

Call for Letters of Inquiry

Caribbean Islands Biodiversity Hotspot

Small and Large Grants

Dominican Republic and English-speaking Caribbean

- Eligible Countries:** Antigua and Barbuda, The Bahamas, the Dominican Republic, Jamaica, Saint Lucia, and St. Vincent and the Grenadines. Please refer to Tables 2 and 3 for eligible geographies for large and small grants.
- Opening Date:** Friday, 20 October 2023
9:00 a.m. Washington, D.C. time
- Closing Date:** Monday, 27 November 2023
11:59 p.m. Washington, D.C. time
- Grant Size:** Small grants – between US\$5,000 and US\$50,000
Large grants – greater than US\$50,000

The [Critical Ecosystem Partnership Fund \(CEPF\)](#) and the [Caribbean Natural Resources Institute \(CANARI\)](#), as regional implementation team (RIT) for the Caribbean Islands Biodiversity Hotspot, are inviting letters of inquiry (LOIs) from non-governmental organizations, community groups, private enterprises, universities and other [civil society organizations](#) active in the eligible geographic areas in Antigua and Barbuda, The Bahamas, Dominican Republic, Jamaica, Saint Lucia, and St. Vincent and the Grenadines. This call targets organizations working at the site and corridor levels and supports national, regional, and multi-country capacity building. CEPF is keen to support projects that complement its existing portfolio of large and small grants listed in Appendix A.

BACKGROUND

CEPF is a joint initiative of l'Agence Française de Développement, Conservation International, the European Union, the Global Environment Facility, the Government of Japan and the World Bank. The CEPF Phase II investment (August 2021 – July 2026) in the Caribbean Islands Biodiversity Hotspot is financed through the CEPF Caribbean Hotspot Project of the World Bank, using funds provided by the Government of Japan.

CEPF's niche for the current investment is documented in the [Caribbean Islands Biodiversity Hotspot Ecosystem Profile](#) (PDF – 16.6 MB). This investment strategy comprises a series of strategic directions broken down into investment priorities outlining the types of activities that are eligible for CEPF funding.

This investment seeks to improve the capacity of civil society organizations to reduce threats to globally important biodiversity in the Caribbean Islands Biodiversity Hotspot. Projects supported under this investment should help:

- Civil society organisations increase their capacity to reduce key threats to biodiversity
- Civil society organisations increase their organizational capacity
- Civil society organisations increase their capacity to participate in conservation-related networks
- Priority Key Biodiversity Areas (KBAs) reduce threat(s) to biodiversity

This is the sixth call for proposals under the 2021-2026 CEPF Phase II investment in the Caribbean Islands.

Applicants are strongly encouraged to familiarize themselves with the CEPF website, particularly the sections on [Eligibility](#), [Before You Apply](#) and [How to Apply](#). Potential applicants who are uncertain of the eligibility of their organization or project concept are encouraged to contact Nicole Brown, RIT manager, at caribbeanrit@canari.org for clarification.

ELIGIBLE ACTIVITIES

The present call seeks to support national and multi country activities under Strategic Directions 1, 2, 3, 4 and 5 of the ecosystem profile in Antigua and Barbuda, The Bahamas, the Dominican Republic, Jamaica, Saint Lucia, and St. Vincent and the Grenadines.

Table 1 below provides guidance on the strategic directions and investment priorities eligible for support under this call. This guidance is not a substitute for a thorough review of the CEPF investment strategy and programmatic focus in Chapter 13 of the ecosystem profile and the logical framework for the CEPF Caribbean investment in Chapter 14. Applications for projects that directly contribute to the logical framework indicators will be positively regarded.

Projects should seek to:

- **Ameliorate threats:** A core goal of the CEPF is to build local capacity to reduce threats to biodiversity in the priority KBAs and for priority species. CEPF, therefore, requests applicants to make explicit linkages between how their project will build capacity and reduce key threats to KBAs and species. CEPF measures the reduction of threats to KBAs using the [IBA Monitoring Tool](#).
- **Build CSO Capacity:** Applicants are encouraged to think about their technical and institutional capacity needs as they develop their projects, particularly with respect to the CEPF Civil Society Tracking Tool (CSTT), ([English](#), [Spanish](#)), threats reduction for biodiversity conservation, and promotion of gender equity and attention to vulnerable groups, and to include a specific component responding to these needs, where relevant.

Projects can be national or regional in scope within the eligible geographies.

Table 1. Eligible Strategic Directions and Investments Priorities

Strategic Directions and Investment Priorities	Guidance
<p>1. Improve the protection and management of 33 priority sites for long-term sustainability.</p> <p>1.1 Strengthen the legal protection of priority sites.</p> <p>1.2 Prepare and implement participatory management plans that support broad stakeholder collaboration.</p> <p>1.3 Assess climate change impacts and integrate climate change adaptation into management plans and their implementation responses to protect ecosystem functions and build resilience.</p> <p>1.4 Eradicate, control, or prevent the spread of invasive plants and animals affecting globally threatened species populations at priority sites.</p>	<p>All proposals under Strategic Direction 1 must:</p> <ul style="list-style-type: none"> a) mitigate priority threats to biodiversity in the target KBAs (see the list below); and b) demonstrably benefit the KBA trigger species listed in Appendix 4 of the Ecosystem Profile. <p>CEPF has a particular interest in addressing the following threats: over-exploitation of biological resources; habitat destruction and fragmentation due to agricultural/ aquaculture, urban, tourism and industrial/commercial development; predation and competition by invasive alien (and other problematic) species; and, increasingly, climate change/severe weather events.</p> <p>Grantees will be asked to use BirdLife International’s Important Bird Area (IBA) monitoring framework, adapted to apply to all vertebrate groups and plants to measure the reduction of threats at the site level.</p> <p>This tool allows for the assessment of threats, compilation of data on targeted species, collection of information on institutions or other entities associated with the site and activities undertaken at the KBA.</p> <p>CEPF will only support activities in nearshore marine ecosystems related to terrestrial ecosystems and KBA trigger species, such as through ridge-to-reef approaches; activities in offshore marine ecosystems will not be eligible for support.</p> <p>CEPF will not fund academic research, but it will support focused, applied data gathering for management, testing management responses and investigating climate/ ecosystem interactions to improve management to mitigate threats to the KBA and its trigger species.</p> <p>CEPF will not fund major construction or capital investments.</p>

