

CEPF Letter of Inquiry

To submit your Letter of Inquiry, please send it to the [email address for your region](#). If you have any questions or concerns please send your inquiry to the same account, and we will do all that we can to assist.

Thank you for your interest in CEPF.

Organization Information
<p>Organization Legal Name</p> <p>THE KAINAKE PROJECT INC</p>
<p>Organization Short Name / Acronym, if any.</p> <p>TKP</p>
<p>Project Lead Contact– Provide the name and contact information for the person responsible for correspondence with CEPF regarding this project.</p> <p>Mr. Junior Novera</p>
<p>Organization Chief Executive– Provide the name and contact information for the chief executive or person who is authorized to sign contracts on behalf of your organization.</p> <p>Dr. Jeffrey Noro</p>
<p>Mailing Address</p> <p>P.O Box 46 UPNG Post Office, Waigani, National Capital District, Papua New Guinea</p>
<p>Physical Address – if different from mailing address above.</p> <p>PNG Science and Technology Secretariat, Level 3, Fly River Building, Gabaka Street, Gordons, National Capital District, PNG</p>
<p>Country</p> <p>Papua New Guinea</p>

Telephone

(+675) 79331991 (Mr. Junior Novera)

(+675) 70346732 (Dr. Jeffrey Noro)

Fax, if any.

Web Site Address, if any.

E-mail Address – Provide an e-mail address. CEPF will use this to communicate the status of your application.

jnovera@gmail.com , jeffnokianoro@gmail.com

Total Permanent Staff

Please include figure. If 0 that is ok.

Year Organization Established

2014

Organization Type Local International

Local organizations should be legally registered in a country within the hotspot where the project will be implemented and have an independent board of directors or other similar type of independent governing structure.

Please can you confirm that TKP is registered with a functioning bank account?

History and Mission Statement – Provide a brief description of your organization's history and mission, including experience relevant to the proposed project.

BACKGROUND

The Kainake Project Inc. (TKP) is a grass roots community-based organization that was founded in 2014 and operating in the Autonomous Region of Bougainville. In the aftermaths of the Bougainville civil war in the 1990s, the Autonomous Bougainville Government was formed in 2005 to re-establish governance and implement development strategies on the island. Due to limited resources, capacity building has been slow affecting the establishment of vital institutions including the formation of the Bougainville Bureau of Environment (BBE), which up to this stage is non-existent. Seeing this gap, a group of scientists from Bougainville and abroad founded TKP as a community-based conservation initiative to support the government by advocating for environmentally sustainable development.

Our vision is to assist in the creation of a new generation of global citizens in Bougainville including leaders in science, the humanities and business, who are both integrated into the global community and engaged in the responsible custodianship of their natural inheritance. To achieve this vision TKP has 4 development pillars, which are (1.) Community Empowerment (2.) Education and knowledge exchange (3.) Environment and Conservation, and (4.) Research, Science and Technology. Our organization believes that for conservation efforts to be fully realized, a holistic approach is needed, hence we see community involvement, education, and science and technology are essential in our approach.

This proposal specifically targets our environment and conservation program because Bougainville is experiencing environmental problem due to loss of lowland tropical rainforests arising from rapid population growth and economic dependence on unsustainable agricultural and forestry practices. The project is also concerned with recording the various kinds of environmental knowledge transformations. This is quite important because knowledge isn't static. People's ideas about their environment change over time.

As such, there is a real threat to some of Bougainville's understudied biodiversity areas such as the Kunua plains and Mount Balbi, which are identified as Key Biodiversity Areas (KBA) by CEPF. The loss of biodiversity in these areas

exacerbates the erosion of biological, chemical and genetic diversity in these forests. Socially the forest degradation also impairs traditional ecological knowledge (TEK) and consequently damages language and culture. In addition, modern economic pressures in the absence of effective land management strategies are key contributing factor to forest degradation.

