

Biodiversity and Protected Areas Management (BIOPAMA) Programme

Action Component Rapid Response Grants

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Online Information Session
12 June 2020



An initiative of the ACP Group of States financed by the European Union's 11th EDF.



From Knowledge to Action for a Protected Planet

Topics covered

- BIOPAMA overview
- RRG purpose and objectives
- Eligibility
- Defining 'emergency situation'
- Types of activities
- Budget and eligible costs
- Environmental and Social Management System
- Logical framework
- Online portal
- Proposal cycle
- Evaluation



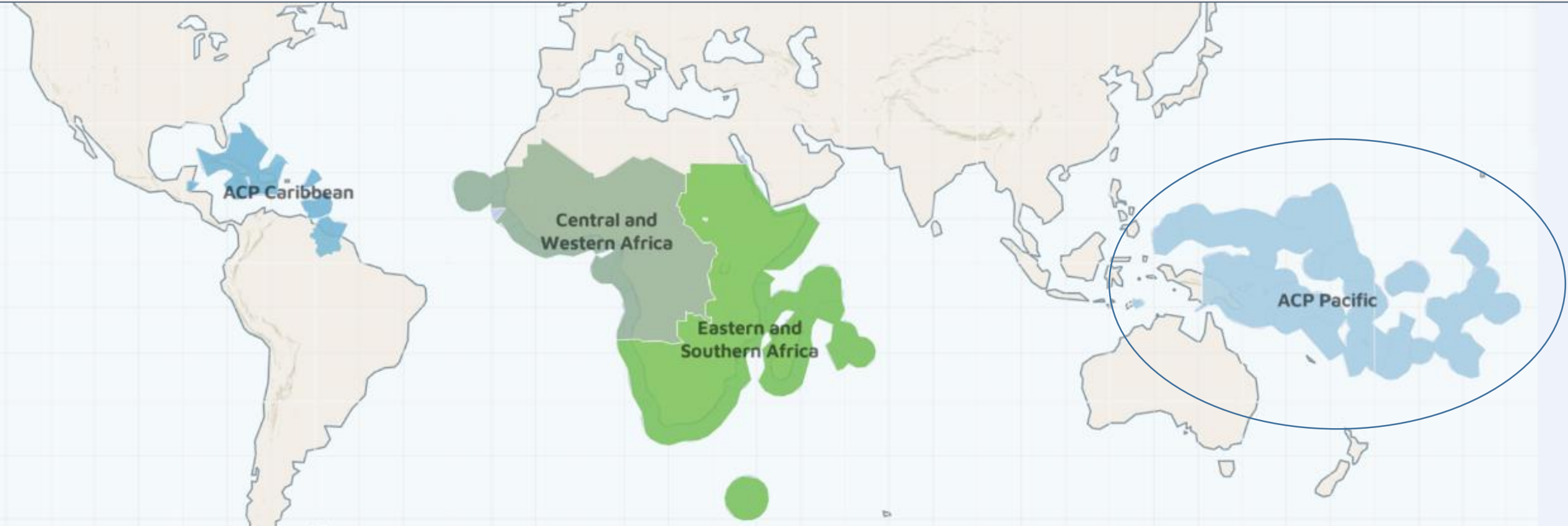
BIOPAMA (Biodiversity and Protected Areas Management)



- An initiative of the Organisation of African, Caribbean and Pacific States (OACPS) financed by the European Union's 11th European Development Fund
- A 60 million euro investment to improve the long-term conservation and sustainable use of biodiversity and natural resources
- A global partnership, combining:
 - International Union for Conservation of Nature (IUCN) protected areas and the biodiversity conservation expertise
 - Joint Research Centre of the European Commission scientific and technical knowhow
- Implemented in close collaboration with the regional, national and local actors in ACP countries
- Six year programme (2017-2023), building on the first programme phase



Locations: Africa, Caribbean and Pacific (ACP) countries



79 developing countries (including Least Developed and Small Island States)
More than 3 billion people whose livelihoods depend on the natural resources
More than half of the world's 35 biodiversity hotspots
More than 9,000 protected areas, terrestrial and marine

Regional focus – our four work areas

“Supporting partners and communities to improve the effectiveness and livelihood benefits from marine and terrestrial protected and conserved areas”



Action Component (21 million euro)



Regional protected area resource and data hub (SPREP)



