
CALL FOR AN NGO SUPPORT FUNCTION FOR OPERATIONALISATION OF A COMMUNITY ADAPTATION FUND IN GICUMBI

Call Description

INTRODUCTION

Rwanda Green Fund (FONERWA) is a government institution with mandate to mobilize climate finance for funding projects and program that contribute to contributing to sustainable wealth creation and poverty reduction in Rwanda, through sustainable management of natural resources climate resilient and green economic growth.

Rwanda Green Fund is pleased to announce a call for proposals, which invites a Non-Governmental Organization (NGO) to submit a proposal to operationalize a pilot Community Adaptation Facility (CAF) as a sub program of the Green Gicumbi project.

BACKGROUND

The CAF will finance pilot landscape restoration interventions in the Gicumbi District. These will include catchment rehabilitation through reforestation, silvo-pastoralism and other watershed protection measures that have demonstrated community resilience to climate change, and develop lessons learned from the pilot to facilitate knowledge transfer and mainstreaming to districts beyond Gicumbi.

These ecosystem protection and community resilience building measures form the core focus of the four integrated components of the Green Gicumbi Project including (i) Watershed and Climate Resilient Agriculture, (ii) Sustainable Forestry and sustainable energy, (iii) Climate Resilient Settlement and (iv) Knowledge transfer and mainstreaming. The projects/sub-projects have been carefully identified to pilot CAF through access to World Bank implemented NDC Deep Dive grant financing and sustained through a market-oriented mechanism. This mechanism is a CAF model that FONERWA plans to operationalize basing on a pilot scale in Gicumbi District to inform scale up overtime, to the rest of Rwanda's districts. To operationalise the pilot projects, the following tasks will be undertaken:

- Establish and/or formalize existing cooperatives in sectors

It will be crucial that a target group be identified along the lines of a clear definition of CAF recipients comprised of individual and/or cooperatives. FONERWA will facilitate set up of target beneficiary groups such as cooperatives building on and strengthening existing ones in each of the nine sectors in the project intervention area.

- Identify projects/sub-projects

Broad project areas have been predefined under the NDC Deep Dive funds implemented by the World Bank based on eligibility criteria that among other considerations are low risk and therefore do not trigger Environmental Social Safeguards (ESS). These considerations are crucial to implement CAF within the timeline of the World Bank implemented NDC Deep Dive project. Further, opportunistic projects/sub-projects that demonstrate value and other success factors for implementation and

sustainability will be identified and selected for grant funding as part of the first phase of CAF implementation.

Adaptation planning in Gicumbi intervention area identified several projects through an extensive consultation process at community levels. The long list of interventions at sector level informed sub-projects that WB/FONERWA selected for implementation under the NDC Deep Dive project. FONERWA obtained REMA's approval and non-objection from WB for the selected projects/sub-projects. FONERWA will propose the approved projects/sub-projects to the community groups as eligible for implementation under the pilot phase of CAF. Based on approved projects, FONERWA will engage community groups to develop further (Business Planning process) the projects/sub-projects that demonstrate comparative advantage basing on factors that include value for money and sustainability.

A technical oversight of community projects will be critical in supporting successful implementation. Therefore, FONERWA will undertake a call for proposal to attract a competent NGOs to provide technical support to communities in preparation and implementation of projects and sub-projects. The following serves as minimum information that the interested applicant must provide to be eligible for consideration.

Objective: The objective of the call for proposal is to attract and invite Expression of Interest (EoI) from qualified Non-Governmental Organizations (NGOs) that outline qualifications and highlight experiences that have adequately prepared the organization to deliver results towards a successful community-based climate relevant project. Specifically, the NGO is requested to submit to FONERWA a technical proposal on

- Management and technical expertise and experience which will enable the organization to offer relevant support to community level climate related project design with operational features that support (economic, social and environmental) sustainability of the projects;
- Business planning outlining strategies for capacitation of communities to implement projects through trainings, mentorship/ apprenticeship, etc

In addition, the interested applicant will describe a delivery mechanism, the timeframe for effective support to project implementation and the cost estimates to support required operations in the 9 sectors which fall within the GGP intervention area of Gicumbi Districts.

(<https://www.greenclimate.fund/sites/default/files/document/funding-proposal-fp073-ministry-environment-rwanda.pdf>)

Guidelines on responding to the call for proposal

- 1. A brief summary on the rationale for the expression of interest in the call for proposal (not more than 50 words)**
- 2. Information on the Organization**
 - Name of the NGO and location of the office

- Contact person
 - Address
3. **Description of the key activities:** development of grant procedures; strategic approach to awareness raising; mapping beneficiaries on the basis of need and ability to demonstrate impact; supporting beneficiaries to develop the business plans that clearly highlights climate resilient aspects that demonstrate the potential to benefit the cell at large; approval process; payments procedures, accompanying funded beneficiaries (linkage to production chain, finance and market, strengthening the capacity of beneficiaries) to assure sustainability.
 4. **Eligibility criteria:** Demonstrated experience based on implementing community-based climate resilient or adaptation projects and demonstrated evidence in promotion of social protection.
 5. **Methodology:** must clearly show how sustainability; gender mainstreaming; inclusiveness, innovation and additionality in supporting climate resilient projects at community level will be achieved in execution of the assignment.
 6. **Funding details and use:** Demonstrated accountability in managing institutional funds
 7. **Duration of the services:** Confirmation that the potential NGO will be available for 12 consecutive months and assure how CAF will be operational in that timeframe.
 8. **Contact person:** Provide details of accessibility to facilitate efficient and timely consultations regarding your application and subsequent CAF operational support.