Strategic Directions and Investment Priorities	Guidance
<p>2. Increase landscape-level connectivity and ecosystem resilience in seven priority corridors.</p> <p>2.1 Prepare and support the implementation of participatory local and corridor-scale land-use and watershed management plans to guide future development and conservation efforts.</p> <p>2.2 Support sustainable livelihoods in agriculture, fisheries, forestry, and nature tourism that enhance ecosystem resilience and landscape-level connectivity and deliver gender-equitable benefits to maintain the functionality of priority sites.</p> <p>2.3 Promote the adoption and scaling up of conservation best practices in those enterprises compatible with conservation to promote connectivity and ecosystem services in the corridors.</p>	<p>Strategic Direction 2 targets corridor or landscape-level activities only. <i>CEPF has a particular interest in supporting activities at the corridor or landscape-level under this call.</i></p> <p>Activities supported under Strategic Direction 2 must result in the strengthened management of biodiversity within production landscapes.</p> <p>A production landscape is defined as a site outside a protected area where commercial agriculture, forestry or natural product exploitation occurs. For example, shade-grown coffee and cacao farms can harbor significant biodiversity and would benefit from strengthened management of that biodiversity.</p> <p>For an area to be considered as having "strengthened management of biodiversity," it can benefit from a wide range of interventions such as best practices and guidelines implemented, incentive schemes introduced, sites/products certified, and sustainable harvesting regulations introduced.</p> <p>Activities under this strategic direction must occur in one of the following six conservation corridors:</p> <ol style="list-style-type: none"> i. Massif de la Selle – Sierra de Bahoruco – Hoya de Enriquillo Basin Binational Corridor (Dominican Republic side only) ii. Cordillera Central iii. North Coast Forest Cockpit Country-Black River Great Morass-Central Spinal Forest iv. Surrey Country Corridor v. Iyanola - Castries and Dennery Waterworks Reserve and Marquis-Mandele Protected Landscape vi. St. Vincent Mountain Range <p>All corridor-level activities must have a demonstrable link to the functionality and ecosystem services of priority sites (see Table 2) and their trigger species and must explicitly contribute to reducing threats to the priority KBAs.</p>

Strategic Directions and Investment Priorities	Guidance
<p>3. Safeguard priority Critically Endangered and Endangered species.</p> <p>3.1. Prepare and implement conservation action plans for priority Critically Endangered and Endangered species.</p> <p>3.2. Identify climate impacts and develop and implement management plans in response to climate change impacts on priority Critically Endangered and Endangered species.</p> <p>3.3. Support assessments of high priority plant families to update national lists and the IUCN Red List of Threatened Species and develop conservation action plans</p>	<p>CEPF investment in species conservation will target globally threatened single-island endemic species occurring in <i>at least one priority site</i> (see Table 2).</p> <p>Please refer to Appendix 9 of the ecosystem profile for the full list of priority species; only species occurring in Antigua & Barbuda, The Bahamas, the Dominican Republic, Jamaica, Saint Lucia, and St. Vincent & the Grenadines are eligible for support under this call.</p> <p>CEPF has a particular interest in supporting the implementation of conservation action plans developed under a previous CEPF grant.</p> <p>Assessments of high-priority plant families will only be supported if linked with the preparation and implementation of species conservation action plans.</p> <p>Species conservation plans should be developed following the Guidelines for Species Conservation Planning prepared by the IUCN Species Survival Commission’s Species Conservation Planning Sub-Committee. The guidelines can be found at the following link: https://portals.iucn.org/library/sites/library/files/documents/2017-065.pdf</p> <p>Species action plans must be institutionalized into management plans or local conservation plans. Applications under this strategic direction are strongly encouraged to leverage co-funding.</p>
<p>4. Improve the enabling conditions for biodiversity conservation in countries with priority sites.</p> <p>4.3 Establish and strengthen sustainable financing mechanisms.</p>	<p>Within Strategic Direction 4, CEPF’s focus during the current call is on supporting sustainable financing mechanisms.</p> <p>Sustainable financing mechanisms under Investment Priority 4.3 include but are not limited to, conservation trust funds, debt-for-nature swaps, payment for ecosystem service (PES) schemes, and other revenue, fee or tax schemes that generate long-term funding for conservation.</p> <p>Activities under these two investment priorities of Strategic Direction 4 must be implemented in the conservation corridors and priority sites listed in Table 2.</p>
<p>5. Support Caribbean civil society to conserve biodiversity by building local, national and regional institutional capacity and fostering stakeholder collaboration.</p>	<p>Training and capacity building under this component are intended to mitigate threats and result in strengthened CSO capacity as measured by the CEPF Civil Society Tracking Tool (CSTT) [English, Spanish].</p> <p>CEPF is interested in building the capacity of current grantees and organisations working in the target KBAs.</p>