Through consultation with local communities, we would like to undertake (1.) Institutional Capacity Building (2.) Conduct Organizational, Environment and Conservation Awareness on Bougainville and (3.) Create Networks within Bougainville, PNG and abroad. These strategic activities will strengthen the organizations capability to deliver its environmental goals.

STRATEGY

1. INSTITUTIONAL CAPACITY BUILDING

The Kainake Project Inc. plans to carry out its Institutional Capacity Building program through 3 priority actions that are vital for the organization to function efficiently and effectively. These key components are organizational structure, policies and election of a board to govern the organization and ensure that it fulfills its intended mission.

a. Organizational Structure

There will need to be structural changes in the organization to ensure that we promote (i) Diversity (ii) Inclusivity (iii) Balance and (iv) Expertise. Currently there are loop holes and potential for “conflict of interest” which have to be mitigated with some structural reforms.

To strengthen the organization, the following activities will be undertaken;

- 1.) Strengthen the Executive Committee (Chairman, Vice-Chairman, Treasurer, Secretary
- 2.) Form the Finance and Audit Committee
- 3.) Form the Governance and Nominations Committee
- 4.) Establish Program Committees at the Project Site
- 5.) Establishment of ad-hoc committees as and where necessary.

Activities 1-3 are administrative and would form the core of our activities under the small grants program to ensure we have robust internal controls, governance and ethics systems.

Activities 4-5 are operational activities that would be based in the project sites and are important for implementation, monitoring and evaluation. The small grants program will allow us to train local community members on the functions of the committee, managing teams, and how to conduct meetings, awareness programs and reporting.

b. Policy

Functional policies will be developed to support strategic areas of administration and operation. These policies include: (i) Monitoring and Evaluation Framework (ii) Governance and Ethics Policy (iii) Financial Management System (iv) Strategic Plan and (v) Corporate Plan. These frameworks are vital for the organization to function effectively and deliver SMART goals.

c. Board

A Board of Directors for TKP will be appointed to govern the organization and to provide advice on administrative and operational matters. The board's nomination will be based on (i) Diversity (ii) Commitment and (iii) Expertise.

2. AWARENESS PROGRAMS

Our awareness drive has two major purposes.

1. The first one is to educate communities in the projects, local level governments, and the Autonomous Bougainville Government about the organization and our strategic intents.
2. The second purpose is to raise awareness on environmental issues, sustainability and proper management of resources, biodiversity and cultural diversity, conservation and wildlife management and other pressing environmental topics.

The awareness programs will be conducted in the project site in south Bougainville and in the Kunua Plains. We can also include other adjacent communities who have shown interest in the initiative.

Our mode for awareness and information dissemination includes posters, radio and television interviews, video shows, social media, seminar presentations, conference exhibitions, community meetings and school (elementary, high school, secondary) talks.

3. NETWORKING

Networking with local environmental groups, government and non-government organizations within Bougainville is our third strategy. We also anticipate networking and marketing TKP and its strategies to organizations within PNG and regionally to gauge support and elevate the profile of our organization. We are also keen on developing a website as part of our networking drive. Due to funding limitations under the small grants program, we will not commit to long term program partnerships at this stage.

CAPACITY

The Project Lead Contact (Mr. Junior Novera) has many years of experience working

with PNGIBR as a conservation biologist and holds a Master's Degree from Lancaster University. He is undertaking his PhD studies at the University of Queensland, Australia in 2016 and his research will be conducted in the Kunua plains and adjacent localities.

The Director, Dr. Jeffrey Noro, is a natural products scientist who leads a natural products discovery laboratory at the University of Papua New Guinea (UPNG). He has been involved with the International Cooperative Biodiversity Groups (PNG) program funded by US Foragy International to conduct drug discovery research from 2005 to 2014, through a joint initiative between UPNG and the University of Utah, US. His research interest is on the genetics of natural products biosynthesis. Dr. Noro is also the Director of Policy with the PNG Science and Technology Secretariat.

The co-Director Dr. David Flannery is a NASA scientist (geobiologist) based at the Jet Propulsion Laboratory in California and has interest in conservation and sustainable societal development.