Support and training

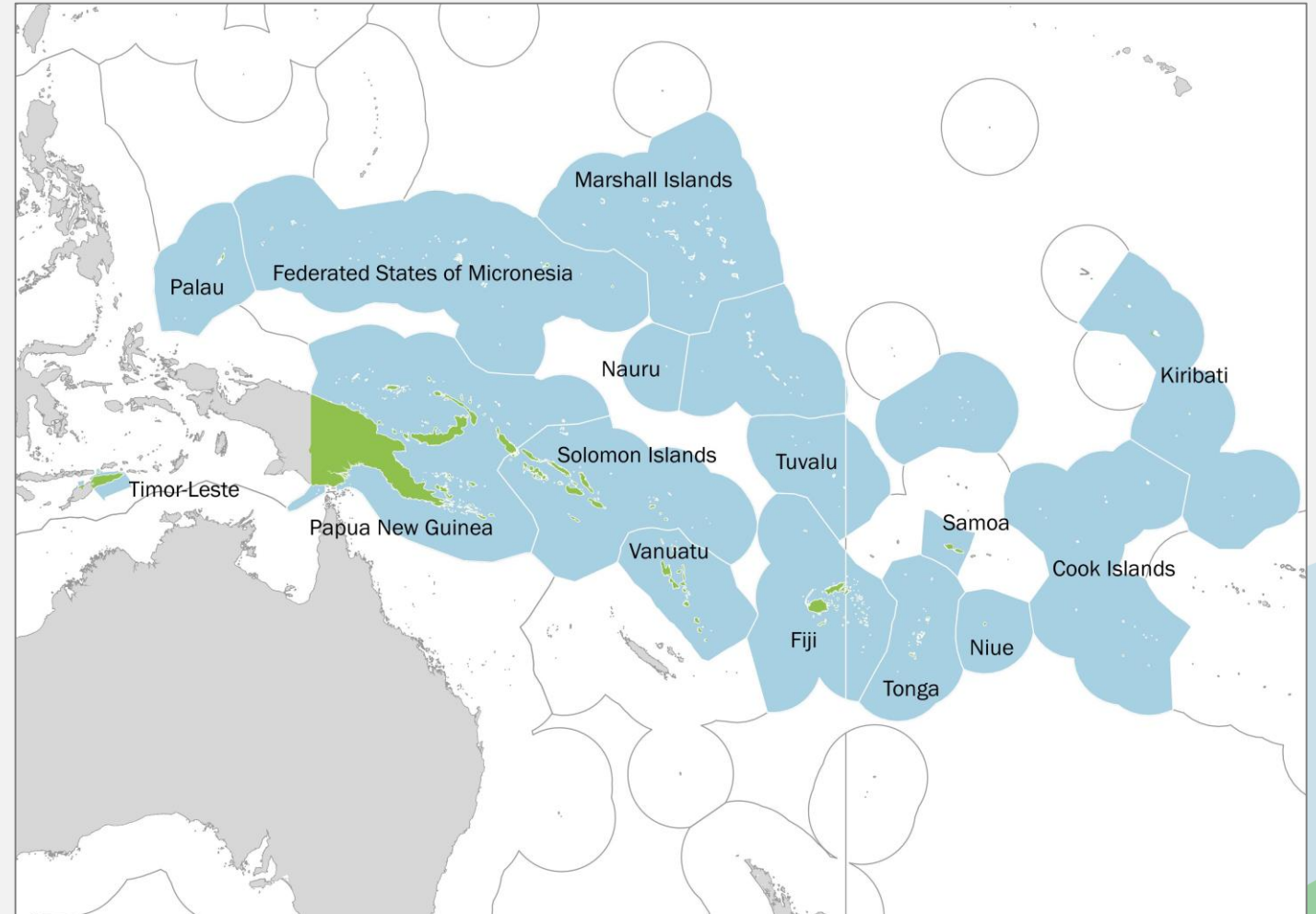


State of Protected and Conserved Area reports

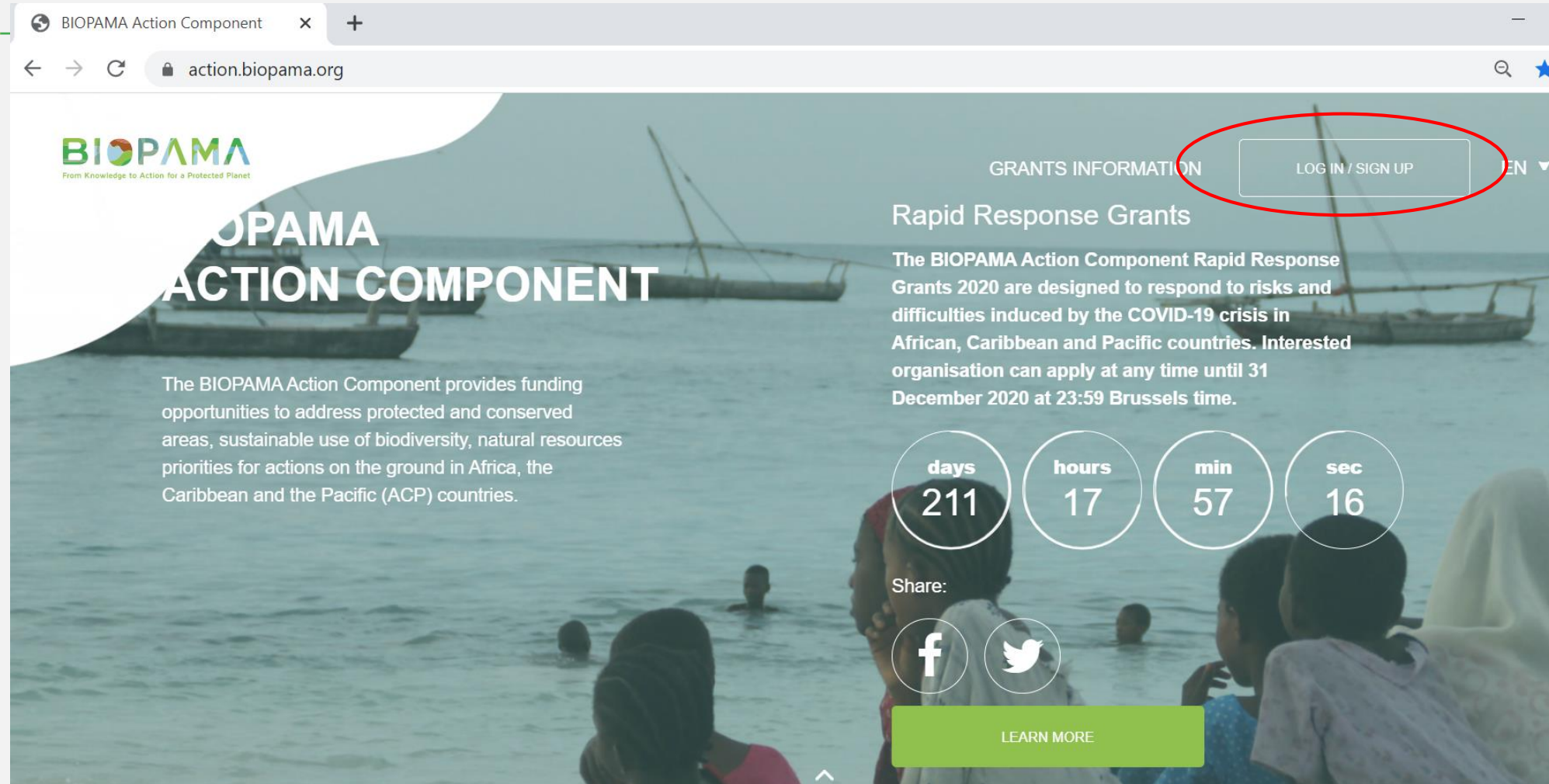
Action Component grant types

Grant type	Max. amount	Max. duration	Scale
Rapid Response Grants	\leq €50,000	12 months	Local / site level
Small Technical Grants	$>$ €50,000 and \leq €100,000	12 months	Local / site level
Medium Grants	$>$ €100,000 and \leq €400,000	36 months	National / regional

Pacific Action Component team




Action Component portal



<https://action.biopama.org/>

<https://action.biopama.org/rapid-response-grant/>

Available information



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BIOPAMA Action Component





Guidelines for Applicants

Rapid Response Grants 2020


Open-ended call until 31 December 2020, 23:59 (Brussels date and time)

(In order to convert to local time click [here](#))





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The Biodiversity and Protected Areas Management Programme (BIOPAMA) is an initiative of the ACP Group of States funded by the European Union's 11th European Development Fund.


ESMS Manual for applicants

Note:
The BIOPAMA Action Component reviews projects not only on the technical merit of the activities, but also on the potential of the project to cause unwanted negative environmental and social impacts. This is to ensure that all projects meet the IUCN overarching safeguard policy, which is operationalised via the Environmental and Social Management System (ESMS).

The ESMS risk identification and management procedure has been adapted to the needs and specifications of the BIOPAMA Action Component, and has been made an intrinsic part of the BIOPAMA project cycle management process.

This manual will guide applicants, regional teams and the Secretariat under the BIOPAMA Program through the ESMS review and risk management procedure, to ensure that environmental and social risks are effectively addressed in the design and implementation of grant-projects funded by the BIOPAMA Action Component.

This Manual should act as a guidance tool to be used to supplement IUCN's safeguard policy articulated in the IUCN Environmental and Social Management System (ESMS).



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BIOPAMA ACTION COMPONENT

The BIOPAMA Action Component provides funding opportunities to address protected and conserved areas, sustainable use of biodiversity, natural resources priorities for actions on the ground in Africa, the Caribbean and the Pacific (ACP) countries.

GRANTS INFORMATION

[LOG IN / SIGN UP](#)

EN

Rapid Response Grants

The BIOPAMA Action Component Rapid Response Grants 2020 are designed to respond to risks and difficulties induced by the COVID-19 crisis in African, Caribbean and Pacific countries. Interested organisation can apply at any time until 31 December 2020 at 23:59 Brussels time.



days
211

hours
17

min
57

sec
16

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Procurement Policy and Procedures for BIOPAMA Grant Recipients

1. PURPOSE

Prior to undertaking any purchases of goods or services with Grant funds, grant recipients are required to have institutional procurement policies in effect that are substantially at least as stringent as those listed below.

The specific procurement procedures listed in section 3 are **applicable to all goods/services procured** with BIOPAMA funds, and **must be followed in all cases**.

If the grant recipient is subject to national and/or public sector procurement rules and regulations, these must also be followed. The process followed must apply the more stringent requirements in all instances.

2. POLICY

If the implementation of an Action requires procurement by the Beneficiary(ies), the contract must be awarded to the tender offering best value for money (i.e. the tender offering the best price-quality ratio), or, in case of work or supply contracts not involving after-sales service, to the tender offering the lowest price.