Strategic Directions and Investment Priorities	Guidance
<p>5.1 Strengthen CSOs' technical knowledge and skills to implement practical, applied biodiversity conservation actions through short-term training in topics that will advance the implementation of projects that support CEPF priorities based on a CSO training assessment and strategy.</p> <p>5.2 Strengthen the administrative, financial, fundraising and project management capacity of strategic CEPF civil society partners to implement biodiversity conservation programs and activities.</p> <p>5.3 Support local, national and regional information exchange, networking, mentorship, and coalition building among civil society organizations.</p>	<p>Please note:</p> <ul style="list-style-type: none"> • There must be evidence of demand for training and capacity building activities. • Training activities and capacity building activities must support and complement the portfolio of CEPF grants in implementation. See Appendix A. <p>Training and capacity building Academic degree or diploma programs are not eligible for support by CEPF. Proposals can be submitted by consortia, but one organization must be the lead applicant.</p> <p>The topics of particular interest under this call for proposals are:</p> <p>Institutional</p> <ul style="list-style-type: none"> • Communication for conservation • Conservation leadership, including for youth/young professionals • Financial management and project planning for community organizations • Fundraising and resource mobilization • Integrating gender into conservation organizations and actions • Managing environmental and social risks • Monitoring and evaluation for management of protected areas • Project design and proposal writing • Stakeholder approaches • Strategic planning <p>Technical for Threats Mitigation</p> <ul style="list-style-type: none"> • Adaptive management • Climate change and conservation/integrating climate change responses into protected area management • Conservation finance • Eco-tourism in protected areas • Evidence-based conservation practice, policy and management planning • Ecosystem-based adaptation planning • Forest fire prevention and response strategies • Invasive alien species (IAS) control and eradication • Management and conservation action planning, including threat assessment. <p>Proposals can be submitted for funding to support the following activities (not mutually exclusive):</p> <ul style="list-style-type: none"> • Development and delivery of new courses or adapting existing training courses. This could include face-to-face courses, e-learning courses, blended approaches or stand-alone content such as video/podcast.

Strategic Directions and Investment Priorities	Guidance
	<ul style="list-style-type: none"> • Activities that share best practice and knowledge exchange, encourage networking among CEPF grantees and groups working in the priority KBAs, including exchanges, peer learning cohorts, and mentorship arrangements. <p>CEPF has a strong interest in actions and approaches for threats mitigation and CSO capacity building that:</p> <ul style="list-style-type: none"> • result in lasting knowledge transfer to countries, e.g., through the training of trainers and the preparation of supporting reference material, • combine theory with hands-on practical approaches, and • integrate follow-up support and mentoring into the training package to consolidate knowledge transfer and learning. <p>Training and capacity-building activities must:</p> <ul style="list-style-type: none"> • integrate monitoring and evaluation tools and indicators to measure the short-term change in skills and knowledge, • be developed and delivered at the appropriate level for the target audience, • target both men and women, and • demonstrate cost-effectiveness (coherence, detail and clarity between actions proposed and budgeted resources). <p>Networking and capacity building</p> <p>CEPF will support CSO networking at national, sub-regional or regional levels. CEPF will support actions that strengthen or revitalize existing networks or the establishment of networks, particularly where there is evidence of a need or gap that can be filled through a network approach.</p> <p>Networks can be formal or informal groups or alliances.</p> <p>In all cases, sustainability beyond CEPF funding will be an important consideration. Grants can be used to help networks develop sustainability mechanisms.</p> <p>Networks and networking supported under this strategic direction must support the CEPF investment strategy and collective learning and/or action that build capacity and cooperation in strategic areas of importance, including tourism and mining development, invasive species, climate change, site base conservation, policy and legislation.</p>

Proposed projects must support one of the five strategic directions in Table 1. Even if actions contribute to more than one strategic direction, you must identify the primary strategic direction under which the project falls.

Crosscutting concerns for CEPF include:

- **Climate change:** Building resilience in the face of climate change is another important objective for CEPF. Applicants should identify how climate change is affecting or could affect their proposed activity and objectives and identify how they plan to integrate climate change within their projects to ensure that all results are resilient to climate change.
- **Gender and vulnerable groups:** CEPF is committed to integrating equity for gender and vulnerable groups into its projects. Applicants should design projects that include gender equity and are responsive to the needs of vulnerable groups in the achievement of their conservation impacts.

Proposed activities must observe all relevant environmental and social standards, as set out in the Environmental and Social Management Framework (PDF – 2.2 MB) for the CEPF Caribbean Hotspot Project.

Civil society organizations working at one or more priority sites will develop a project biodiversity monitoring framework based on the [global Important Bird Area monitoring framework](#).

See Appendix B for more information on eligibility criteria.

ELIGIBLE GEOGRAPHIC AREAS

This call for LOIs is focused only on the priority corridors and sites in the eligible countries for small grants shown in Tables 2 and large grants shown in Table 3.

A map of eligible sites and corridors (large and small grants) is shown in Appendix C.

Table 2. Priority Corridors and Sites for Small Grants (Strategic Directions 1, 2, 3, 4 & 5)

CEPF Priority Corridor	CEPF Priority Sites – Small Grants	Country
-	<ul style="list-style-type: none"> • ATG-5 North East Marine Management Area and Fitches Creek Bay 	Antigua and Barbuda
-	<ul style="list-style-type: none"> • ATG-6 Redonda 	Antigua and Barbuda
-	<ul style="list-style-type: none"> • BHS-2 Andros Blue Holes National Park 	The Bahamas
-	<ul style="list-style-type: none"> • BHS-12 Exuma Cays Land and Sea Park 	The Bahamas
-	<ul style="list-style-type: none"> • DOM-4 Monumento Natural Cabo Samaná 	Dominican Republic
-	<ul style="list-style-type: none"> • DOM-20 Parque Nacional Los Haitises 	Dominican Republic
Cordillera Central	<ul style="list-style-type: none"> • DOM-13 Parque Nacional Parque Nacional Dr. Juan Bautista Pérez Rancier (Valle Nuevo) • DOM-23 Parque Nacional Montaña La Humeadora • DOM-34 Reserva Científica Ébano Verde 	Dominican Republic

