



GRANT APPLICATION PROCESS

Possible Areas of Support:

1. Community Solid Waste Management Improvement
2. Waste Water Treatment and Solid Waste Management in Schools
3. Protection of Rivers and waterways
4. Protection of Mangroves and Marine Resources
5. Environmentally Sustainable Programme e.g. Agro forestry
6. Environmental Monitoring & Enforcement
7. Training and Capacity Building
8. Environmental Awareness Programs
9. Any other community project that supports IWCAM

Important Dates to Note

1. Call for Proposal - **May 20, 2008 to June 20 2008**
2. Deadline for Expression of Interest – **May 30, 2008**
3. Deadline for submission of proposals – **June 20, 2008**
4. Duration of Grants Programme - **August 1, 2008 to April 2009**
5. Final date for Grants Approval – **July 25, 2008**

Grant Application Procedures

NGO's and CBO's within the project location (Drivers River Watershed Management Unit) may propose projects for grant support by IWCAM. The procedures for project proposal screening and approval are generally as follows:

Step 1.

The Project Proposer contacts the NEPA office in Port Antonio to collect project application form and guidelines.

Step 2.

With assistance from the Conservation Officer or other designated person/s, the proposer prepares an application form and submits this to the NEPA office, Port Antonio.

Step 3

The Project Management Unit reviews and pre-screens the application according to criteria for funding

Step 4

The application is submitted by the PMU to a Grants Selection Committee.

Step 5

The Grant Selection Committee reviews the proposal and either accepts it, rejects it, or returns it to the proposer for more information. The application form with additional information must be sent back to the Project Management Unit for further review.

Step 6

Once project is approved monies will be disbursed appropriately.

Step 7

Projects will be monitored by the Field Coordinator or other designated person/s of the IWCAM Project



Integrating Watershed and Coastal Areas Management Project (GEF/UNDP/UNEP/CEHI-IWCAM)

Grant Application Form

Possible Area of Support

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1. Basic Information

1.1 Project Title

1.2 Representative & Title _____

1.3 Name of Organization _____

1.4 Address _____

1.5 Telephone _____ **Fax** _____

1.6 Email Address _____

2. Project Information

**2.1 What do you want the project to do?
(Objectives)**_____

2.3 What are the problems to be addressed?

2.4 Where will the project be located? _____

2.5 What are the expected results?

2.6 Who will benefit from the project?

Men

Women

Children

All of the above

2.7 Are you applying for other funding for this project?

Yes

No

If Yes, Please Specify _____

2.8 Are the needed resources outside of the requested grant funding available?

2.9. a. What lasting impact do you expect the project to achieve?

2.9. b. How will this impact be sustained?

3. Brief Organizational History:

3.1 When and how was the Organization started?

3.2 List project and activities done:

3.3 Desired Date of Start up: _____

3.4 Desired Date of Completion: _____

4.0 Independent References:

e.g. Justice of the Peace, Minister of Religion, Principal or Senior Police Officer.

Name	Position	Phone Number	Email Address

SIGNATURES

A responsible officer of the organization applying for the grant must sign the Application.

On behalf of the Organization identified in Section 1, I hereby certify that this application is accurate and truthful to the best of my knowledge:

Name: _____

Title: _____

Signature: _____

Date: _____

PROJECT BUDGET

Activity	Item	Amount	Unit	Unit Cost	Total
Activity 1	Materials				
	Equipment				
	Transportation				
	Technical Services				
	Admin Cost				
	Others: Please Specify				
	1.				
	2.				
Activity 2	Materials				
	Equipment				
	Transportation				
	Technical Services				
	Admin Cost				
	Others: Please Specify				
	1.				
	2.				
	TOTAL				
	Community Support (including in-kind)				
	Other Donors				

Official Use: