

Direct Beneficiary Grants Applications

(Date of issue the call: 05th June 2021)

CALL FOR APPLICATIONS

DIRECT BENEFICIARY GRANTS FOR FARM FOREST PRODUCER ORGANIZATIONS TO DEVELOP FOREST and FARM BASED and END-MARKET DRIVEN INCLUSIVE BUSINESS TOWARDS CLIMATE RESILIENT LANDSCAPES AND IMPROVED LIVELIHOODS

With Support from Forest and Farm Facility (FFF), FAO Ghana, International Union for the Conservation of Nature (IUCN) Ghana, and Forestry Commission of Ghana

Background

Ghana is one of core countries in which the Forest and Farm Facility (FFF) phase II provides support. Phase II has the goal of scaling up the role of FFPOs to achieve **Climate Resilient Landscapes and Improved Livelihoods** through four outcomes (1) More enabling policy and legal frameworks for FFPOs delivered through more FFPO-inclusive governance and cross-sectoral processes, (2) Increased entrepreneurship, access to markets and finance through gender equitable value chains delivered through new capacity to provide business incubation within FFPOs, (3) Improved delivery of landscape scale mitigation, adaptation and climate resilience for climate change through direct engagement of FFPOs and integration with inclusive livelihood approaches and (4) Improved and equitable access to social and cultural services. The achievement of gender equality in the forest and farm sectors, including FFPOs is considered the right and smart way for gender transformation. More information on the FFF can be found under the following web-page <http://www.fao.org/forest-farm-facility/en/>

The Ghana Federation of Forest and Farm Producers (GhaFFaP: www.ghaffap.org), with the Peasant Farmers Association of Ghana (PFAAG) as its national coordinating organization, is an umbrella organization working with grassroots organizations in Ghana to promote farm forestry, community forestry and landscape scale production systems.

Objective of this call for applications is to award direct beneficiary grants for organising forest and farm producers for development of farm forestry, and landscape based production systems based and end market driven (gender and youth) inclusive businesses in forest, transition and savanna ecological zones of Ghana.

The expected group business initiatives under this call could include, but not be limited to the following, under the following 4 outcomes:

Outcome 1. More enabling policy and legal frameworks for FFPOs delivered through more FFPO-inclusive governance and cross-sectoral processes

- Initiatives that will lead to changes in policy and legal documents in favour of the interest of the FFPOs through direct FFPOs engagement
- Prepare advocacy agenda of FFPOs approved by the General Assembly or the Board (or another legitimate and elected body) considering that the initiative should strengthening the participation of women youth and Indigenous Peoples in the approval body
- Actively work towards gender equality within the FFPO and empowerment of women members for active participation and leadership positions
- Participation of FFPOs in the strengthening or establishment of new cross-sectoral, multi-stakeholder policy processes

Outcome 2. Increased entrepreneurship, access to markets and finance through gender equitable value chains delivered through new capacity to provide business incubation within FFPOs,

- FFPOs enterprises strengthening themselves to become sustainable
- Initiatives towards the strengthening of women's economic empowerment and female leadership in enterprises
- Develop the business expertise among the staff of the FFPOs
- Develop business plans
- Develop and/or strengthening business incubation support within the FFPOs, which provides services to their members
- Undertake value addition activities

Outcome 3. Improved delivery of landscape scale mitigation, adaptation and climate resilience for climate change through direct engagement of FFPOs and integration with inclusive livelihood approaches and

- Initiatives of FFPO management or direct engagement linked to increased mitigation and adaptation results in territories
- Initiatives towards strengthening the partnership with sub-national and national global climate or landscape restoration programmes

- Initiatives that channel funds to FFPOs to implement climate or landscape restoration programs
- Initiatives towards the inclusion of FFPOs in the climate and landscape level programs
- Initiatives for the capacity building of the FFPOs staff and preparation of climate risk analysis and climate resilient plans

Outcome 4. Improved and equitable access to social and cultural services

- Initiatives seeking that the forest and farm producers receive improved social and/or cultural services offered and/or channelled by the FFPOs
- Initiatives for the participation of FFPOs in national level social development processes that include social and cultural rights
- Interventions under this outcome should target predominantly, but not exclusively: (i) the most marginalized and poor and (ii) women, (iii) youth and (iv) Indigenous Peoples

Direct Beneficiary Grant Amount

Successful applicants will be supported with a total maximum range of GHS28,800 (twenty-eight thousand, eight hundred Ghanaian Cedi) to GHS57,600 (fifty-seven thousand, six hundred Ghanaian Cedi) agreed by the FFF Ghana Core Technical Team together with the Headquarters Management Team and will be provided directly to the beneficiary organisation in number from two to three separate instalments depending on the outcome of the technical and administrative visits carried out by the FFF Country Facilitator, the size of the grant the nature of activities and the history of collaboration with the organisations. The application template must be in compliance with the investment support ceiling and minimum beneficiary contribution for the related beneficiary group is expected of 30%. This may be in-kind, such as office, staff time, means of transportation, pc equipment, etc. The selected FFPO will receive essential trainings in Governance and Financial management.