CEPF Priority Corridor	CEPF Priority Sites – Small Grants	Country
Massif de la Selle – Sierra de Bahoruco – Hoya de Enriquillo Basin Binational Corridor	<ul style="list-style-type: none"> • DOM-16 Parque Nacional Jaragua • DOM-18 Parque Nacional Lago Enriquillo e Isla Cabritos • DOM-24 Parque Nacional Sierra de Bahoruco • DOM-34 Refugio de Vida Silvestre Monumento Natural Miguel Domingo Fuerte (Bahoruco Oriental) 	Dominican Republic
Surrey County Corridor	<ul style="list-style-type: none"> • JAM-2 Blue and John Crow Mountains Protected National Heritage and surroundings 	Jamaica
-	<ul style="list-style-type: none"> • JAM-22 Portland Bight Protected Area 	Jamaica
North Coast Forest Cockpit Country-Black River Great Morass-Central Spinal Forest	<ul style="list-style-type: none"> • JAM-5 Catadupa • JAM-7 Cockpit Country • JAM-13 Litchfield Mountain- Matheson’s Run • JAM-20 Peckham Woods 	Jamaica
-	<ul style="list-style-type: none"> • JAM-8 Dolphin Head 	Jamaica
Iyanola - Castries and Dennery Waterworks Reserve and Marquis-Mandele Protected Landscape	<ul style="list-style-type: none"> • LCA-2 Castries and Dennery Waterworks Reserve and Marquis • LCA-4 Mandele Protected Landscape 	Saint Lucia
-	<ul style="list-style-type: none"> • LCA-6 Pointe Sables 	Saint Lucia
-	<ul style="list-style-type: none"> • VCT-1 Chatham Bay, Union Island 	Saint Vincent & the Grenadines
Saint Vincent Central Mountain Range	<ul style="list-style-type: none"> • VCT- 3 Cumberland Forest Reserve 	Saint Vincent & the Grenadines

Table 3. Priority Sites and Corridors for Large Grants (Strategic Directions 1, 2, 3, 4 & 5)

CEPF Priority Sites – Large Grants	Country
<ul style="list-style-type: none"> • BHS-2 Andros Blue Holes National Park 	The Bahamas
<ul style="list-style-type: none"> • BHS-12 Exuma Cays Land and Sea Park 	The Bahamas
<ul style="list-style-type: none"> • DOM-16 Parque Nacional Jaragua 	Dominican Republic
<ul style="list-style-type: none"> • DOM-18 Parque Nacional Lago Enriquillo e Isla Cabritos 	Dominican Republic

CEPF Priority Sites – Large Grants		Country
• DOM-19 Parque Nacional Los Haitises		Dominican Republic
• DOM23 Parque Nacional Sierra de Bahoruco (southern zone)		Dominican Republic
• DOM26 Parque Nacional Dr. Juan Bautista Pérez Rancier (Valle Nuevo) (southern zone)		Dominican Republic
• JAM-2 Blue and John Crow Mountains Protected National Heritage and surroundings		Jamaica
• JAM-5 Catadupa		Jamaica
• JAM-7 Cockpit Country		Jamaica
• JAM-13 Litchfield Mountain- Matheson’s Run		Jamaica
• JAM-20 Peckham Woods		Jamaica
• JAM-8 Dolphin Head		Jamaica
• LCA-2 Castries and Dennery Waterworks Reserve and Marquis		Saint Lucia
• LCA-4 Mandele Protected Landscape		Saint Lucia
• VCT-1 Chatham Bay, Union Island		Saint Vincent & the Grenadines
• VCT- 3 Cumberland Forest Reserve		Saint Vincent & the Grenadines
CEPF Priority Conservation Corridors – Large Grants (Strategic Direction 2 only)		
Cordillera Central	<ul style="list-style-type: none"> • DOM-13 Parque Nacional Parque Nacional Dr. Juan Bautista Pérez Rancier (Valle Nuevo) • DOM-23 Parque Nacional Montaña La Humeadora • DOM-34 Reserva Científica Ébano Verde 	Dominican Republic
Massif de la Selle – Sierra de Bahoruco – Hoya de Enriquillo Basin Binational Corridor	<ul style="list-style-type: none"> • DOM-16 Parque Nacional Jaragua • DOM-18 Parque Nacional Lago Enriquillo e Isla Cabritos • DOM-24 Parque Nacional Sierra de Bahoruco • DOM-34 Refugio de Vida Silvestre Monumento Natural Miguel Domingo Fuerte (Bahoruco Oriental) 	Dominican Republic
Surrey County Corridor	• JAM-2 Blue and John Crow Mountains Protected National Heritage and surroundings	Jamaica

CEPF Priority Sites – Large Grants		Country
North Coast Forest Cockpit Country-Black River Great Morass-Central Spinal Forest	<ul style="list-style-type: none"> • JAM-5 Catadupa • JAM-7 Cockpit Country • JAM-13 Litchfield Mountain- Matheson’s Run • JAM-20 Peckham Woods 	Jamaica
Iyanola - Castries and Dennery Waterworks Reserve and Marquis-Mandele Protected Landscape	<ul style="list-style-type: none"> • LCA-2 Castries and Dennery Waterworks Reserve and Marquis • LCA-4 Mandele Protected Landscape 	Saint Lucia
Saint Vincent Central Mountain Range	<ul style="list-style-type: none"> • VCT- 3 Cumberland Forest Reserve 	Saint Vincent & the Grenadines

ELIGIBLE APPLICANTS

Non-governmental organizations, community groups, universities and private enterprises may apply for funding. Individuals must work with civil society organizations to develop applications rather than apply directly.

To qualify for a CEPF grant, the applicant must not be a government agency or institution. Government-owned enterprises or institutions are eligible only if they can establish that they:

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

Applicants based outside of the eligible countries may submit an LOI as long as the project deliverables are focused on the conservation need within a priority corridor or site in Table 2.

Joint projects with other organizations are eligible, with one lead organization submitting the application and project partners with clear roles stated in the application.

BUDGET AND TIMEFRAME

This call covers funding for small and large grants:

- Small grants are between US\$5,000 and US\$50,000. The RIT expects small-grant projects under this call to be contracted and start implementation between March and May 2024.

