

Online Meeting of the CMS Multi-Stakeholder Energy Task Force

25th October 2023, online

CMS/ETF

CMS ENERGY TASK FORCE SMALL GRANT FUND

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Introduction

The Convention on the Conservation of Migratory Species of Wild Animals (CMS) Energy Task Force (ETF) recognises that increased efforts are needed to support the expected increase of renewable energy infrastructure, using approaches that minimise the impact on migratory species. In recognition of the leading expertise within the CMS ETF, the Small Grant Fund will be launched to support and promote the implementation of the goals under the [ETF Workplan 2021-2024](#).

Key questions for discussion:

- Does the ETF Small Grant Fund objectives and eligibility criteria reflect the conditions for the successful fulfilment of the project under the grant plan?
- How can the ETF Small Grant Fund encourage applications for projects that are applicable across a broad range of geographies and encourage collaboration across organisations for the maximum benefits?

ETF Small Grant Fund Overview

The CMS ETF is a global and multidisciplinary network working towards reconciling renewable energy development with the conservation of migratory species.

The CMS ETF was established in 2015 in accordance with *Resolution 11.27 (Rev. COP13) Renewable Energy and Migratory Species* to support the implementation of these resolutions and the use of relevant guidelines. The CMS ETF provides a forum for developing and disseminating best practice policy and technical guidance, and engagement of relevant stakeholders, including governments, investors, scientists, the private sector civil society, and multilateral actors.

The CMS Energy Task Force works to:

- promote and develop guidance and tools for the sustainable deployment or retrofiting of renewable energy technologies and powerlines,
- promote global coordination by disseminating best practice,
- provide a forum where governments, international finance institutions, industry and civil society cooperate finding common solutions,
- address knowledge gaps through research.

The CMS ETF is extremely grateful to the voluntary contributions of the government of France, through the Ministère de la Transition écologique et solidaire and L'Office français de la biodiversité (OFB) France; Government of the Federal Republic of Germany, through the Federal Ministry for the Environment, Nature Conservation, and Nuclear Safety (BMU); and the Government of India, through the Ministry of Environment, Forest and Climate Change who was recognized as Champion Plus for their generous support and commitment towards making energy safe for wildlife for the period 2020-2023. This support has enabled the introduction of the Small Grants Fund, aimed at supporting and promoting the implementation of the goals under the CMS ETF.

The CMS ETF is now ready to launch the **ETF Small Grant Fund**, with the objective to fund a minimum of one and maximum of three projects related to reconciling renewable energy developments with the conservation of migratory species, up to the value of **10,000 USD**. The Fund will catalyse the development and implementation of concerted or cooperative actions that should clearly contribute to the implementation of the objectives of the CMS ETF and its [workplan](#). It aims to provide seed money to initiate long-term projects that have a multiplying impact well beyond the funding period.

ETF Small Grant Fund Objectives:

Grant Eligibility:

- All members and observers of CMS ETF can apply for the grant.
- The proposed project should correspond to one of the areas of the CMS ETF's [workplan](#).

The Fund will benefit members and observers of the CMS ETF for conducting a wide range of activities within topics such as the ones listed in the table below:

Activities	Objectives
Sustainable deployment of renewable energy infrastructure	To raise awareness on the issue of reconciling renewable energy developments with migratory species.
Sensitivity mapping and spatial planning for renewable energy	To stimulate dialogue and cooperation at the local and regional level for sustainable deployment or retrofitting of renewable energy technologies and powerlines.
Guidelines to minimize the impacts of renewable energy developments on migratory species	To share best practices case study examples to support nature-safe renewable energy deployment.
Research, surveys and monitoring of most vulnerable migratory species and renewable energy technologies	To disseminate data and research related to the goals of ETF and contribute to ETF's knowledge hub.
Capacity building for implementation of projects	To assist in development of capacities to recognise the need to integrate the conservation of migratory species across the energy sector.