Dr. Simon Kenema is an anthropologist and holds a PhD from St. Andrews University in Scotland, United Kingdom. Dr. Kenema's interests include identity politics, environmental anthropology, and vernacular ideologies of change. He has conducted ethnographic research and awareness in Bougainville for his PhD thesis. He brings immense experience into the project.

Mr. George Nosuri holds an MBA from the Divine Word University in PNG and is currently employed as a Management Accountant with PNG Air Services. He has 15 years of accounting experience in the manufacturing, mining and civil aviation sectors. He is currently the financial control for TKP.

The Kainake Project Inc. will use this funding to formulate environmental strategies using this pilot project. Using this experience and its professional composition, we will be partnering with other Bougainville based community organizations including the Rotokas Ecotourism project, Paruparu conservation project and the Balel marine conservation program.

Eligibility Questions

The questions below help CEPF determine the eligibility of your organization or proposed project activities to receive CEPF funds. Where possible, you may revise your strategy to avoid these elements or you may wish to consult the "Resources" section at www.cepf.net that provides links to additional funding sources and resource sites.

Ineligible Recipients of Funds

Government agencies, and organizations controlled by government agencies, are **not** eligible to receive CEPF funds.

Do you represent, or is your organization controlled by, a government agency?

Yes

No

Government-owned enterprises or institutions are eligible only if they can establish (i) that the enterprise or institution has a legal personality independent of any government agency or actor, (ii) that the enterprise or institution has the authority to apply for and receive private funds, and (iii) that the enterprise or institution may not assert a claim of sovereign immunity.

If your organization is a government-owned enterprise or institution, can it clearly establish each of the three items named above?

Yes

No

Ineligible Use of Funds

CEPF will **not** fund the capitalization of trust funds, the purchase of land, the involuntary resettlement of people, or the removal or alteration of any physical cultural property under any circumstances. Please answer "yes" or "no" to each item below.

Does your proposed activity intend to use CEPF grant money to capitalize a trust fund?

Yes

No

Does your proposed activity intend to use CEPF grant money to purchase land?

Yes

No

Does your proposed activity intend to use CEPF grant money to resettle people?

Yes

No

Does your proposed activity intend to use CEPF grant money to remove or alter any physical cultural property (defined as movable or immovable objects, sites, structures, and natural features and landscapes that have archeological, paleontological, historical, architectural, religious, aesthetic, or other cultural significance)?

Yes

No

Safeguard Questions

The questions below will help CEPF to determine whether your project triggers any of the World Bank's safeguard policies. CEPF is required to assess all applications to determine if safeguards are triggered, and if so, whether or not appropriate mitigation measures are included in project design and implementation. For further information on CEPF application of safeguards please refer to http://www.cepf.net/grants/Pages/safeguard_policies.aspx.

Environmental assessment. Will the project have adverse impacts on the environment? If you answer yes, please provide additional information and a description of mitigating measures you will take.

- Yes
 No

Natural habitats and forests. Will the project cause or facilitate any significant loss or degradation of forests or other natural habitats? If you answer yes, please provide additional information and a description of mitigating measures you will take.

- Yes
 No

Involuntary restrictions of access to resources. Will the project introduce or strengthen involuntary restrictions of access to resources? If you answer yes, please provide additional information and a description of mitigating measures you will take.

- Yes
 No

Indigenous peoples. Does the project plan to work in lands or territories traditionally owned, customarily used, or occupied by indigenous peoples? If you answer yes, please provide a brief description of planned activities in these lands or territories, any adverse impacts foreseen on these indigenous peoples and any mitigating measures you will take.

- Yes You will need to complete a social safeguard document as you plan to work with communities providing educational outreach.
 No

Pest management. Will the project involve use of herbicides, pesticides, insecticides or any other poison for the removal of invasive species? If you answer yes, please provide the name of the pesticide, herbicide, insecticide or poison you intend to use.