- Large grants are defined as greater than US\$50,000. CEPF decides on the amount to be awarded based on the scope and magnitude of the conservation results expected to be achieved. CEPF expects large-grant projects under this call to be contracted and start implementation between April and June 2024.

HOW TO APPLY

All applicants should complete and submit an LOI before the deadline for submission and follow the established procedures and formats. Applications may be submitted in English or Spanish.

The deadline for the submission of LOIs is **11:59 p.m. on Monday, 27 November 2023 (Washington, D.C. time)**. You may submit your LOI before the deadline. Applications received after the deadline will not be considered for funding.

Large Grants

LOIs must be prepared and submitted via the [Conservation Grants](#) electronic portal. CEPF will not accept LOIs via email or any other mechanism.

If you have not previously used ConservationGrants, you will need to [register for a new account](#). If you encounter any technical difficulties with ConservationGrants, please email conservationgrants@conservation.org.

Small Grants

Applicants for small grants must prepare their LOIs in a Word template in [English](#) or [Spanish](#) and submit them to the RIT through this [online form](#).

Table 4. Step-by-step Instructions for Applying for Large and Small Grants

<p style="text-align: center;">Large Grants (>US\$50,000)</p>	<p style="text-align: center;">Small Grants (US\$5,000 - \$50,000)</p>
<ol style="list-style-type: none"> 1. Read through all sections of this call to understand the strategic and geographic priorities. This call includes recommendations and links to additional information. 2. LOIs for large grants must be prepared and submitted through the ConservationGrants electronic portal open for this call. 3. Applicants must register in advance in ConservationGrants. We strongly recommend initiating your proposal well before the deadline to familiarize yourself with the system. 4. Submit your LOI and supporting documentation by the deadline of 	<ol style="list-style-type: none"> 1. Read through all sections of this call to understand the strategic and geographic priorities. This call includes recommendations and links to additional information. 1. LOIs for small grants must be prepared in a Word template that can be downloaded in English or Spanish. 2. Once you have completed your LOI in the Word template, you should submit it through this online form. 3. <ul style="list-style-type: none"> • If you cannot enter data in the form, you must log in with a Google/Gmail account.

<p align="center">Large Grants (>US\$50,000)</p>	<p align="center">Small Grants (US\$5,000 - \$50,000)</p>
<p>11:59 p.m. on Monday, 27 November 2023 (Washington, D.C. time).</p> <p>5. You will receive an acknowledgement confirming that your submission through ConservationGrants has been accepted. CEPF will not accept LOIs submitted by post, email or any other mechanism.</p> <p>6. Questions about the application process should be sent by email to cepf@cepf.net. For technical issues in registering for the ConservationGrants portal, please contact conservationgrants@conservation.org</p> <p>7. The CEPF Secretariat will inform you of the result of the evaluation of your LOI by email.</p> <p>8. If your application is successful, the CEPF Secretariat will invite you to prepare a full project proposal. Detailed instructions for preparing the project proposal will be provided in the invitation letter.</p>	<ul style="list-style-type: none"> • If you do not have a Google/Gmail account, you can register here to create one. <p>4. Submit your LOI and supporting documentation, through the online form, before the submission deadline of 11:59 p.m. on Monday, 27 November 2023 (Washington, D.C. time).</p> <p>5. Once we receive your LOI, the RIT will send a confirmation email. Note that no printed LOIs or LOIs sent via email will be accepted.</p> <p>6. Questions about the application process should be sent by email to caribbeanrit@canari.org</p> <p>7. The result of the evaluation of your LOI will be communicated by email by the RIT.</p> <p>8. If your application is successful, the RIT will request that you provide additional information (e.g., a financial risk assessment form, a security screening form, a World Bank debarred entity screening form, environmental and social instruments) before signing a contract for a small grant.</p>

Informational Webinar for Prospective CEPF Applicants in the Caribbean Islands

CEPF and the RIT will host an informational webinar for prospective applicants on

Thursday, 2 November 2023, from 10:00 a.m. – 12:30 p.m. (Washington, D.C. time)
[Register for the 2 November 2023 prospective applicants’ webinar](#)

LOI Preparation Workshops

CEPF and the RIT will host two workshops on preparing CEPF letters of inquiry (LOIs) for large and small grants as follows:

Preparing your large grant LOI – Thursday, 16 November 2023, from 10.30 a.m. - 12.30 p.m. (Washington D.C. time)
[Register for the 16 November 2023 workshop on large grant LOIs](#)

Preparing your small grant LOI - Thursday, 16 November 2023, from 2.30 p.m. - 4.30 p.m.
(Washington D.C. time)

[Register for the 16 November 2023 workshop on small grant LOIs](#)

SELECTION AND AWARD PROCESS

All applicants will receive notification following the review of their LOI.

Large-grant applicants whose LOIs receive a positive review will be invited to submit a full proposal through [ConservationGrants](#). Full proposals that receive a positive review will lead to the award of a grant between Conservation International, as the host of the CEPF Secretariat, and the applicant organization (the "grantee"). Grants will be denominated in United States dollars and grant agreements will be in English.

Small-grant applicants whose LOIs receive a positive review will be advised of the application finalization process by the RIT. Small-grant LOIs that receive a positive review will lead to the award of a grant between CANARI and the applicant organization (the "grantee"). Grants will be denominated in United States dollars, and grant agreements will be in English.