How to Apply

- 1) Following a call for proposals published at both CMS and BLI web pages, interested partners will contact the Grant Coordinator to receive the project application guidelines and forms.
- 2) The proponents prepare and submit a short **project proposal** to the Grant Coordinator, using the provided application template.
- 3) The Grant Coordinator reviews and pre-screens the project proposals according to the **grant criteria** adopted by the CMS ETF and selects **up to three proposals**.
- 4) The proposal will be reviewed and either accepted, rejected, or requested amendments before re-submitting for assessment.
- 5) Approved proposals enter the small grant fund programme.

Regarding the grant disbursement

The grants will be paid in two instalments: an up-front payment to initiate the project; and the final payment on receipt of a satisfactory project completion and final report.

Timeline (tentative)

	Nov	Dec	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb
Call for Proposals																
Proposals review and selection process																
Selected proposals finalisation																
Contracting Process																
Project Implementation																
Midterm Progress (Including M&E)																
Final Report (including M&E)																

Some important dates (Tentative – based on commencement of fund)

- 1) Call for proposal: 30th November 2023
- 2) Deadline to receive proposals: 31st January 2024
- 3) Project finalisation and contracting: 29th February 2024
- 4) Project start: 1st March 2024
- 5) Project progress report: TBD.

List of documents to be submitted:

- 1) Project Proposal (800-1000 words: Annex 1) At the beginning of the project
- 2) Progress report (1000 words: Annex 2): Half-way through the project
- 3) Final report (1000-1500 words: Annex 3): After the end of the project.

PROJECT PROPOSAL TEMPLATE

This project proposal will be the first stage of the application process. Please complete all sections before you submit your applications. The review process will take approximately 4 weeks from the closing date. All applicants will be notified of the status of their proposal and successful applicants invited to next stage.

If you have any questions about this call for proposal, please contact the Grant Coordinator at xyz@birdlife.org. Questions will be accepted and responded to until 7th December 2023 (tentative based on when dates are finalised).

1) Project title/ Name of the Country (Countries)	
2) Organisation (name of the institution, date established, status (NGO, government body, other), address, telephone, e-mail, website)	
3) Project partners (names of the institutions)	
4) Project lead (name, position in the institution, email address, telephone)	
5) Website and social media of the institution (if any)	
6) Region of project implementation (location)	
7) Project period/duration (expected length for completion)	
8) Mission, history, experience relevant to the proposed project (up to 200 words) <ul style="list-style-type: none"> ● Mission ● History ● Experience relevant to the proposed project. 	
9) Description of the project (up to 800 words): <ul style="list-style-type: none"> ● Objectives ● Activities and Methods (specific deliverables) ● Outcomes (direct, measurable changes that the project will make, such as aimed publications, guidelines, follow-up programmes etc) ● Impacts (short-term and long-term). 	

<ul style="list-style-type: none"> • Communication and awareness expected impact 	
<p>10) Contribution of the project to the objectives of the CMS ETF with special reference to:</p> <ul style="list-style-type: none"> • Related points of action of the ETF Work Plan 2021-2024 • Species concerned. 	
<p>11) Transboundary character of the project with special reference to:</p> <ul style="list-style-type: none"> • Promotion of international cooperation of Parties and Range States • Contribution to the implementation of other Conventions or Agreements. 	
<p>12) Involvement of national or local authorities or bodies (if applicable)</p>	
<p>13) Is authorisation (permits etc.) required? Yes/no (if yes explain).</p>	
<p>14) Environment and Social Risk assessment:</p> <p>Will your project include one or more of the activities listed below?</p> <p><input type="checkbox"/> YES <input type="checkbox"/> NO</p> <ul style="list-style-type: none"> • Potentially employ child labour or forced labour, or adversely affect working conditions and health and safety of workers. • Construction, maintenance or rehabilitation of large dams, coastal and riverbank infrastructure. • Activities that promote the trade in or use of any substances listed under the Stockholm Convention on Persistent Organic Pollutants, or other chemicals or hazardous materials subject to international bans, restrictions, or phase-outs. • Activities that include purchase of land, restrictions on land use and involuntary resettlement. • Activities that have the potential to cause adverse impacts to critical habitat, such as key biodiversity areas. • Activities that introduce or use potentially invasive species. 	