Project Duration

The applications should be designed to be completed within 12 months, starting from the assignment of the grants.

Selection of applications

Step 1: The forest and farm producers' organizations (FFPOs) will submit the applications to the FFF Country Facilitator who will compile them and prepare for the meeting of the FFF Country Team. The eligibility and pre-selection process of the applications will be done by the FFF Country Team. The FFPOs that have submitted the applications for the FFF will be considered for the selection of the grant if they fill in the selection criteria.

Step 2: The Core Technical Team will evaluate the grantees shortlisted by FFF Country Team including review the investment agreements templates, including approving payments schedule. The FFF Country Team will share the final list of the grantees shortlisted with the FFF Headquarters Management Team for clearance.

Step 3: The FFF Headquarters Management Team will review and finally-approve the final list of grantees and the payment schedule approved by the FFF Country Team.

Step 4: FFF Country Team will notify the successful applicants by 15th July 2021. Applications from women's groups or applications including a clear gender transformative approach will receive special attention.

Submission date and format

Applicants are requested to submit electronic applications using the format provided. Applications and application package should be sent to FAO Ghana (FAO-GH@fao.org) and copy the FFF National Facilitator (elvis.kuudaar@fao.org). For the application development, follow the guidelines provided, please visit our website: www.fao.org/partnerships/forest-farm-facility.

The deadline for submitting the applications to the above email addresses is 17hours GMT on 30th June 2021.

Eligibility and Selection Criteria

Eligibility

The applicant:

1. Must be located in Ghana
2. Must be a registered member-based forest and farm producer organization or in exceptional circumstances a non-profit-making organization registered as local community-based organisation (CBO) dealing with forest and farm products in Ghana
3. Organization must have a bank account registered in the name of the organization
4. Applicants must be Producer Organizations focusing on integrating either agricultural landscapes and forestry, farm forestry or Community Forestry User Groups

Selection criteria

The application submitted by the proposing organizations (FFPOs) will be evaluated and selected according to the following selection criteria:

1. Impact of the application submitted in achieving the results of the FFF and contributing to the GhaFFaP agenda (www.ghaffap.org). The application must clearly address one or more of the four FFF outcomes to contribute to the delivery of the indicators and the strategic initiatives of the GhaFFaP Agenda 2030. [score of 20%]
2. Strong involvement of FFPOs in the formulation of the application submitted. Background on similar projects implemented by the group or organization should be provided (e.g., submit agreements or minutes signed with previous projects). [score of 10%]
3. The best ratio of expected results to requested amount, including the partners of the producers and the investments made by the organization for the implementation of the application. [score of the 20%]
4. The quality of the application [score of 25%] in terms of
 - ✓ Design: technical and administrative feasibility (objectives, results, products and activities)
 - ✓ Competence and capacity of the producer organization to carry out the proposed activities;
 - ✓ Complementarity and coordination with development programmes and other initiatives supported by sources internal or external funding and technical assistance;
 - ✓ Sustainability over time (e.g. assessed through the generation of services for persons/families who are members of the proposing organization);
 - ✓ Incorporation of training and learning processes
5. Clear contribution to gender equality and women's economic empowerment within the FFPO, the landscape and beyond [score of 20%]
6. Address at least one of the FFF's cross-cutting themes: gender equity, youth and indigenous peoples. [score of 5%]

Priority will be given to:

1. Clear approach for gender transformation
2. Clear demonstration of women, youths, and/or marginalized and/or indigenous groups participation in the initiative
3. Applications with outcomes relevant to improvement of forest and farm contribution to food security and household incomes.
4. Applications which demonstrate sustainable forest and farm management practices
5. Proposals that contribute to COVID green recovery

FFF Direct Beneficiary Grants Application Form

(The application must not exceed 4 pages A4 size with Time New Roman font size 11 – but list of participants and recommendation letter may be longer and is in addition to that 4 pages)

IDENTIFICATION

a) Name of Organization: ___(Enter name)_____

b) Postal Address: (Enter postal address)_____

c) Contact Person:_(Enter name and surname of contact person)_____

Email: ___(Enter email of the contact person)_____

Mobile no:_ Enter mobile number of the contact person)_____

d) Registration status/No. (CBO, CFA, farmer group, NGO, Cooperative, etc):

(Enter the registration status or registration number of the organization)_____

(if registered, attach copy of registration, if not request a supporting letter from the Ministerial focal point)

f) Location of project (region, district, project site)_(Specify the name of the region, district, project site)_____

2. APPLICATION

a) Title: _____

b) Executive Summary (1/2 page)