Both small and large grants are awarded on a competitive basis. Eligible LOIs will be reviewed by the CEPF Secretariat, the RIT, a regional advisory committee and other external technical reviewers when necessary. The evaluation will be conducted according to the following technical and strategic criteria:

1. **Strategic importance:** How well does the project contribute to achieving the priorities of the CEPF investment strategy of the ecosystem profile? (35 points)
2. **Project approach and methodology:** Are the project approach and methodology likely to achieve the project's stated objectives and (where applicable) contribute strongly to sustainable conservation outcomes? (20 points)
3. **Applicant capacity:** Does the applicant have the capacity and experience to implement this project effectively and efficiently, given its scale and complexity? (15 points)
4. **Potential to strengthen Caribbean civil society capacity:** Will the project help to strengthen Caribbean civil society organizations? (10 points)
5. **Sustainability:** Will the project results be sustained beyond the phase of CEPF funding? (10 points)
6. **Budget:** Is the proposed funding request commensurate and reasonable given the project's scale, objectives and likely cost of the work? (10 points)

REFERENCE MATERIALS

All applicants are advised to review the ecosystem profile for the Caribbean Islands Biodiversity Hotspot, which provides more detail on the types of activities CEPF will fund under each investment priority.

Ecosystem Profile

- [English](#) (PDF - 16.6 MB)
- [Spanish](#) (PDF - 18.1 MB)

Ecosystem Profile Summary

- [English](#) (PDF - 3.3 MB)
- [Spanish](#) (PDF - 4.1 MB)

Gender

To learn more about how CEPF addresses gender in the projects it supports, visit the [CEPF and Gender webpage](#).

For information on what CEPF seeks in a proposal see: [CEPF Gender Fact Sheet](#) (PDF – 318 KB).

For help in designing, implementing and evaluate gender-aware projects, see: CEPF Gender Toolkit in [English](#), [PDF – 351 KB] and [Spanish](#) [PDF - 375 KB]

Additional Resources

- [Before You Apply](#)
- [12 Tips for Getting Your Grant Idea Funded](#)
- CEPF Gender Toolkit [English](#), [PDF – 351 KB] and [Spanish](#) [PDF - 375 KB]
- [ConservationGrants Frequently Asked Questions](#)
- [Environmental and Social Management Framework for the CEPF Caribbean Hotspot Project](#) (PDF – 2.2 MB)
- [RIT Project Page](#)
- [RIT Call for Proposals Page](#)
- [How to open an account in ConservationGrants for a large grant](#) (Video in English)
- [How to submit a letter of inquiry for a CEPF small grant, Caribbean Islands](#) (Video in English)
- [How to submit a letter of inquiry for a CEPF small grant Caribbean Islands](#) (PDF in English)

CONTACT

Before applying, ***applicants are strongly encouraged to discuss project ideas***, eligibility and alignment with the specific priorities for this call for proposals and ***to attend one of the proposal development workshops listed above***. Please contact the CEPF Caribbean Regional Implementation Team (RIT) at caribbeanrit@canari.org. Members of the RIT are available for one-on-one consultations throughout the call period.

- Nicole Brown, RIT Manager
- Liliana Betancourt, Country Coordinator, Dominican Republic
- Simone Lee, Country Coordinator, English-speaking Caribbean
- Lehome Johnson, Small Grants Coordinator

Appendix A. CEPF Phase II Portfolio of Projects

Critical Ecosystem Partnership Fund (CEPF) Caribbean Islands Biodiversity Hotspot Phase II project listing

Strategic Direction 1: Improve the protection and management of 33 priority sites for long-term sustainability

Grantee: Caribbean Coastal Area Management Foundation (C-CAM)

Amount: US\$388,483.58

Grant term: July 2022 - June 2025 (36 months)

Project Title: Management Planning and Implementation in the Portland Bight Protected Area, Jamaica

Summary Actions: The project will strengthen management of the Portland Bight Protected Area to mitigate threats through the updating of the management and zoning plan, preparation and implementation of species conservation action plans, control of invasive alien species, stakeholder engagement in management actions and monitoring, and institutional strengthening of the Caribbean Coastal Area Management Foundation.

Grantee: Fundación José Delio Guzmán

Amount: US\$209,892.12

Grant term: July 2022 - June 2024 (24 months)

Project Title: Reducing Threats in Valle Nuevo National Park, Dominican Republic

Summary Actions: The project will focus on management actions at the Valle Nuevo National Park (Parque Nacional Dr. Juan Bautista Pérez Rancier) for threats mitigation and species conservation through strengthening protected areas management capacity, promoting ecotourism, preparing and implementing species conservation action plans, habitat restoration, community engagement and fire control.

Grantee: Sociedad Ornitológica de la Hispaniola (SOH)

Amount: US\$434,625.22

Grant term: July 2022 - June 2024 (24 months)

Project Title: Enhancing management to mitigate threats in Sierra de Bahoruco and Bahoruco Oriental KBAs, Dominican Republic

Summary Actions: The project will strengthen the management of the Sierra de Bahoruco and Bahoruco Oriental (Refugio de Vida Silvestre Monumento Natural Domingo Fuerte) protected areas and their buffer zones to mitigate threats. It will also build management capacity, develop bird-friendly coffee demonstration plots and promote ecotourism, as well as prepare and implement species conservation action plans and establish a stakeholder management committee and community extension.

Grantee: Jamaica Environment Trust (JET)

Amount: US\$47,143.71

Grant term: January 2023 – January 2024 (13 months)

Project Title: Climate Change Assessment and Adaptation Plan for Cockpit Country, Jamaica

Summary Actions: The project will lay the groundwork for future engagement by the Southeast Cockpit Country Local Forest Management Community (SELFMC) and surrounding communities in biodiversity monitoring and conservation in the Cockpit Country Protected Area, through the preparation of a local adaptation plan. This plan will complement the larger participatory management strategy being developed by the National Environment and Planning Agency (NEPA).

Grantee: Environmental Awareness Group (EAG)

Amount: US\$393,385.39

Grant Term: May 2023 - April 2026 (36 months)

Project Title: Accelerating Locally Led Conservation Action in Antigua and Barbuda

Summary Actions: This project will safeguard habitats and their global threatened species in the North East Marine Management Area and Redonda Key Biodiversity Areas (KBAs) through community management and sustainable financing. It will support the development of sustainable financing mechanisms for KBA management and NGO operations, species conservation action planning and implementation, biosecurity monitoring for invasive alien species, biodiversity monitoring, ecotourism development and institutional strengthening.

