building, among other tasks, for the entire hotspot, including Timor-Leste, with the mandate to develop a bi-national portfolio. Awardees from this call for proposals will be expected to act as partners, reporting to and collaborating with Burung Indonesia. Burung Indonesia is fully capable of communicating in English with all grantees.

## **12. Reference Documents**

All potential applicants should refer to the Ecosystem Profile, the LOI Form, and the following references available on the CEPF website.

- Frequently asked questions: [www.cepf.net/about\\_cepf/fag/Pages/default.aspx](http://www.cepf.net/about_cepf/fag/Pages/default.aspx)
- Eligibility criteria for applicants: [www.cepf.net/grants/Pages/eligibility.aspx](http://www.cepf.net/grants/Pages/eligibility.aspx)
- CEPF projects database: [www.cepf.net/grants/project\\_database/Pages/default.aspx](http://www.cepf.net/grants/project_database/Pages/default.aspx)
- CEPF safeguard policies: [www.cepf.net/grants/Pages/safeguard\\_policies.aspx](http://www.cepf.net/grants/Pages/safeguard_policies.aspx)
- World Bank safeguard policies: <http://go.worldbank.org/WTA1ODE7T0>

### **13. Contact**

Please direct any questions or concerns to: [hibah.wallacea@burung.org](mailto:hibah.wallacea@burung.org)

Further information and assistance can be obtained from:

CEPF Wallacea Regional Implementation Team, Burung Indonesia, Jl. Dadali No. 32 Bogor 16161, West Java, Indonesia, Telp. +62-251-835-7222.