

# Environmental Foundation of Jamaica

## INFORMATION ON CALL FOR PROPOSALS

CALL 2021 : May 3 – June 10

The Environmental Foundation of Jamaica (EFJ) is a grant making institution established to provide funding to NGOs involved in the management and sustainable use of Jamaica's natural resources, and in issues of child survival and child development.

### The Call

The EFJ will be issuing a CALL for proposals. The "Call" is a public Request for Proposals (RFP) for eligible organisations to submit applications for grant awards. Applications must fit within the theme of the current call.

### Application Forms

The Application Form (**GA1-C Form**) is available at the offices of the EFJ, and on the Internet at [www.efj.org.jm](http://www.efj.org.jm)

### Processing of Proposals

Receipt and Appraisal of proposals involves a four-phase process:

1. **Receipt Notification** - Applicants will receive a receipt at the time of delivery/email of proposal.

2. **Screening** - to determine:

- a) If the proposal fits within the theme(s) of the Call, and
- b) If the applicant organisation is eligible for funding.

3. **Review** - to determine suitability for recommendation by the Grant Management Committee.

4. **Approval** by the Board of Directors.

Applicants will be informed on the status of proposals at the end of this process, which is estimated to take **at least 4 weeks**.

Potential grantees/applicants intending to submit proposals for the 2021 Call and who wish to develop their proposal are invited to contact the EFJ offices. A Zoom workshop will be conducted only if there are sufficient requests.

### Forest Conservation Fund

#### Theme

#### **Institutional Strengthening and Capacity Building:**

- Building the capacity of the organization to carry out its activities in one of the Seven (7) Priority Sites of the Forest Conservation Fund. Significant consideration will be given to organizations attempting to procure fixed assets (machinery, equipment, motor vehicles etc.) for the long term sustainability of their efforts in these Priority Sites.

#### List of Priority Sites

- 1) Blue and John Crow Mountains National Park (Blue Mountain Forest Reserve)
- 2) Cockpit Country Forest Reserve, plus outlying Forest Reserves
- 3) Litchfield Matheson's Run and Stepheney-John's Vale Forest Reserves
- 4) Inland portion of Negril Protected Area, plus the forested area in and around Dolphin Head Mountains
- 5) Portland Bight Protected Area
- 6) Other forest reserves and Crown lands managed by the Forestry Department
- 7) Spring Vale and Bogue Forest Reserves plus the Upper and Lower Black River Morasses

### Approval Criteria

This is a targeted Call for Proposals. Grant applicants should demonstrate that their organisation's objectives:

- ✓ aligned with national priorities,
- ✓ deal with systemic issues,
- ✓ produce replicable and/or sustainable results and
- ✓ project activities are situated within the seven(7) Priority Sites of the FCF.

Projects, which demonstrate collaboration and partnerships, (financial or otherwise) are strongly encouraged. Budgets must be appropriate. Only a maximum of J\$8,000,000 can be approved per grant.

### Guidelines for Application

Applicants must prepare proposals in accordance with the EFJ format shown on the **GA1-C form Call 2021**.

Forms used in previous Calls will not be accepted.

**Forms will not be accepted by FAX.** Proposals received outside of the designated Call Period or outside of the Foundation's two Programme Areas and sub-themes **will not** be considered.

All sections of the **Call 2021 GA1-C** form must be completed for consideration and where a word limit is indicated on the form, the limit is **NOT** to be exceeded.

Proposals, which do not meet the guidelines, will not be considered.

### Additional Information

Proposals must be signed and hand delivered to the EFJ or by email ([grants@efj.org.jm](mailto:grants@efj.org.jm)) *no later than* 3:30 pm on the last date published for the Call (**Thursday, June 10, 2021**). As Grant awards are made on the merit of the proposal, please ensure that the information recorded is clear and accurate, and justify your request.

You are welcome to discuss your queries or needs with any of the following Programme Staff at the Foundation:

- Charmine Webber
- Mark Constable

**Tel:** (876) 960-6744; 960-3224; 960-7125;

**E-mail:** [grants@efj.org.jm](mailto:grants@efj.org.jm)

**Website:** [www.efj.org.jm](http://www.efj.org.jm)

EFJ offices are open Mondays to Fridays,  
8:30am – 4:30pm at  
1B Norwood Avenue, Kingston 5.



Environmental Foundation  
of Jamaica  
*Preserving the Future... Today!*