1. Background on the organization

- a. Short history (1 paragraph)
- b. Main objectives and mandates (1 paragraph)
- c. Brief description of the members and leaders. Indicate estimated numbers, women and youth (1 paragraph)
- d. Organizational structure, rotation cycle of board if applicable, Management and Staffing of the organization (1 paragraph)
- e. Track record of the applicant organization (describe very briefly the past experience in doing equivalent work, and achievements (1 paragraph)
- f. Link to apex producer organization (s)

2. Justification for the proposed direct beneficiary grant (in 2-3 paragraphs, describe the challenges being faced, the priorities and needs and the general rationale)

3. Overall objective of the direct beneficiary grant (Describe what you hope to achieve, with whom and where) and identify clearly to which FFF outcome and indicators is linked (1 paragraph)

4. Approach for gender equality and women's economic empowerment

5. Description of approach for youth and Indigenous Peoples (if applicable)

6. Impact of Profitability of Members

7. Location and outreach of producers' participants: please provide the specific location (villages, townships) where the direct beneficiary grant activities would take place and the estimated outreach (in numbers) in terms of members, producers and stakeholders (1 paragraph)

8. List and explain the expected outputs and identify clearly to which FFF outcome and indicators are linked (1 paragraph)

9. Expected outputs, activities and budget (Describe the main elements of what you will bring about (the outputs), with a more detailed description under each of precisely what the applicant organization proposes to do to bring that about (the activities))

Example

Output 1				
Nr.	Output			
1	<i>Inventory report of potential local products in six focal communities on which a business could be developed</i>			
Activities				
Nr.	Example of Activities	Budget (local currency)	Estimated duration (number of months (i.e.3))	Month to start the activity (i.e. August)
1.1	<i>Hire a business or agricultural development specialist</i>	50	3	
1.2	<i>Carry out field visits and interviews in all six communities</i>	100	2	
1.3	<i>Assess potential products based on their costs in terms of labor and capital, income generation potential, social and environmental impacts, and other relevant criteria</i>	60	2	

Output 2	
Nr.	Output

Recommendation letter: please provide a letter of recommendation from an external party (i.e. from an Apex organization).

Rejection Criteria

The following criteria for rejection will be used for screening applications and can be used by applicants as a checklist before submitting their applications:

1. *Submission time and means*

- a. Submitted after the deadline;
- b. Submitted by means other than those stipulated in the *Guidelines for Preparation and Submission of Applications*;
- c. More than one application submitted by the same applicant, either as an individual agribusiness or as a jointly-submitting group.

2. *Format and completeness of the application*

- a. The application is handwritten;
- b. The application is not formulated using the prescribed form;
- c. The application is incomplete, not all the items in the prescribed form have been completed;
- d. The required supporting documents and attachments are not complete;
- e. No signature in the designated place of the applicant if individual, or of the applicant's legal representative if an organization.

3. *Eligibility of Applicant*

- a. The applicant is bankrupt, being liquidated or have its affairs administered by the courts;

4. *Eligibility of the Investment*

- a. The support requested exceeds the investment support ceiling;
- b. The contribution requested exceeds the maximum;

- c. The specified contribution by the beneficiary is not acquired specifically for the proposed investment or is part of previous investment or assets of the applicant;
- d. The implementation period exceeds one year;
- e. The investment involves or leads to harmful or exploitative forms of labour and violates basic principles of non-discrimination, equal opportunities, occupational safety and health, and/or child labour prevention contrary to applicable national employment and labour laws and FAO's Environmental and Social Standards (ESS)¹;
- f. The investment has an adverse impact on the environment and sustainability of natural resources² and/or does not include a clear analysis of environmental risks and mitigation measures consistent with applicable national rules and regulations;
- g. The impact of the application submitted does not contribute to achieve the results of the FFF. The application does not clearly address one or more of the four outcomes to contribute to the delivery of the indicators;
- h. The ratio of the of expected results to requested amount is not duly calculated (best ratio), including the partners of the producers and the investments made by the organization for the implementation of the application;
- i. The quality of the application does not comply with the selection criteria in terms of
 - Design: technical and administrative feasibility (objectives, results, products and activities)
 - Competence and capacity of the producer organization to carry out the proposed activities;
 - Complementarity and coordination with development programmes and other initiatives supported by sources internal or external funding and technical assistance;
 - Sustainability over time (e.g. assessed through the generation of services for persons/families who are members of the proposing organization);
 - Incorporation of training and learning processes;
 - Address at least one of the FFF's cross-cutting themes: gender equity, youth and indigenous peoples.

¹ Particularly ESS 7 – Decent work. FAO, 2015: [Environmental and Social Management Guidelines](#)

² This applies if the investment includes technologies and practices that do not meet FAO's Environmental and Social Standards as outlined in [Environmental and Social Management Guidelines](#), FAO, 2015.