Grantee: Instituto Dominicano de Desarrollo Integral (IDDI)

Amount: US\$215,224.18

Grant Term: July 2023 - January 2025 (18 months)

Project Title: Management Planning and Implementation in Parque Nacional Montaña La Humeadora, Dominican Republic

Summary Actions: This project will strengthen management of and reduce agricultural encroachment into Parque Nacional Montaña La Humeadora by updating of the park's management plan, supporting agroforestry in buffer zone communities, preparing species conservation action plans, building ecotourism capacity, and strengthening park guard capacity.

Grantee: Fundación para el Mejoramiento Humano (Fundación PROGRESSIO)

Amount: US\$49,473.00

Grant Term: July 2023 - June 2024 (12 months)

Project Title: Update of the Management Plan for the Ebano Verde Scientific Reserve, Dominican Republic

Summary Actions: The project will strengthen the management of the Ébano Verde Scientific Reserve by updating the protected area's management plan, preparing a zoning plan, and developing a 10-year strategic management framework and a one-year operational plan. The project will also carry out an analysis of women's participation in social and economic activities in and around the protected area and build the capacity of local stakeholders to engage in management and oversight of the protected area.

Grantee: International Iguana Foundation (IIF)

Amount: US\$49,996.00

Grant Term: July 2023 - June 2025 (24 months)

Project Title: Improve Invasive Species Management to protect the Jamaican Rock Iguana, Hellshire Hills, Portland Bight Protected Area, Jamaica

Summary Actions: The project will support the protection of biodiversity within the dry forest ecosystem of the Hellshire Hills, Portland Bight Protected Area in Jamaica by working to minimise the threat of invasive alien species to the critically endangered Jamaican Rock Iguana.

Grantee: Saint Lucia National Trust (SLNT)

Amount: US\$50,000.00

Grant term: January 2023 – December 2023 (12 months)

Project Title: Establishing the enabling environment for sustainable management of the PSEPA, Saint Lucia

Summary Actions: The project will support the preparation of a draft national protected areas policy for Saint Lucia as well as the updating of the Pointe Sable Environmental Protection Area (PSEPA) management plan (2020 – 2030) and a complementary sustainable financing strategy for the KBA. The project will also strengthen the organisational capacity of the SLNT for improved sustainable management of, and income generation within, the PSEPA.

Grantee: Fundación De Apoyo Al Suroeste (FUNDASUR)

Amount: US\$49,964.00

Grant Term: October 2023 – September (24 months)

Project Title: Promotion of Participatory Management of the Miguel Domingo Fuerte Natural Monument Wildlife Refuge (Bahoruco Oriental), Dominican Republic

Summary Actions: Strengthen the management of the Padre Miguel Domingo Fuertes Natural Monument in the Dominican Republic through the preparation of a management plan for the protected area. The plan will include zoning of the protected area with considerations for the land use and the current legislative framework.

Strategic Direction 2: Increase landscape-level connectivity and ecosystem resilience in seven priority corridors

Grantee: Fondazione AVSI

Amount: US\$70,695.00

Grant term: January 2023 – April 2024 (15 months)

Project Title: Promoting conservation through Beekeeping in Sierra de Bahoruco National Park, Dominican Republic

Summary Actions: The project will mitigate and reduce threats to the biodiversity of the Sierra de Bahoruco National Park, by promoting beekeeping for sustainable livelihoods, creating buffer zone communities and reforesting 10 hectares with native trees to trigger a “payments for ecosystems services” scheme to benefit local communities.

Grantee: Northern Cockpit Country Local Forest Management Committee Benevolent Society
Amount: US\$47,022.00
Grant Term: June 2023 - May 2024 (12 months)
Project Title: Maintaining Biodiversity Through Sustainable Livelihoods and Environmental Awareness in Northern Cockpit Country, Jamaica

Summary Actions: The project seeks to address the threats of deforestation, forest fires and illegal logging impacting the Linton Park Mountain Forest Reserve within the Cockpit Country Protected Area, Jamaica. The project will build capacity for community-based forest management, strengthen the Local Forest Management Committee and improve community awareness of forest conservation.

Strategic Direction 3: Safeguard priority Critically Endangered and Endangered species

Grantee: International Union for Conservation of Nature and Natural Resources (IUCN)
Amount: US\$112,626.15
Grant term: July 2022 - June 2024 (24 months)
Project Title: Conservation action planning of selected threatened conifers and palm species in the Dominican Republic

Summary Actions: The project will prepare two species action plans for 18 palm and conifer species and build the capacity of local botanists by supporting field surveys, conducting Red Listing planning and training, and supporting outreach and technical assistance for integrating the action plans into management plans of three protected areas.

Grantee: BirdsCaribbean
Amount: US\$49,986.00
Grant term: December 2022 – November 2024 (24 months)
Project Title: Developing a Conservation Action Plan for the Endangered Whistling Warbler in the Cumberland Forest Reserve and the Central Mountain Range, St. Vincent

Summary Actions: The project will develop a conservation action plan to monitor, track and manage the Whistling Warbler, an endemic endangered bird species found in the Cumberland Forest Reserve and the Central Mountain Range of St. Vincent. Field surveys will be conducted to collect data on the species and inform the preparation of the plan.

Grantee: Re:wild
Amount: US\$336,614.05
Grant term: March 2023 – March 2026 (36 months)
Project Title: Call to Action: Conservation Action Plans for Endangered Caribbean Species

Summary Actions: The project will support the preparation and implementation of conservation action plans for 10 Endangered and Critically Endangered amphibian, bird, plant and reptile species in Antigua & Barbuda, the Bahamas, Jamaica, Saint Lucia and St. Vincent & the Grenadines. It will also support baseline field research, stakeholder and species action planning and implementation, capacity building, networking and knowledge exchange, monitoring and evaluation, and fundraising.