Contracts must be awarded in accordance with procurement rules and procedures:

- ensuring sufficient transparency, fair competition and adequate ex-ante publicity;
- ensuring equal treatment, proportionality and non-discrimination;
- avoiding conflicts of interests throughout the entire procurement procedure.

Contracts must not be split artificially to circumvent procurement thresholds.

To this end, the rules set out in section 3 below must be followed. These lay down the minimum procedures to be followed and it is not precluded that other procedures offering more competition are used.

All purchases of services from individuals, companies or organizations, must be made on the basis of a written contract which must set forth in detail the relevant terms of the contract including, without limitation, the proposed scope of work, deliverables, amounts and terms of payment, timelines and the Parties' relative responsibilities and liabilities for non-performance.

Grant recipients must ensure that adequate insurance is obtained for the replacement value of any equipment purchased.

3. PROCUREMENT PROCEDURES

a. Purchase contracts for goods and services with a value less than EUR 20,000



Purchases of goods and services with a total contractual value of less than EUR 20,000 may be made through "single sourcing".






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	A	B	C
		 <p>BIOPAMA Action Component Indicators</p> <p>From Knowledge to Action for a Protected Planet</p>	 <p>Fond d'Action BIOPAMA Indicateurs</p> <p>From Knowledge to Action for a Protected Planet</p>
		EN Common Indicators for BIOPAMA AC funded project monitoring and evaluation	FR : Indicateurs communs pour suivi et évaluation des projets financés par le fonds d'action BIOPAMA
1		GOVERNANCE	
2		IG01.1 # of PCAs where governance has been clarified thanks to BIOPAMA AC project.	IG01.1 # d'APCs où la gouvernance a été clarifiée grâce au projet du FA BIOPAMA.
3		IG01.2 Area concerned in Km2	IG01.2 Aire concernée en Km2
4		IG02.1 # of PCAs where civil society, stakeholders and rights-holders with appropriate opportunities to participate in management planning, processes and actions.	IG02.1 # d'APCs où la société civile, les parties prenantes, les justiciables bénéficient d'opportunités appropriées dans la planification, la gestion et processus et actions grâce au projet du FA BIOPAMA.
5		IG02.2 # of stakeholders involved during the implementation of BIOPAMA AC projects.	IG02.2 # de parties prenantes impliquées pendant la mise en œuvre du projet du FA BIOPAMA.
6		IG02.3 # of Communities/people involved during the implementation of BIOPAMA AC projects.	IG02.3 # de communautés/personnes impliquées pendant la mise en œuvre du projet du FA BIOPAMA.
7		IG03.1 # of PCAs better recognizing indigenous rights thanks to BIOPAMA AC project.	IG03.1 # d'APCs reconnaissant davantage les droits des populations indigènes grâce au projet du FA BIOPAMA.
8		IG03.2 # of indigenous people concerned.	IG03.2 # de peuples indigènes concernés.
9		IG04.1 # of stakeholders involved during the implementation of BIOPAMA AC project.	IG04.1 # de parties prenantes impliquées pendant la mise en œuvre du projet du FA BIOPAMA.
10		IG04.2 # of BIOPAMA AC projects supporting gender equity through improvement of governance arrangements.	IG04.2 # de projet du FA BIOPAMA supportant l'équité en matière de genre au travers de l'amélioration des arrangements de gouvernance.
11		IG04.3 # of communities/people concerned.	IG04.3 # de communautés/personnes concernées.
12		IG04.4 # of women concerned.	IG04.4 # de femmes concernées.
13		IG04.5 # of vulnerable communities concerned.	IG04.5 # de populations vulnérables concernées.
14		IG05.1 # of PCAs with gender equity improved thanks to BIOPAMA AC project.	IG05.1 # d'APCs dont l'équité en matière de genre a été améliorée grâce au projet du FA BIOPAMA.
		IG05.2 # of women.	IG05.2 # de femmes.
		IG05.3 # of young people.	IG05.3 # de jeunes, de populations vulnérables concernées.
		IG05.4 # of vulnerable communities concerned.	
		IG06.1 # of PCAs with improved accessibility to information on governance and management thanks to BIOPAMA AC project.	IG06.1 # d'APCs avec un meilleur accès aux informations relatives à la gouvernance et la gestion grâce au projet du FA BIOPAMA.
		IG06.2 Area concerned in Km2.	IG06.2 Aire concernée en Km2.
		IG06.3 # of people concerned.	IG06.3 # de communautés/personnes concernées.
		IG07.1 # of PCAs with improved accessibility to info on decision-making today and negotiation thanks to BIOPAMA AC project.	IG07.1 # d'APCs avec un meilleur accès aux info relatives aux organes de prise de décision et réglementations grâce au projet du FA BIOPAMA.
		IG07.2 Area concerned in Km2.	IG07.2 Aire concernée en Km2.
		IG07.3 # of communities.	IG07.3 # de communautés/personnes concernées.
		IG07.4 # of people concerned.	
		IG08 # of PCAs with improved grievance management thanks to BIOPAMA AC project.	IG08 # d'APCs dont le système de gestion des plaintes/doléances a été amélioré grâce au projet du FA BIOPAMA.
		IG09.1 # of PCAs with improved participatory planning and decision-making thanks to BIOPAMA AC project.	IG09.1 # d'APCs dont le processus participatif en matière de planification et de prise de décision a été amélioré grâce au projet du FA BIOPAMA.
		IG09.2 Area concerned in Km2.	IG09.2 Aire concernée en Km2.
		IG09.3 # of communities.	IG09.3 # de communautés ou personnes concernées.
		IG09.4 # of people concerned.	
		IG010.1 # of PCAs with improved legal customary compliance mechanisms thanks to BIOPAMA AC project.	IG010.1 # d'APCs dont les mécanismes légaux de respect des cadres coutumiers ont été améliorés grâce au projet du FA BIOPAMA.
		IG010.2 Area concerned in Km2.	IG010.2 Aire concernée en Km2.
		IG010.3 # of communities concerned.	IG010.3 # de communautés concernées.
		IG010.4 # of indigenous people concerned.	IG010.4 # de peuples indigènes concernés.

Purpose of the Rapid Response Grant

To respond to risks and difficulties for priority areas and surrounding communities induced by COVID-19

Examples of risks and difficulties include:

- reallocation of budget at the national level
- reduction of budget for protected areas
- economic consequences for staff
- health and security for staff
- reduced incomes from ecotourism
- economic consequences for local community livelihoods
- health and security of local communities
- environmental crimes

 Applicants should respond to emergency situations needing rapid action, rather than proposing action on long-standing issues

Specific objectives of the Rapid Response Grant

Enhanced management and governance of protected or conserved areas

Increased resilience to major shocks and recovery of the protected and conserved areas including sustainable/innovative funding planning

Maintained livelihoods and/or enhanced resilience of local communities to major shocks caused by the COVID pandemic, whilst effectively contributing to protected areas management