- Yes
 No

Project Title and Request
<p>Project Title STRENGTHENING THE INSTITUTIONAL CAPACITY OF THE KAINAKE PROJECT INC. TO UNDERTAKE ENVIRONMENTAL AWARENESS IN THE KUNUA PLAINS</p>
<p>CEPF Region – Please list the CEPF region where your project will be implemented. CEPF funding regions are described on www.cepf.net. East Melanesian Island Hotspot</p>
<p>Project Location – Define the geographic location (including country, corridor, site, etc) where project activities will take place. Autonomous Region of Bougainville (Kunua Plains, and minor component in south Bougainville)</p>
<p>Project Duration – Enter the approximate time period of your project. 18 months</p>
<p>Strategic Direction from the CEPF Ecosystem Profile – Enter the single strategic direction this proposal aims to address. Use the exact number, such as 1, 2, etc. and wording from the ecosystem profile for this region found on www.cepf.net.</p> <p>Strategic Direction 4. Increase local, national and regional capacity to conserve biodiversity through catalyzing civil society partnerships. This addresses Investment Priority 4.1 on <i>“strengthening the capacity of local civil society organizations in financial management, project management and organizational governance.”</i></p>
<p>Funding Request Amount – Enter the amount of funds (in US \$) requested from CEPF. US\$20,000</p>
<p>Total Project Budget – Enter the total budget for this project from all funding sources. US\$20,000</p>
<p>Counterpart Funding – Identify the amounts and sources of any other funding already secured to be directed to this project.</p>
<p>In-Kind Contributions – Enter the amount of your organization’s contributions to be directed to this project and explain how these have been calculated. Will there be any money directed to this project from TKP, e.g. in terms of staff time, or office space for example? It’s ok if not, but if there is please include it here.</p>
<p>Project Budget – Provide a breakdown of the proposed budget (in US\$ and only for the CEPF funded portion of the project) using the following categories. For each budget line please write a description about what the money will cover.</p>
<p>Salaries/Benefits: 2000.00 what position? Is this an existing position? How much time devoted to</p>

it? Is this enough?
Professional Services:3500.00 who is this for? And what will it be for? Is it enough?
Rent and Storage:
Telecommunications:500.00
Postage and Delivery:
Supplies:\$4000.00 this seems to be a lot – what does this include?
Furniture and Equipment:
Maintenance:
Travel:\$7000.00 please include details – e.g. transport, accommodation, food costs at how much and for who?
Meetings & Events:\$3000.00 Please detail the venue and catering this will cover and please state what meetings/training it will be for.
Miscellaneous: please include at least \$50 to cover bank charge fees here
Sub-Grants:
Indirect Cost (max 13%):
Total Budget:\$20,000.00

Letter of Inquiry

The letter of inquiry is meant to provide CEPF with an overview of the project concept. It is typically 2-3 pages in length, and must include at least the following information:

Project Rationale – Describe the conservation need (key threats and/or important opportunities) your project aims to address and what would happen if this project were not implemented.

Project Approach – Describe the proposed strategy and actions of your project in response to the conservation need stated above. Include the expected results of the project and any potential risks you face in implementing this plan.

Link to CEPF Investment Strategy – How does your project relate to the CEPF investment strategy presented in the Ecosystem Profile? (This document may be found at www.cepf.net) Your answer should include reference to a specific strategic direction from the relevant ecosystem profile that the project will support.

Project Partners / Stakeholders – List any partners to be directly involved in implementing this project as well as important stakeholders and how you have involved them in your planning.

Long-term Sustainability/Replicability – Describe how project components or results will continue or be replicated beyond the initial project.

Please compose your letter of inquiry in the section below.

Letter of Inquiry

Dear Sir/Madam,

I write as the Director for The Kainake Project Inc. (TKP) seeking opportunities for funding from your organization to conduct environmental awareness and contribute towards environmental capacity building in the Autonomous Region of Bougainville.

Outlined here is an overview of the project concept.