Grantee: Durrell Wildlife Conservation Trust (DWCT)

Amount: US\$241,833.71

Grant term: April 2023 – April 2026 (36 months)

Project Title: Conserving the Saint Lucia racer and strengthening regional capacity for racer conservation

Summary Actions: The project will support the conservation of three threatened reptilian species through funding ex-situ conservation of the Saint Lucia Racer, capacity building and networking between practitioners working on racer conservation in Antigua and Saint Lucia, and biosecurity monitoring and habitat enhancement on four islands in Saint Lucia.

Grantee: International Union for Conservation of Nature and Natural Resources (IUCN)

Amount: US\$147,105.94

Grant Term: June 2023 – December 2024 (19 months)

Project Title: Preparing Conservation Action Plans for Jamaica's Threatened Plants

Summary Actions: This project will prepare conservation action plans dedicated to conserving 100 threatened plant species in priority Key Biodiversity Areas of Jamaica. It will support data compilation on plants, training of Jamaican botanists, global Red Listing, and preparation, approval and dissemination of action plans, working in close collaboration with Jamaican civil society and government authorities.

Grantee: The Peregrine Fund

Amount: US\$166,668.24

Grant Term: August 2023 – February 2025 (18 months)

Project Title: Conservation Action Planning and Implementation for Ridgway's Hawk, Dominican Republic

Summary Actions: This project will increase the population of the Critical Endangered Ridgway's Hawk in Los Haitises National Park to serve as a stronghold source population for reintroduction efforts across Hispaniola. This grant supports components dedicated to preparing a ten-year species conservation action plan, managing 125 -150 pairs of Ridgway's Hawks, and environmental outreach and capacity development targeting 10 communities.

Strategic Direction 4: Improve the enabling conditions for biodiversity conservation in countries with CEPF priority sites

Grantee: Southern Trelawny Environmental Agency (STEA)

Amount: US\$50,000.00

Grant term: January 2023 – December 2023 (12 months)

Project Title: Using Nature-Based Tourism to Strengthen Biodiversity Conservation in the Cockpit Country, Jamaica

Summary Actions: The project will strengthen the STEA/Cockpit Country Adventure Tours (CCAT) eco- and community-based tourism programme that promotes the sustainable use of the Cockpit Country and offers alternative income-generating opportunities for the local communities, while maintaining the integrity of the landscape and biodiversity.

Grantee: Fitches Creek Residents Association Inc. (FCRA)

Amount: US\$49,430.00

Grant Term: July 2023 - June 2024 (12 months)

Project Title: Building a Community Constituency for Conservation of Fitches Creek Bay and the Northeast Marine Management Area, Antigua and Barbuda

Summary Actions: The project will strengthen participatory management of the Northeast Marine Management Area (NEMMA) and Fitches Creek Bay in Antigua through collaborative social accountability approaches and community and collective actions to prevent further erosion of the KBA's protective status.

Strategic Direction 5: Support Caribbean civil society to conserve biodiversity by building local, national and regional institutional capacity and fostering stakeholder collaboration

Grantee: Fauna & Flora International (FFI)

Amount: US\$249,987.06

Grant term: June 2023 – June 2025 (24 months)

Project Title: Building Caribbean civil society capacity in delivering sustainable financial strategies

Summary Actions: The project will strengthen the financial resilience of civil society organisations working at priority Key Biodiversity Areas in the Caribbean islands, with a focus on four organizations in Antigua, Saint Lucia, and St. Vincent and the Grenadines. It will also support the development and implementation of sustainable financing plans, provide training and mentoring on project design and fundraising, and promote eco-tourism products.

Appendix B. Eligibility Criteria

Proposed projects that target direct global environmental benefits and meet the following eligibility criteria are welcome:

- Project is located in the Caribbean Islands Hotspot.
- Project is located in a country that is not subject to sanctions under U.S. law or other applicable law.
- Project supports a strategic direction outlined in the Caribbean Islands Hotspot ecosystem profile and investment strategy (see Table 1).
- Applicant is authorized under relevant national laws to receive charitable contributions.
- Applicant is not a government agency or institution.

In addition, CEPF encourages proposals that demonstrate the following characteristics as relevant:

- Existence of co-financing or the ability to leverage additional funds.
- Demonstration of coordination with other organizations to reduce duplication of efforts.
- Existence of partnerships or alliances with one or more other organizations.
- Endorsements from other recognized agencies or authorities.
- Transnational or regional projects.
- Clear plans for continuation and/or replication after initial CEPF funding.
- Support to local communities in community-based or co-management activities for biodiversity conservation and actions that enhance local communities' tenure and resource use rights and facilitate equitable and sustainable economic recovery post COVID-19.

Ineligible Activities

CEPF grants cannot be used for activities on the following "negative list":

- The use of child or forced labor.
- Purchase and use of formulated products that fall in the World Health Organization classes IA and IB or formulations of products in Class II if they are likely to be used by, or be accessible to, lay personnel, farmers or others without training, equipment and facilities to handle, store and apply these products properly.
- Financing elections or election campaigning.
- Funding salaries or salary supplements of government security personnel.
- Purchase of firearms or other weapons.
- Activities that contravene local laws related to the purchase and consumption of tobacco, alcoholic beverages and other drugs.
- Manufacture of alcohol for local consumption and/or cultivation of crops for this purpose.
- Activities carried out in relation to the adjudication of lands under dispute.
- Physical resettlement of people (voluntary or involuntary).
- Purchase of land.
- Activities that have the potential to cause adverse impacts on critical habitats.
- Conversion, deforestation or degradation of natural forests or other natural habitats, including, among others, conversion to agriculture or tree plantations.
- Activities related to commercialization of illegal timber and non-timber forest products.
- Construction and/or restoration of religious buildings.

- Removal or alteration of any physical cultural heritage property (includes sites having archeological, paleontological, historical, religious or unique natural values).

Appendix C: Maps of Target KBAs and Corridors, Call for Proposals 6