 Only one of these can be selected in your application form

Rapid Response Grant snapshot

RRG round: €2 million ➡ all regions

Grants of up to €50,000

No co-financing required

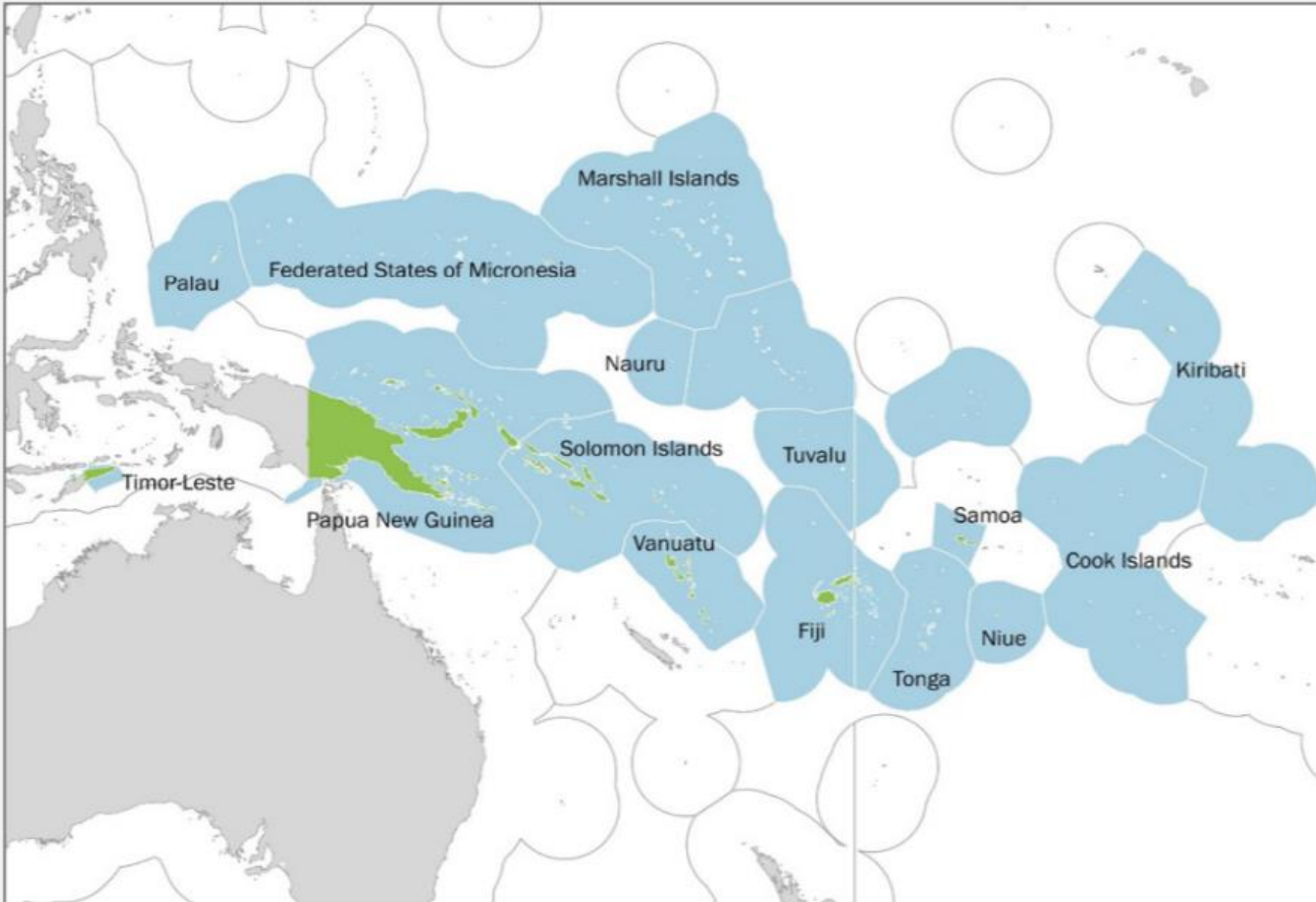
Maximum 12 months

Single stage process – applicants must submit a full proposal

Apply through the Action Component Portal

Submit any time before: 31 December 2020 at 23:59 Brussels date and time

Geographic criteria



- Cook Islands
- Fiji
- FSM
- Kiribati
- Marshall Islands
- Nauru
- Niue
- Palau
- Papua New Guinea
- Samoa
- Solomon Islands
- Timor-Leste
- Tonga
- Tuvalu
- Vanuatu

Who is eligible?

Must be:

- a public or private legal entity
- registered as a separate legal entity in an ACP country
- already involved* in the management, governance and community livelihoods of the targeted priority area
- directly responsible for preparing and managing the grant project, not acting as an intermediary

** Or provide a support letter from the management authority*

Who is eligible?

Must not be:

- a beneficiary of a grant funded by the EU (including EDF funds) for the same activities
- an individual or sole trader

Who is eligible?

- Governments – national, state, provincial, local
- National and local NGOs
- Community-based organisations
- Regional organisations
- International organisations*
- Registered protected and conserved areas (incl ICCAs)
- Small-medium for-profit enterprises

** Extra restrictions for OECD-based organisations*

Location criteria

Activities must take place within priority areas in wider conservation seascapes and landscapes where their importance is justified by 'diagnostic tools' or strategic documents

e.g. protected or conserved area, community conservation area, key biodiversity areas, marine managed areas, proposed protected or conserved areas



Conflict of interest

BIOPAMA consortium organisations are **not eligible** for funding:
IUCN Secretariat, EC-JRC, SPREP

Grants will not be awarded to entities whose staff includes an individual currently employed by, or closely related (i.e. immediate family) to an employee of IUCN, EC-JRC, or SPREP

IUCN member organisations are eligible to apply for grants provided they fulfil the eligibility criteria and can show their legal and structural independence from the IUCN Secretariat

 *Check page 5 of the Guidelines for exclusion criteria*

Requirements for co-applicants

Lead applicant: main contact point and bears responsibility for implementing the project

Co-applicant: must satisfy the same eligibility criteria and support lead applicant to implement the project



Limits on applications and grants

An organisation may submit up to two proposals as lead applicant and/or co-applicant per call per region

But applicants can only be awarded one RRG as a lead applicant

Entities that have been awarded a Medium Grant or a Small Technical Grant as lead applicant cannot be awarded a BIOPAMA Rapid Response Grant

Activities must...

- Be consistent with the RRG objectives
- Address emergencies from the COVID-19 pandemic
- Achieve tangible results in the field within one year of fund transfer
- Comply with Environmental and Social Management System
- Share project information and data with the BIOPAMA Regional Observatories and Reference Information System
- Be cost-efficient and sustainable
- Be of practical field application and time-limited

Defining an 'emergency situation'

To be eligible, actions must address an emergency situation or enhanced threat to biodiversity or community livelihood due to the COVID-19 pandemic

Ongoing issues even if they require urgent action are not the target of the RRG

Criteria for 'emergency situation'

1. **Urgency:** How recently has the threat emerged or worsened due to COVID-19?
2. **Time sensitivity:** Will there be a measurable conservation benefit if activities start quickly rather than in several months or years?
3. **Duration and reversibility of impact:** Does the threat have the potential to cause long-lasting negative impact to the biodiversity value of the priority area or the community livelihood?

 We will prioritise activities with co-benefits beyond conservation

Examples of eligible activities

- Anti-poaching operations
- Participatory patrolling and monitoring
- Supporting sustainable livelihoods
- Involve young professionals or vulnerable groups
- Enhancing resilience and recovery of priority areas
- Enhancing community resilience to major shocks
- Avoiding changes to PCA status
- Training
- Management or governance assessments
- Economic or social analyses

 *Check page 6 of the Guidelines for more details*

Ineligible activities

- Purchasing land or involuntary resettlement of people
- Activities on indigenous peoples' lands or territories without free, prior and informed consent
- Activities on land contested by local communities or indigenous people
- Activities that negatively affect physical cultural resources and their access and use, including those important to local communities
- Removing or altering any physical cultural property (includes sites with archaeological, paleontological, historical, religious, or unique natural values)
- Activities significantly affecting vulnerable groups within local communities, indigenous peoples or where these communities, vulnerable groups, indigenous people have not provided their broad support for the project activities
- Activities that include procuring, handling, storing and using unlawful pesticides

 *Check page 8 of the Guidelines for more details*

Financials

No co-financing required

Must show you have sufficient financial and operational capacity to implement the project

