

**Call for Letters of Inquiry
Coastal Forests of Eastern Africa
Indian Ocean Islands of the United Republic of Tanzania
Mafia, Pemba, Unguja, and Related Islets**

Eligible Countries:	United Republic of Tanzania
Opening Date:	Wednesday, 24 July 2024
Closing Date:	Wednesday, 4 September 2024 11:59 p.m., Washington DC, USA
Grant Size:	Maximum value of US \$200,000

The CEPF Secretariat based at Conservation International in Arlington, Virginia, USA is accepting letters of inquiry from non-government organizations, community groups, Indigenous people's organizations, women's groups, universities, private companies, and other civil society organizations in relation to the eligible activities and geographies described below.

BACKGROUND

The [Critical Ecosystem Partnership Fund](#) (CEPF) is a joint initiative of l'Agence Française de Développement (AFD), Conservation International, the European Union (EU), Fondation Hans Wilsdorf, the Global Environment Facility, the Government of Japan and the World Bank. A fundamental goal is to ensure civil society is engaged in biodiversity conservation.

The [Coastal Forests of Eastern Africa](#) Biodiversity Hotspot extends through Somalia, Kenya, Tanzania, and Mozambique. The European Union, through AFD as fiduciary agent, is now providing strategic assistance to civil society to take targeted action for biodiversity conservation and climate change adaptation in the Western Indian Ocean, including in the Tanzania and Zanzibar portions of the hotspot. CEPF will award grants per an investment strategy described in the [Program Design \(English, PDF – 265 KB\)](#). This investment strategy is comprised of a series of strategic directions, broken down into investment priorities outlining the types of activities that are eligible for CEPF funding.

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 the CEPF Grant Director responsible for the region, Dan Rothberg, at [drothberg@cepf.net](mailto:d Rothberg@cepf.net) for clarification.

ELIGIBLE ACTIVITIES

The scope of this call is limited to the types of activities outlined in the program design. The strategy identifies three Strategic Directions and eight subordinate Investment Priorities, each aligned with illustrative targets. Competitive letters of inquiry will propose project concepts that explicitly link to this framework.

ELIGIBLE GEOGRAPHIC AREAS

Per the program design, funding is limited to projects in Mafia, Pemba, Unguja, and their nearby islets. Funding is not available for sites in mainland Tanzania. CEPF can support policy, training, and economic interventions outside of Mafia, Pemba, and Unguja to the extent that this work has a direct impact on those islands.

Competitive letters of inquiry will propose project concepts that explicitly link to provisional and confirmed terrestrial and marine key biodiversity areas on those islands.

BUDGET

The total available funding for the region is US \$850,000. CEPF expects to make between 6-10 awards with a maximum value of \$200,000. Letters of Inquiry for greater than this amount may be immediately rejected. When considering how much to request, applicants should understand that CEPF has a goal of awarding grants of a size that allow for a breadth of organizational recipients.

ANTICIPATED AWARD CALENDAR AND PROJECT TIMEFRAME

CEPF will convene an evaluation committee to review all eligible letters of inquiry. Within approximately one month, CEPF will then create a shortlist for top-ranked applicants. CEPF will invite these applicants to submit full proposals.

All shortlisted applicants will be expected to attend a proposal “master class” or engage in intensive proposal design meetings with CEPF Secretariat staff in early October in Tanzania.

Shortlisted applicants will be expected to submit one or more proposal drafts over the ensuing several weeks, leading to grant awards by late December 2024.

Applicants should anticipate projects that start by January 2025. All projects must be complete by December 2027; however, CEPF expects that based on the size of awards, projects will more likely last for roughly 24 months.

GENERAL GUIDANCE

CEPF’s fundamental goals are the conservation of biodiversity, the strengthening of civil society, improving human well-being, and improving the enabling conditions for conservation. CEPF will favor project proposals that use ecosystem-based adaptation methods to work toward these goals.

Where relevant, applicants are encouraged to submit letters of inquiry that align with or directly support the plans and initiatives of the Government of Tanzania and the Revolutionary Government of Zanzibar or to the regional and global initiatives to which they have committed.

Applicants may submit proposals in concert with other eligible partners in subordinate roles. CEPF will make individual project awards to one lead organization that acts as the primary recipient for its partners.

Applicants based outside the United Republic of Tanzania may submit a letter of inquiry if the project deliverables are focused on the conservation needs identified in the project design.

International organizations are encouraged to involve local organizations or communities as project partners, or explain how local stakeholders will be engaged as part of project implementation.

HOW TO APPLY

Applicants must respond to the call via the [ConservationGrants](#) electronic portal. CEPF will not accept letters of inquiry via email or any other mechanism.

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

SELECTION AND AWARD PROCESS

Applicants that submit letters of inquiry via ConservationGrants will automatically receive confirmation if they have properly submitted the required template within the system by the closing date.

The letter of inquiry review process will take approximately four weeks from the closing date. All applicants will receive a response from CEPF following review of their submission. The review committee will select the strongest letters of inquiry that meet the eligibility criteria.

An applicant whose letter of inquiry receives a positive review will be invited to submit a full proposal, again 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's organization (the "grantee"). Grants will be denominated in United States dollars and grant agreements will be in English.

REFERENCE MATERIALS

In addition to the [Project Design](#) document, applicants are encouraged to review relevant materials on the CEPF website. In particular, CEPF is committed to integrating gender into its portfolio. Applicants should design projects and write proposals that consider gender issues in the achievement of their conservation impacts.

CEPF has developed several resources that can help applicants to design, implement and evaluate gender-aware projects ([CEPF Gender Toolkit](#), PDF – 359 KB) and understand what CEPF seeks in a proposal ([CEPF Gender Fact Sheet](#), PDF – 352 KB). Visit the [CEPF and Gender webpage](#) to learn more about how CEPF addresses gender in the projects it supports.

The integration of gender in your project will be a factor in evaluation.

Additional resources:

- [Before You Apply](#)
- [12 Tips for Getting Your Grant Idea Funded](#)
- [CEPF Project Database](#)
- [Life Cycle of a Grant](#)
- [ConservationGrants Frequently Asked Questions](#)

EVALUATION CRITERIA

Letters of inquiry will be evaluated on the following basis.

Criteria	Points
Alignment with CEPF Program Design	40
Applicant capacity	30
Alignment with other ongoing initiatives of civil society, government, private sector, and donors	10
Expected ability to deliver results per the indicators/targets in the Program Design	10
Integration of gender in project design	5
Budget – reasonableness and relation of amount requested to project goals and applicant capacity	5
Total	100

CONTACT

Applicants may contact the CEPF Grant Director, Dan Rothberg, prior to the closing date of this announcement, at drothberg@cepf.net.

Technical questions regarding the ConservationGrants online system should be emailed to conservationgrants@conservation.org.

NOTE ON CLOSING DATE AND TIME

ConservationGrants is an online database that uses a strict electronic system for closing the period in which it will accept submissions. The ConservationGrants portal will become electronically closed to all submissions at the following time:

Washington, D.C., USA	4 September 2024	24:00
GMT	5 September 2024	04:00
Tanzania	5 September 2024	07:00