Project Rationale

The Kainake Project Inc. is a community based organization that is based on Bougainville. Bougainville is currently experiencing rapid loss of tropical rainforests due to rapid population growth and economic dependence on unsustainable agricultural and forestry practices. The loss of rainforest is then contributing to loss of language and cultural diversity. The ongoing unsustainable use of forest resources is enhanced by the lack of understanding of our biological diversity and its provision of ecosystem services, and the lack of capacity at the village and community level on how best to conduct tangible forest management activities. Bougainville is at a crucial time in its political development and now is the moment to progress environmental consciousness at all levels of government and create a community movement towards developing environmentally sustainable practices.

There is a real threat to some of Bougainville's understudied biodiversity areas such as the Kunua plains and Mount Balbi, which are identified as Key Biodiversity Areas (KBA) by CEPF. The loss of biodiversity in these areas exacerbates the erosion of biological, chemical and genetic diversity in these forests. Socially the forest degradation also impairs traditional ecological knowledge (TEK) and consequently

damages language and culture. In addition, modern economic pressures in the absence of effective land management strategies are key contributing factor to forest degradation.

This proposal therefore seeks to specifically target our environment and conservation program because Bougainville is experiencing environmental problem due to loss of lowland tropical rainforests arising from rapid population growth and economic dependence on unsustainable agricultural and forestry practices. The project is also concerned with recording the various kinds of environmental knowledge transformations. This is quite important because knowledge isn't static. People's ideas about their environment change over time.

Project Approach

Through consultation with local communities, we would like to undertake (1.) Institutional Capacity Building (2.) Conduct Organizational, Environmental and Conservation Awareness on Bougainville and (3.) Create Networks within Bougainville, PNG and abroad. These strategic activities will strengthen the organizations capability to deliver its environmental goals.

TKP is proposing three strategic areas for funding under this small grants application.

Strategy 1: Institutional Capacity Building

The Kainake Project Inc. plans to carry out its Institutional Capacity Building program through 3 priority actions that are vital for the organization to function efficiently and effectively. These key components are organizational structure, creation of relevant policies, and election of a board to govern the organization and ensure that it fulfills its intended mission.

Actions:

- 1.1 Strengthening organizational structure by clearly defining the Executive Committee and putting in place the Finance and Audit committee, Governance and Nominations committee, Program committees and Ad-hoc committees. This will include training of committee members. These frameworks will support strategic areas of administration and are vital for the organization to function effectively and deliver SMART goals.
- 1.2 Develop Policy Frameworks that include a Monitoring and Evaluation Framework, Governance and Ethics Policy, Financial Management Systems, Strategic Plan and Corporate Plan and;
- 1.3 Nominate Board to govern the organization and also provide administrative and operational advice. The board's nomination will be based on (i) Diversity (ii) Commitment and (iii) Expertise.

Strategy 2: Awareness Programs

Actions:

- 1.1 Raise awareness about TKP's organizational functions and strategic intents to

communities in the project sites, local level governments and the Autonomous Bougainville Government and;

2.1 Raise awareness on key environment and conservation topics in the project sites.

Our awareness drive has two major purposes. The first one is to educate communities in the projects, local level governments, and the Autonomous Bougainville Government about the organization and our strategic intents. The second purpose is to raise awareness on environmental issues, sustainability and proper management of resources, biodiversity and cultural diversity, conservation and wildlife management and other pressing environmental topics.

The awareness programs will be conducted in the project site in south Bougainville and in the Kunua Plains. We can also include other adjacent communities who have shown interest in the initiative.

Our mode for awareness and information dissemination includes posters, radio and television interviews, video shows, social media, seminar presentations, conference exhibitions, community meetings and school (elementary, high school, secondary) talks.

Strategy 3: Networking

Networking with local environmental groups, government and non-government organizations within Bougainville is our third strategy. We also anticipate networking and marketing TKP and its strategies to organizations within PNG and regionally to gauge support and elevate the profile of our organization. We are also keen on developing a website as part of our networking drive. Due to funding limitations under the small grants program, we will not commit to long term program partnerships at this stage.