Budget can use real costs or 'simplified cost' option

Management fee of 7%

Cannot provide financial support to third parties through sub-grants

Eligible costs

- Human resources
- Travel
- Purchase of vehicles, equipment and supplies
- Local office costs
- Other costs and services

 Purchases must align with BIOPAMA Procurement Policy and national procurement regulations, if applicable

Ineligible costs

- Debts and debt service charges (interest)
- Provisions for losses or potential future liabilities
- Costs declared by the beneficiary(ies) and financed by another action or work programme
- Land or building purchases
- In-kind contributions
- Currency exchange losses
- Credit to third parties
- Government salaries, unless new activities
- Costs leading to personal or private profit

 Renting or leasing is not eligible

Budget spreadsheet – tab 1 budget

1	1. BIOPAMA II - Budget for Rapid Response Grant ¹ - All categories of the budget are based on reimbursement of actual costs Simplified Costs Option where appropriate and/or on combination thereof.	Project proposal ² n°XXXX	Period of implementation ³ dd/mm/yyyy - dd/mm/yyyy			Justification of the costs - describe the nature of cost and its calculation
	Costs	Unit	# of units	Unit value (in EUR)	Total Cost (in EUR) ⁴	
2						
3	1. Personnel costs ⁵ - SIMPLIFIED COST OPTION ALLOWED⁶					
4	Salaries (gross salaries including social security charges and other related costs, local staff)					
5	1.1. <Insert the position description> <Insert % full time equivalent>	Per month/day/hour		€	-	
6	1.2. <Insert the position description> <Insert % full time equivalent>	Per month/day/hour		€	-	
7	1.3. <Insert the position description> <Insert % full time equivalent>	Per month/day/hour		€	-	
8	1.4. <Insert the position description> <Insert % full time equivalent>	Per month/day/hour		€	-	
9	1.5. <Insert the position description> <Insert % full time equivalent>	Per month/day/hour		€	-	
10	Subtotal Personnel costs			€	-	
11						
12	2. Travel and subsistence					
13	2.1. International travel	Per unit		€	-	
14	2.2. Local travel	Per unit		€	-	
15	2.3. Per diems for missions/travel - SIMPLIFIED COST OPTION ALLOWED⁶	Per unit		€	-	
16	2.4. Other accommodation/subsistence costs	Per unit		€	-	
17	Subtotal Travel and subsistence			€	-	
18						
19	3. Vehicles, equipment and supplies for the project					
20	3.1 Purchase of vehicles. <insert description>	Per vehicle		€	-	
21	3.2 Purchase of equipment. <insert description>	Per unit		€	-	
22	3.3 Purchase of machines, tools. <insert description>	Per unit		€	-	
23	3.4 Purchase of spare parts/supplies/materials. <insert description>	Per unit		€	-	
24	3.5 Other (please specify)	Per unit		€	-	
25	Subtotal Vehicles, equipment and supplies for the project			€	-	

Page 1

Budget spreadsheet – tab 2 budget example

A		B	C	D	E	F
1. BIOPAMA II - Budget for Rapid Response Grant ¹ - All categories of the budget are based on reimbursement of actual costs Simplified Costs Option where appropriate and/or on combination thereof.		Project proposal ² n°XXXX	Period of implementation ³ 01/07/2020 - 30/06/2021			Justification of the costs - describe the nature of cost and its calculation
Costs		Unit	# of units	Unit value (in EUR)	Total Cost (in EUR) ⁴	
1. Personnel costs ⁵ - SIMPLIFIED COST OPTION ALLOWED ⁶						
Salaries (gross salaries including social security charges and other related costs, local staff)						
1.1. Monitoring officer 50% FTE		Per month	6	1,000.00	€ 6,000.00	Monitoring Officer, 50%, will be responsible for tracking the activities and measuring project impacts. 50% time allocated to the project: 50% x 12 months = 6 months. Unit value is gross monthly salary of employee plus employer's charges.
1.2. Community rangers		Per ranger/patrol	360	25.00	€ 9,000.00	10 rangers 3 patrols per month. 10 x 3 x 12. Unit value is a payment to one ranger by patrol.
1.3. <Insert the position description> <Insert % full time equivalent>		Per month/day/hour			€ -	
1.4. <Insert the position description> <Insert % full time equivalent>		Per month/day/hour			€ -	
1.5. <Insert the position description> <Insert % full time equivalent>		Per month/day/hour			€ -	
Subtotal Personnel costs					€ 15,000.00	
2. Travel and subsistence						
2.1. International travel		Per unit			€ -	
2.2. Transportation of rangers teams		Per unit	36	10.00	€ 360.00	Hire of trucks for transportation of community rangers. 3 missions x 12 months.
2.3. Rations for ranger teams		Per unit	360	5.00	€ 1,800.00	Rations for rangers on a patrol. 10 rangers x 3 patrols x 12 months.
2.4. Local accommodation for monitoring officer		Per unit	24	25.00	€ 600.00	Local accommodation for the monitoring officer 2 missions x 12 months.
Subtotal Travel and subsistence					€ 2,760.00	
3. Vehicles, equipment and supplies for the project						
3.1 Purchase of vehicles. <insert description>		Per vehicle			€ -	
3.2 Kits for rangers		Per unit	10	50.00	€ 500.00	10 kits for community rangers.
3.3 GPS for rangers		Per unit	2	500.00	€ 1,000.00	2 new GPS devices will be needed for accurate mapping and during monitoring /patrols in the conservancy (New Model XYZ 500 EUR each)
3.4. Motobikes for community rangers		Per unit	5	800.00	€ 4,000.00	5 second-hand motobikes will bought for rangers on patrol missions.
3.5. Signposts.		Per unit	10	200.00	€ 2,000.00	Materials for the production of 10 signposts.
Subtotal Vehicles, equipment and supplies for the project					€ 7,500.00	
4. Local office - SIMPLIFIED COST OPTION ALLOWED ⁶						
4.1. Use of own vehicles		Per unit			€ -	
4.2. Office rent		Per unit	6	200.00	€ 1,200.00	Office rent contribution is requested at the rate of 50%.
4.3. Office utilities (telephone, internet, electricity, etc.)		Per unit	6	100.00	€ 600.00	Internet connection contribution is requested at the rate of 50%.

1. Budget

2. Budget example

Costing options – real costs v SCO

Real cost option

- Estimated costs are entered in the budget
- Reimbursement is based on actual costs
- Higher administrative burden during reporting - every euro of funded expenditure needs supporting documents

Simplified cost option

- Costs are agreed up front, based on evidence provided by grantee
- Agreed costs are paid based on achieving outputs
- Reduces likelihood of reporting errors
- Lower administrative burden

 Check page 10-11, and annex 6 of the Guidelines for information on 'simplified cost' option

Costing options – real costs v SCO

For submission stage, ensure your budget is as realistic and cost effective as possible

If you are short-listed, we will discuss whether you would like to use real costs or SCO for some cost types

IUCN's Environmental and Social Management System (ESMS)

All IUCN projects are screened for potential negative environmental or social impacts

IUCN'S ESMS helps identify and manage environmental and social risks of projects implemented or supported by IUCN

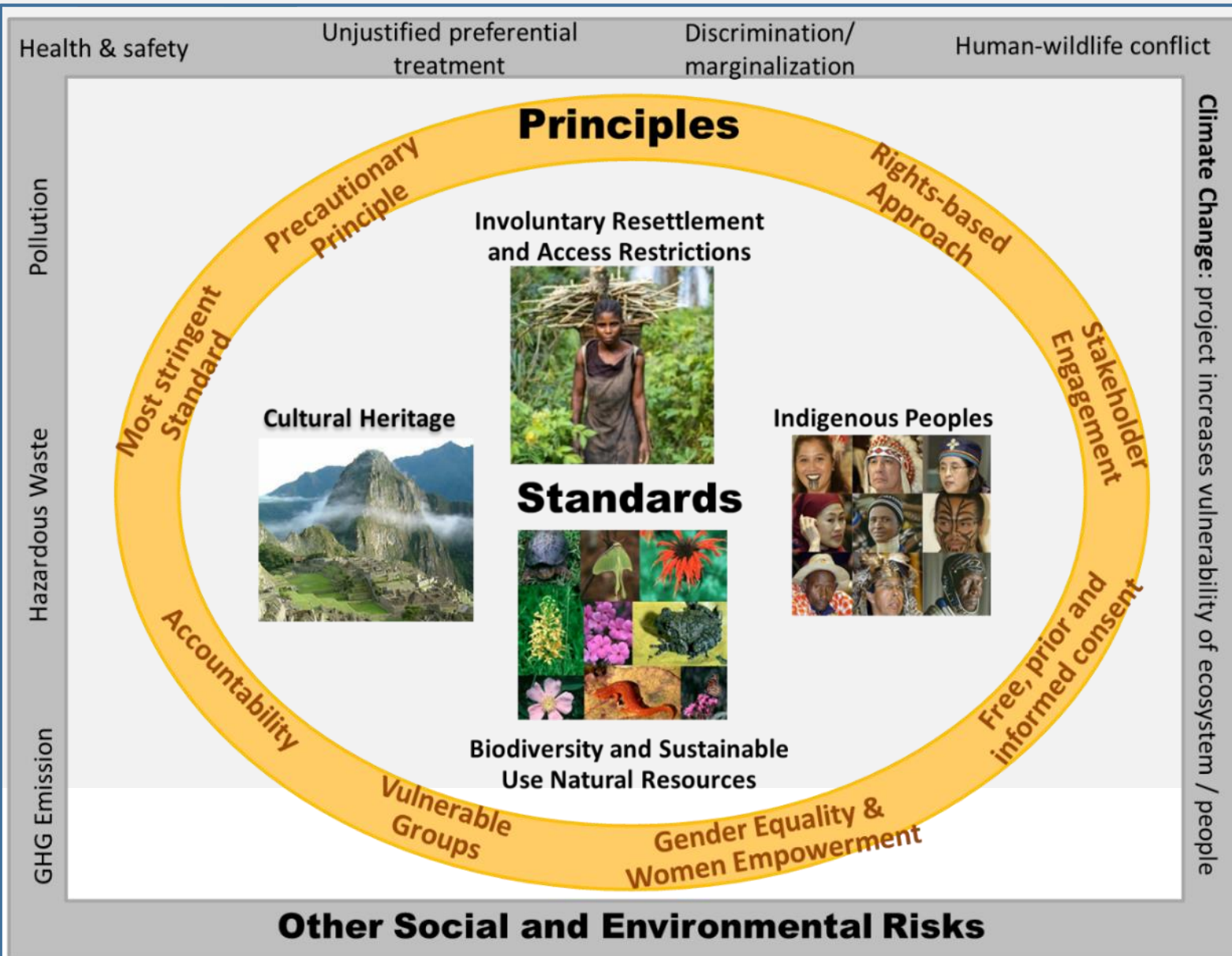


**Environmental and Social Management System
(ESMS)**

Manual

Version 2.0 – May 2016

IUCN's Environmental and Social Management System (ESMS)



IUCN'S ESMS reflects key environmental and social areas at the heart of IUCN's conservation approach

Eight overarching principles

Four standards

Answering ESMS questions

You will need to answer some ESMS questions in the application form

Short-listed proposals will be asked to fill out a full ESMS questionnaire

12) Environmental and Social Management System (ESMS)

Projects supported by BIOPAMA AC are screened for environmental and social risks. Please describe how the project will address potential issues regarding ESMS Standards and ESMS Principles by answering the following questions. Please note that if your project is selected, you will be requested to submit a full ESMS questionnaire in addition to answering the preliminary questions below in the case of confirmed risks.

1) Will the Rapid Response activities be implemented on a territory or area of an indigenous peoples?

☐ YES

Please describe the consultation held with representatives of indigenous communities and share a copy of the report or how you are planning such consultation. Explain whether assessments have been already conducted and upload a copy (max. 300 words).

☐ NO

2) Will the Rapid Response activities include enforcement of protected area regulations or include restricting access to resources?

☐ YES

Please explain whether assessments have been already conducted to understand potential impacts on the livelihoods of local communities and upload a copy. If impacts have been identified, explain how these will be mitigated (max. 300 words).

☐ NO

 The ESMS questions are compulsory and critical for assessment

Logical framework

The screenshot shows the BIOPAMA application form at the URL app.biopama.org/application/fill/4. The interface includes a top navigation bar with the BIOPAMA logo, a search icon, and a user profile for 'Clea Farrow'. A left sidebar contains navigation links: DASHBOARD, ONGOING APPLICATIONS, CURRENT GRANTS, and CLARIFICATION REQUESTS. The main content area features a progress bar with three steps: 'GENERAL INFORMATION ON THE APPLICATION', 'SIMPLIFIED PROJECT LOGICAL FRAMEWORK' (highlighted with a red oval), and 'DOCUMENT UPLOAD'. Below the progress bar, the 'SIMPLIFIED PROJECT LOGICAL FRAMEWORK' section is titled 'BIOPAMA Action Component Simplified Project Logical Framework for RRG'. It contains four text input fields: 'Title of the project', 'Organisation', 'General Objective (Medium or long term impact of the project)', and 'Specific Objective (Overall result expected at the end of the project)'. Below these fields is a table with four columns: 'Expected results', 'Indicator(s)', 'Target/baseline', and 'Means of verification'. A green button labeled '+ ADD RESULT' is positioned below the table. At the bottom of the form, there are three buttons: 'SAVE PROGRESS', 'PREVIOUS STEP', and 'NEXT STEP'.

BIOPAMA

app.biopama.org/application/fill/4

English Clea Farrow

GENERAL INFORMATION ON THE APPLICATION

SIMPLIFIED PROJECT LOGICAL FRAMEWORK

DOCUMENT UPLOAD

BIOPAMA Action Component Simplified Project Logical Framework for RRG

Title of the project

Organisation

General Objective (Medium or long term impact of the project)

Specific Objective (Overall result expected at the end of the project)

Expected results	Indicator(s)	Target/baseline	Means of verification
------------------	--------------	-----------------	-----------------------

+ ADD RESULT

SAVE PROGRESS

PREVIOUS STEP

NEXT STEP

 See page 7-9 of the application form for guidance on the log frame and an example on page 23 of the Guidelines

What you need to submit



Annex 1: Rapid Response Grant application template (Please insert here the reference number of your application)

This application form has to be completed and uploaded on the [BIOPAMA AC portal](#). The application should be concise but address all requirements¹.

1) General information

1.	Title:	Insert title of the action to be funded
2.	Region ² :	Insert targeted ACP region
3.	ACP ³ Country:	Insert targeted ACP country name
4.	Priority Area targeted:	Insert name
5.	Duration (12 months maximum):	Insert number of months
6.	Total funding requested:	Enter amount in Euros € (maximum 50 000 €)
7.	BIOPAMA Rapid Response Grants objective to which the project and its activities will contribute: (only one can be selected)	<input type="checkbox"/> Enhanced management and governance of protected or conserved areas; <input type="checkbox"/> Increased resilience to major shocks and recovery of the protected and conserved areas including sustainable/innovative funding planning; <input type="checkbox"/> Maintained livelihoods and/or enhanced resilience of local communities to major shocks caused by COVID pandemic, whilst effectively contributing to protected areas management.
8.	The project addresses COVID-19 related emergency	<input type="checkbox"/> Yes <input type="checkbox"/> No

¹ Equivalent to 10 pages maximum in a Microsoft Word document

² West Africa, Central Africa, Eastern Africa, Southern Africa, Caribbean, Pacific.