<ul style="list-style-type: none"> • Activities affecting indigenous people and communities. • Removal or alteration of any tangible cultural heritage. <p>If YES, please explain which of the above-listed activities would be part of your project and why, and what mitigation measures will be in place.</p>	
<p>15) Gender mainstreaming:</p> <p>Describe how your project will incorporate gender considerations, if relevant. (Refer to CBD (Conventions on Biological Diversity) Gender Plan of Action (UNEP/CBD/COP/9/INF/12/Rev.1)</p>	

16) Budget of the project:

Budget Lines	USD (\$)	Description/Justification
Personnel (Consultancies and professional services)	(Mention total * daily rate = USD xxx)	(Explain no. of days/months the people will work on the project and how they will deliver)
...
Occupancy (Rent and utilities)	(Only mention costs you will charge to the project)	(Explain what percentage of rent/utilities you will charge to the project, why)
...
Telecommunications, postage, and delivery (Telephone, internet)		(Explain whether these costs occur in the office or in the field)
...
Furniture and Equipment (e.g., desks, chairs, laptops, cameras, GPS, tents, etc)		(Explain why you need this equipment)
...
Supplies (e.g., stationery)		(Provide details)
...
Maintenance (e.g., vehicle, software, etc.)		(Provide details)
...
Travel and events	(Mention the expected expense during events and travel)	(Provide a breakdown of these costs)
...
Other/Miscellaneous		(Provide details on anything that is not included in the budget line)
Total Budget	...	

<p>17) Declaration of the Applicant <i>"I agree that relevant data on collected under this project (at least a list of species, number of individuals, locality with coordinates, date) will be made available to the CMS ETF and to relevant host or local authorities attached to the final report.</i></p>	<p>Date, Signature</p>
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PROGRESS REPORT TEMPLATE

Section 1: Basic Report Information

1) Grant Number	
2) Project Title:	
3) Name of organisation/partners:	
4) Project start date:	
5) Project end date:	

Section 2: Project's description

<p>Share 800 words report on the project's progress which include, but not limited to:</p> <ol style="list-style-type: none"> 1) Background of the project 2) Performance/ Status of the project during this period, including noteworthy results 3) Objectives unfulfilled during this period with explanation, including management plans or adjustments needed 4) Unanticipated risks encountered and how they were managed 5) Plans for improving any aspects of the remaining project. <p>Upload any complimentary reports, photos, news articles, press releases, maps, etc. that are relevant to the project and have not been uploaded previously.</p>	
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Activities/Deliverable Updates

Activity #	Activity Description	Update	Action	Financial Expenditure

Short Terms Impact Updates

Impact from Proposal	Description of Progress to Date	Status	Action

FINAL REPORT

Section 1: Basic Report Information

1) Grant Number	
2) Project Title:	
3) Name of organisation/partners:	
4) Project start date:	
5) Project end date:	

Section 2: Project's description

Activities/Deliverables Updates

Activity #	Deliverable Description	Deliverable Update

<p>Share a 1000-words report on the project's progress which include, but not limited to:</p> <ol style="list-style-type: none"> 1) Background of the project 2) Performance/ Status of the project during this period, including noteworthy results 3) Objectives unfulfilled during this period and why 4) Unanticipated impacts (positive/negative) encountered and how they were managed 5) Long-term sustainability/impact of the project 6) Description of any tools, products, follow up programs created. 	
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Section 3: Learnings, Replicability and Sustainability

<p>Discuss in 500 words lessons learnt during the planning and implementation phase of the project, which are valuable learnings worth replicating or activities you would have done differently. Report any successes or challenges you came across and your plans of sustaining or replicating the project for long-term sustainability.</p>	
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