Actions:

3.1 Develop networks with Bougainville environmental groups, government and other NGOs based on Bougainville and;

3.2 Market TKP's cross-cultural and inter-disciplinary approach to conservation and develop networks with organizations in PNG and the Oceania region.

CAPACITY

The Project Lead Contact (Mr. Junior Novera) has many years of experience working with PNGIBR as a conservation biologist and holds a Master's Degree from Lancaster University. He is undertaking his PhD studies at the University of Queensland, Australia in 2016 and his research will be conducted in the Kunua plains and adjacent localities.

The Director, Dr. Jeffrey Noro, is a natural products scientist who leads a natural products discovery laboratory at the University of Papua New Guinea (UPNG). He has been involved with the International Cooperative Biodiversity Groups (PNG)

program funded by US Forqat International to conduct drug discovery research from 2005 to 2014, through a joint initiative between UPNG and the University of Utah, US. His research interest is on the genetics of natural products biosynthesis. Dr. Noro is also the Director of Policy with the PNG Science and Technology Secretariat.

The co-Director Dr. David Flannery is a NASA scientist (geobiologist) based at the Jet Propulsion Laboratory in California and has interest in conservation and sustainable societal development.

Dr. Simon Kenema is an anthropologist and holds a PhD from St. Andrews University in Scotland, United Kingdom. Dr. Kenema's interests include identity politics, environmental anthropology, and vernacular ideologies of change. He has conducted ethnographic research and awareness in Bougainville for his PhD thesis. He brings immense experience into the project.

Mr. George Nosuri holds an MBA from the Divine Word University in PNG and is currently employed as a Management Accountant with PNG Air Services. He has 15 years of accounting experience in the manufacturing, mining and civil aviation sectors. He is currently the financial control for TKP.

The Kainake Project Inc. will use this funding to formulate environmental strategies using this pilot project. Using this experience and its professional composition, we will be partnering with other Bougainville based community organizations including the Rotokas Ecotourism project, Paruparu conservation project and the Balel marine conservation program.

[Link to CEPF Investment Strategy](#)

Our project approach is related to the following;

Strategic Direction 4. Increase local, national and regional capacity to conserve biodiversity through catalyzing civil society partnerships. Investment priority 4.1 will be addressed.

However, due to the longer terms goals of TKP, which are to...xxxxx, in the future, work may meet Strategic Direction 1. Empower local communities to protect and manage globally significant biodiversity at priority Key Biodiversity Areas under-served by current conservation efforts. This project will address investment priority 1.2.

[Project Partners / Stakeholders](#)

Our project stakeholders in this project are the communities within the identified Key Biodiversity Area of the Kunua Plains and to some extent communities in the Mt. Balbi area. Since TKP has an existing conservation site in south Bougainville there will be exchange of conservation ideas and strategies between communities within these sites.

The Autonomous Bougainville Government will be consulted from time to time as a courtesy by

TKP to inform them of our community involvement. TKP's experience can also influence government's environmental decision making that can have Bougainville wide environmental gains.

Please can you mention here the links with RET or other CBOs. Also what involvement you may have had so far and how you see TKP working with them in the future.

Long-term Sustainability/Replicability

The long term plan is to replicate the methodology and programs developed in the project sites in other areas of Bougainville. Once TKP's institutional governance and project management systems are in place, it can engage in developing similar programs in other communities in Bougainville. TKP has already received interests from communities living in ecologically sensitive and diverse areas of the island. Hence there is a need and demand to replicate this program.

In terms of sustainability, the key is in training and providing communities with the skills and understanding of sustainable development and resource management. If we can train communities to become trainers, they can train other communities and take a whole of community approach as a management tool to sustain their environment and their livelihoods.

I write on behalf of the organization and would be grateful if CEPF can also become a partner through your support in promoting and developing conservation strategies that will result in tangible environmental outcomes for Bougainville.

Your consideration of this LOI is greatly appreciated.

Yours faithfully

Dr. Jeffrey Noro (PhD)
Director
The Kainake Project Inc.
Bougainville