



THE NATIONAL  
FOREST PROGRAMME  
FACILITY



# Forests and Livelihoods Small Grants Programme

## Concept Note

*Caribbean Natural Resources Institute (CANARI)*

### 1. Background

CANARI is implementing a US\$50,000 small grants programme to support the work of community-based organisations (CBOs) which are attempting to develop sustainable livelihoods based on the use of forest resources. This falls under CANARI's *Forests and Livelihoods* programme, which has as its vision **optimised contribution of forest goods and ecological services to sustainable livelihoods of the rural poor in Caribbean small island developing states.**

The overall goal of CANARI's *Forests and Livelihoods* programme is **to identify, analyse, promote, and build capacity at the regional, national and local levels for institutional arrangements and management of forest resources, which ensure the sustainable use of forest resources and optimise the socio-economic contribution of forest resources to the rural poor of the insular Caribbean.**

Two major regional projects are currently being implemented under the *Forests and Livelihoods* programme, as outlined below:

- ***“Participatory Forest Management: Improving policy and institutional capacity for development”*** (2006-2010) is being implemented in partnership with the forestry departments of Barbados, Dominica, Grenada, St Kitts and Nevis, Saint Lucia, St Vincent and the Grenadines, and Trinidad and Tobago. Funding support is provided by the UN Food and Agriculture Organisation (FAO) under its National Forest Programme Facility (nfp-Facility).
- ***“Practices and policies that improve forest management and the livelihoods of the rural poor in the insular Caribbean”*** (2007-2010) is funded by the European Commission under its Tropical Forestry budget line and is being implemented in Jamaica and all of the islands listed above.

The small grants programme is funded under the FAO nfp-Facility project.

## 2. Objectives of the small grants programme

The objectives of the small grants are to:

- provide support for participatory forest management initiatives by CBOs that are designed to build or enhance sustainable livelihoods based on the use of forest resources;
- build CBO capacity and catalyse the sustained involvement of CBOs in forest management.

## 3. Outline of the small grants programme

The programme design has been developed in a participatory manner with input from the members of the Forests and Livelihoods Action Learning Group (ALG). The following aspects were discussed and agreed upon:

### **ELIGIBILITY AND ANNOUNCEMENT:**

A restricted call for proposals is being issued to CBOs in Barbados, Commonwealth of Dominica, Grenada, St Christopher (Kitts) and Nevis, Saint Lucia, St Vincent and the Grenadines, and Trinidad and Tobago. These groups have been recommended by one or more members of the ALG as working in the area of forests and livelihoods and likely to have the capacity to develop a proposal for and implement a small grant project. The call for proposals will be issued by **Monday 9<sup>th</sup> March** and groups will be invited to submit proposals by **Friday 01 May**, using a simple standard application form. Where possible, groups will be advised of the name and contact details of an ALG member in their country who can assist with any challenges that arise during the preparation of the applications.

In order to receive a grant, organisations must demonstrate that they are registered with a government agency or as a legal entity, have some type of formal structure and have – or be prepared to set up – a bank account (in the name of the organisation not an individual) and a financial record keeping system.

### **CRITERIA FOR THE SELECTION OF PROJECTS:**

- projects will be judged mainly on the extent to which they contribute to enhancing sustainable livelihoods based on the use of forest resources
- priority will be given to innovative ideas from newly-formed or young groups whose lack of experience may make it difficult for them to access other grants or sources of funding
- to the extent possible within the constraints of such small grants, the results of projects should have a positive impact on cross-cutting issues such as rural development, consensus building on forestry issues and poverty alleviation
- the option also exists for grantees to use part of the grant to hire an external mentor of their choice

### **THE AWARD:**

- the range of the grants is US\$1,000 to US\$5,000
- grants will be awarded on merit, which means that there will not necessarily be grantees in all project countries

- the period allocated for implementation of a small grant project is 12 months

**PROCESS FOR GRANTING AN AWARD:**

- a sub-group of the ALG will review the proposals and recommend to CANARI which projects should be selected
- unsuccessful applicants will be advised of the reasons for not being selected, as part of CANARI and the ALG's commitment to capacity building
- grant funding will be issued as follows:
  - 30% on signature of contract
  - 50% on submission of the first agreed output, for example a detailed work plan
  - 20% on completion of the project and submission of a short final report
- all grant payments will be issued directly to the grantee through FAO, facilitated by CANARI.

**REPORTING:**

- the awardees will be required to keep in touch with CANARI on progress or challenges with implementation and CANARI and/or a local ALG member will advise on project implementation as far as is feasible
- the awardees will be required to submit the first agreed output and final project report, using forms provided

**DISSEMINATION OF LESSONS LEARNED:**

- lessons learned from the small grant programme and individual grantee projects will be disseminated widely, for example, through ALG members, CANARI's website and the proposed regional conference to be hosted under CANARI's *Forests and Livelihoods* programme. Some grantees will also be invited and funded to attend this conference.

4. Outputs

Expected outputs from this small grants programme include:

- Individual project reports documenting achievement of project-specific activities and targets.
- CANARI communications of lessons learned

5. Outcomes

Desired outcomes from this small grants programme include:

- enhanced sustainable livelihoods based on the use of forest resources in the project countries
- increased capacity of participating CBOs
- lessons on the management of small grants in the Caribbean
- increased CANARI capacity in managing small grant programmes effectively