³ The ACP countries eligible to the BIOPAMA Action Component encompass 78 countries (in alphabetical order): Angola - Antigua and Barbuda - Belize - Cape Verde - Comoros - Bahamas - Barbados - Benin - Botswana - Burkina Faso - Burundi - Cameroon - Central African Republic - Chad - Congo (Brazzaville) - Congo (Kinshasa) - Cook Islands - Côte d'Ivoire - Djibouti - Dominica - Dominican Republic - Eritrea - Ethiopia - Fiji - Gabon - Gambia - Ghana - Grenada - Republic of Guinea - Guinea-Bissau - Equatorial Guinea - Guyana - Haiti - Jamaica - Kenya - Kiribati - Lesotho - Liberia - Madagascar - Malawi - Mali - Marshall Islands - Mauritania - Mauritius - Micronesia - Mozambique - Namibia - Nauru - Niger - Nigeria - Niue - Palau - Papua New Guinea - Rwanda - St. Kitts and Nevis - St. Lucia - St. Vincent and the Grenadines - Solomon Islands - Samoa - Sao Tome and Principe - Senegal - Seychelles - Sierra Leone - Somalia - South Africa* - Sudan - South Sudan - Suriname - Swaziland - Tanzania - Timor - Togo - Tonga - Trinidad and Tobago - Tuvalu - Uganda - Vanuatu - Zambia - Zimbabwe

*While natural and legal persons established in South Africa are eligible to participate in procedures financed by the 10th/11th EDF, South Africa cannot be a beneficiary of contracts financed by the 10th/11th EDF.

**Transboundary activities involving South Sudan are eligible.

- General information (portal)
- Application form (word)
- Log frame (portal)
- Budget (excel)
- Due diligence questionnaire (word)
- Applicant declaration (word)
- Supporting documents

	A	B	C	D	E	F
1.	BIOPAMA II - Budget for Rapid Response Grant ¹ - All categories of the budget are based on reimbursement of actual costs	Project proposal ² n°XXXX	Period of implementation ³ dd/mm/yyyy - dd/mm/yyyy			Justification of the costs - describe the nature of cost and its calculation
1.	Simplified Costs Option where appropriate and/or on combination thereof.	Unit	# of units	Unit value (in EUR)	Total Cost (in EUR) ⁴	
	Costs					
2.						
3.	1. Personnel costs ⁵ - SIMPLIFIED COST OPTION ALLOWED ⁶					
4.	Salaries (gross salaries including social security charges and other related costs, local staff)	Per month/day/hour			€ -	
5.	1.1. <insert the position description> <insert % full time equivalent>	Per month/day/hour			€ -	
6.	1.2. <insert the position description> <insert % full time equivalent>	Per month/day/hour			€ -	
7.	1.3. <insert the position description> <insert % full time equivalent>	Per month/day/hour			€ -	
8.	1.4. <insert the position description> <insert % full time equivalent>	Per month/day/hour			€ -	
9.	1.5. <insert the position description> <insert % full time equivalent>	Per month/day/hour			€ -	
10.	Subtotal Personnel costs				€ -	
11.						
12.	2. Travel and subsistence					
13.	2.1. International travel	Per unit			€ -	
14.	2.2. Local travel	Per unit			€ -	
15.	2.3. Per diems for missions/travel - SIMPLIFIED COST OPTION ALLOWED ⁶	Per unit			€ -	
16.	2.4. Other accommodation/subsistence costs	Per unit			€ -	
17.	Subtotal Travel and subsistence				€ -	
18.						
19.	3. Vehicles, equipment and supplies for the project					
20.	3.1. Purchase of vehicles. <insert description>	Per vehicle			€ -	
21.	3.2. Purchase of equipment. <insert description>	Per unit			€ -	
22.	3.3. Purchase of machines, tools. <insert description>	Per unit			€ -	
23.	3.4. Purchase of spare parts/supplies/materials. <insert description>	Per unit			€ -	
24.	3.5. Other (please specify)	Per unit			€ -	
25.	Subtotal Vehicles, equipment and supplies for the project				€ -	
26.						
27.	4. Local office - SIMPLIFIED COST OPTION ALLOWED ⁶					
28.	4.1. Use of own vehicles	Per unit			€ -	
29.	4.2. Office rent	Per unit			€ -	
30.	4.3. Office utilities (telephone, internet, electricity, etc.)	Per unit			€ -	
31.	Subtotal Local office				€ -	

Page 1

Online portal – general information on the application

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From Knowledge to Action for a Protected Planet

DASHBOARD

ONGOING APPLICATIONS

CURRENT GRANTS

CLARIFICATION REQUESTS

⚙️ GENERAL INFORMATIONS ON THE APPLICATION

🔄 SIMPLIFIED PROJECT LOGICAL FRAMEWORK

📄 DOCUMENT UPLOAD

1. Title

Insert application title

2. Name of the lead applicant:

Insert name of your organisation

3. Type of organisation of the lead applicant:

SELECT THE ONE WHICH APPLIES TO YOUR ORGANISATION, SEE THE GUIDELINES FOR APPLICANTS FOR FURTHER DETAILS.

☐ National/Sub-national agencies, authorities, organisations

☐ Country-based Non-Governmental Organisations

☐ International Non-Governmental Organisations *

☐ Regional Organisations

☐ Community-based organisations

☐ Protected and conserved Areas (including ICCAs) represented by its legal representative

☐ Small socio-professional organisations (SMEs), small profit organisations (5-10 permanent staff, annual balance or turnover <€ 2 million)

*SPECIAL CONDITIONS APPLY TO OECD ORGANISATIONS. THESE ORGANISATIONS ARE ELIGIBLE IN THE CASE OF CONTRACTS THAT ARE

8. Priority Area targeted:

Insert name

9. Registration number of the PA(s):

INSERT PA(S) REFERENCE(S) IN GLOBAL AND REGIONAL INFORMATION SYSTEMS (SUCH AS WDPA ID RIS, RRIS ETC.).
IF NOT REGISTERED INSERT "NOT REGISTERED"

Insert

10. PA(s) supervisory authority:

INSERT THE NAME OF THE SUPERVISORY AUTHORITY AND UPLOAD THE LETTER OF ACKNOWLEDGEMENT AND SUPPORT FOR THE APPLICATION

Insert

Starting date

Ending date

Starting date

Ending date

12. Duration (12 months maximum):

Duration

15. BIOPAMA Action Component objective(s) to which the project and its activities will contribute: (more than one can be selected):

☐ Enhance the management and governance of priority protected areas by addressing existing limitations;

☐ Enforce the legal framework required to achieve effective biodiversity conservation in PAs;

☐ Support local communities' initiatives aiming to enhance the livelihoods of local people whilst effectively contributing to protected areas management.

16. RRG Objective(s)

☐ Enhanced management and governance of protected or conserved areas;

☐ Increased resilience to major shocks and recovery of the protected and conserved areas including sustainable/innovative funding planning;

☐ Maintained livelihoods and/or enhanced resilience of local communities to major shocks caused by COVID pandemic, whilst effectively contributing to protected areas management.

17. Emergency situation short description (100 words)

(100 words remaining)

DOES THE PROPOSAL ADDRESS AN EMERGENCY SITUATION?