The key consideration for FONERWA is to find a competent, well-rounded NGO who meet the requirements below to successfully operationalize the CAF.

Additional competencies conditions

In order to obtain competent applicant to support CAF operations, screening process will be carried out in a fair, transparent, and competitive multi-step process basing on demonstration of effective support to implementation at the community level based on the following capabilities:

1. Elaboration of a sound business plan template to be used for grant application
2. Ability to train and support communities in CAF sub projects/project development
3. Able to design the application process framework for CAF sub projects
4. To establish Monitoring and evaluation framework
5. To establish reporting tools and procedures
6. To establish the conflict-of-interest management
7. To elaborate the appeals and grievances management process

NGO Profile

The Candidate NGO must fulfil the following criteria:

1. The NGO must be registered in Rwanda with at least 5 years of experience in climate change and environmental related projects;

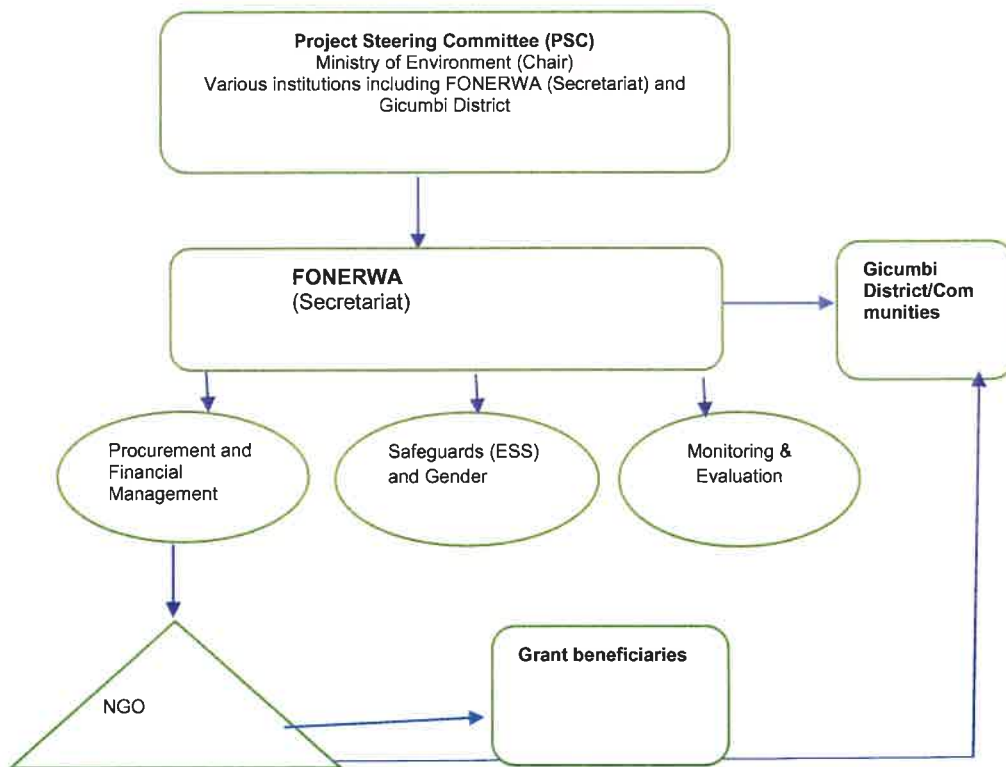
2. Having successfully accomplished similar assignments;
3. Experience in project management cycle;
4. Experience in business development;
5. Experience in successful community-based fund management;
6. Experience in strengthening institutions/communities in implementation of environmental and climate resilient projects;
7. A track record of community-based project support that has demonstrated reliable sustainability features

Additional guidance on responding to call for proposal

- Institutional and implementation arrangements

Support to implementation project/sub-project will generally follow the existing FONERWA processes. The flow chart in figure below as well as the brief description below outlines institutions and processes that provide scope for implementation support to the CAF projects and sub-projects under Deep Dive grant financing.

Figure: Institutional arrangements for pilot CAF implementation in Gicumbi District



Financial management (FM): FM and disbursement process will be carried out using FONERWA financial management procedures and in accordance with the procedures specified in the Project Implementation Manual, and with the guidance of the FM specialist of the World Bank.



Procurement: FONERWA will provide specific guidelines to the NGO that will be selected to undertake the assignment to ensure adherence to Government and World Bank procedures and requirements for CAF execution.

How to Apply

The interested NGOs can send their full application form with its annexes to the following email address: **application@fonerwa.org**. No physical copy applications will be accepted.

The documents will be submitted on or before the Deadline by e-mail. The Deadline for the submission is **30th November 2021 by 5:00 PM**.

The Expression of interest shall consist of the Application form together with its attachments. The following documents will be submitted in response to the call for proposal:

1. Application form (**Downloadable from FONERWA website, on this link: http://fonerwa.org/sites/default/files/2021-11/APPLICATION%20FORM_CAF.pdf**)
2. Detailed budget
3. NGO registration certificate
4. Three references for implementing similar assignment

For any further details or inquiries with regard to the application process, please contact us at email: **n.ndahiro@fonerwa.org**.

Sincerely,

for  
Teddy Mugabo MPINGANZIMA
Chief Executive Officer
National Fund for Environment (FONERWA)