Online portal – simplified project logical framework

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DASHBOARD

ONGOING APPLICATIONS

CURRENT GRANTS

CLARIFICATION REQUESTS

⚙️ GENERAL INFORMATION ON THE APPLICATION

⚙️

SIMPLIFIED PROJECT LOGICAL FRAMEWORK

📄

DOCUMENT UPLOAD

BIOPAMA Action Component Simplified Project Logical Framework for RRG

Title of the project

Organisation

General Objective (Medium or long term impact of the project)

Specific Objective (Overall result expected at the end of the project)

Expected results

Indicator(s)

Target/baseline

Means of verification

+ ADD RESULT

SAVE PROGRESS

PREVIOUS STEP

NEXT STEP

Online portal – document upload

The screenshot displays the BIOPAMA online portal interface. The browser's address bar shows the URL `app.biopama.org/application/fill/4`. The page features a green sidebar on the left with navigation links: DASHBOARD, ONGOING APPLICATIONS, CURRENT GRANTS, and CLARIFICATION REQUESTS. The main content area is titled "FILL" and contains a progress bar with three steps: "GENERAL INFORMATION ON THE APPLICATION", "SIMPLIFIED PROJECT LOGICAL FRAMEWORK", and "DOCUMENT UPLOAD". The "DOCUMENT UPLOAD" step is highlighted with a red oval. Below the progress bar, the "DOCUMENT UPLOAD" section is divided into three main parts: 1) Application template and associated documents, 2) Declaration of the applicant, and 3) Mandate of the co-applicant (if any). Each part includes a "DOWNLOAD TEMPLATE HERE TO BE COMPLETED" button and a list of documents to be uploaded, each with an "UPLOAD" button. The "ASSOCIATED DOCUMENTS" section is also present, listing additional documents to be uploaded.

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GENERAL INFORMATION ON THE APPLICATION SIMPLIFIED PROJECT LOGICAL FRAMEWORK DOCUMENT UPLOAD

1) Application template and associated documents [DOWNLOAD TEMPLATE HERE TO BE COMPLETED](#)

Upload here the completed template (PDF) [UPLOAD](#)

Upload here the consultation report (if any, PDF) [UPLOAD](#)

Upload here the CV of the staff involved in the activities implementation [UPLOAD](#)

2) Declaration of the applicant [DOWNLOAD TEMPLATE HERE TO BE COMPLETED](#)

Upload here the declaration signed (PDF) [UPLOAD](#)

3) Mandate of the co-applicant (if any) [DOWNLOAD TEMPLATE HERE TO BE COMPLETED](#)

Upload here the mandate signed (PDF) [UPLOAD](#)

ASSOCIATED DOCUMENTS:


Upload here the Articles of Incorporation, Constitution, Statutes, Government Decree, as appropriate, etc. (PDF) [UPLOAD](#)

Upload here the in-country registration certificate (if applicable, PDF) [UPLOAD](#)

Upload here the certification of tax and social security compliance (if required, PDF) [UPLOAD](#)

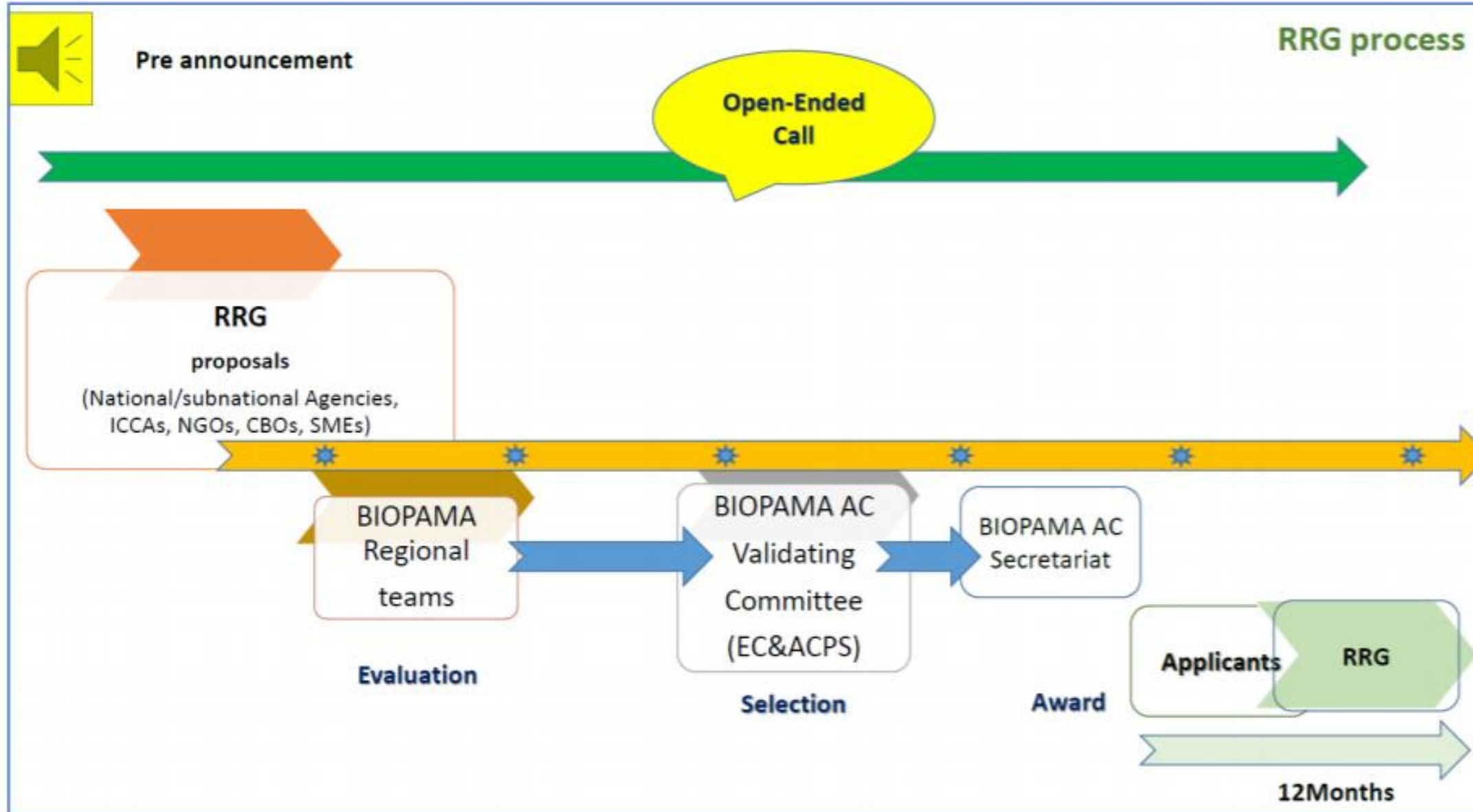
Evaluation grid

Category	Maximum points
1. Emergency	10 points
2. Technical coherence and relevance of activities	5 points
3. Technical capacity	5 points
4. Financial coherence and justification	5 points
5. Sustainability of the activities	5 points
6. Understanding of risk and responses to ESMS	5 points
Total	35 points

 Only proposals that score about the **threshold of 21** will be submitted to the BIOPAMA Action Component Validating Committee for the final award decision

 *View the full evaluation grid at Annex 5 of the Guidelines*

RRG proposal cycle



Further information

All relevant information will be published on the Action Component portal

action.biopama.org

BIOPAMA Action Component focal point:

Paul van Nimwegen
BIOPAMA Pacific Regional Coordinator
biopama.ac.info.pacific@iucn.org

Please contact us ASAP if you intend to apply!

Vinaka vakelevu!

Questions?



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The Biodiversity and Protected Areas Management Programme (BIOPAMA) is an initiative of the ACP Group of States funded by the European Union's 11th European Development Fund.