CALL FOR EXPRESSIONS OF INTEREST (EOI)

2023/03/PRIVATE SECTOR

## Appendix 2: Expression of interest form

#### SECTION 1: GENERAL INFORMATION

|  |  |  |
| --- | --- | --- |
| **Name of implementing organization -**  **lead partner** |  | |
| **Contact Person**  **and Details** |  | |
| **Name(s) of pre-**  **identified partner(s)** |  | |
| **Sector** | Energy ☐ | |
| Agriculture ☐ | |
| Forest Industry ☐ | |
| Ecotourism and Conservation ☐ | |
| Landscape restoration ☐ | |
| **Grant Instrument** | Project preparation grant ☐ | |
| Investment Grant ☐ | |
| Payment for environmental services (Performance-based grant) ☐ | |
| **Preparation donation request** | * Yes: Estimated budget requested XXX USD * No | |
| **Operator/consortium capabilities** | | |
| *Name of implementing organization - lead partner* | | |
| Portfolio value and number of programmes managed by the operator over the last 5 years. | |  |
| *Implementing organization's* in-house technical capabilities (number of employees and areas of expertise) | |  |
| Presence in the Congo Basin and number of staff (management, programming, operations) of the implementing organization. | |  |
| Description of capacities and procedures for recruiting local executing agencies/staff to contribute to project management. | |  |
| Description of the implementing organization's ability to manage its own project implementation procedures flexibly, rigorously and efficiently (examples of projects, existence of a procedures manual for managing in-house activities and recruiting external firms, etc.).  *For INGOs and research institutes, provide:*  - *Financial audits or financial statements for the last 3 years;* Indicate the existence of an accounting and contracting department at head office that can provide support and guidance in managing field  projects. | |  |
| *Name of partner organization* ***- complete the information below for the lead partner for each partner******organization.*** | | |

#### SECTION 2: EXPERIENCE OF THE IMPLEMENTING ORGANIZATION AND ITS PARTNERS

To justify their experience and the results they have fulfilled, operators are invited to present a list of the programmes and initiatives they have developed in connection with agricultural development support for producers, indicating for each:

✔ Name of initiative, geographical location, and duration

✔ Amount of funding and sources of funding,

✔ A brief description of the programme, including the scale and innovative approaches

promoted

✔ The results achieved include, but are not limited to, the following:

* Scale: number of beneficiaries, including percentages of women and indigenous beneficiaries, number of jobs created, etc.
* Improved productivity and/or diversification of production (percentage improvement in agricultural productivity, improved income for beneficiaries, diversification of production, etc.),
* Financial: percentage of loan repayments when projects make use of them, mobilisation of additional co-financing, etc.
* Any others.

**Additional support documentation to be provided:**

▪ External evaluations of relevant projects attesting to successful completion and fulfilment (hyperlinks or provided in the file)

#### SECTION 3: IMPLEMENTATION APPROACH

1. **UNDERSTANDING THE ISSUES**

(2 pages maximum) - Describe (i) the understanding of the issues and problems, (ii) the specific context of the area or field of intervention, (iii) the relevant past initiatives and lessons learned on which and (iv) the specific barriers to be addressed in relation to the project and relevant to guiding the strategic choices to be made.

1. **PROPOSED STRATEGY**
   1. Strategic choices

(1 page maximum) - In connection with the previous section, highlight and justify the major preliminary strategic choices made, in line with the objectives and principles of CAFI (available in the Fund's Terms of Reference on the CAFI website). These can be presented in the form of a list, with items such as:

* + - Direct Project Finance or working through national financial institutions (e.g. microcredit institutions to reach small-holders)
    - Integrated or value chain approach in support of production activities (e.g. multiple financial instruments for different actors of the timber industry) or focus on a specific activity/echelon in the value chain (e.g. specific credit line for timber transformation).
    - Target beneficiaries for an objective (for example, a plantation could be carried out by small-scale producers or by a large private company)
    - Types of support to beneficiaries: technical assistance and/or loans, and/or subsidies and/or payment for environmental services, etc.
    - Approach to national ownership
    - Strategy(ies) for sustaining achievements beyond the project, etc.
  1. Preliminary project structure

Submissions should include a preliminary proposal for dividing the project into outputs and activities, in accordance with the guidelines of the CAFI fund (see box below).

**CAFI Fund guidelines for project structuring**

Within the framework of the CAFI fund, projects are broken down into outputs and activities directly linked to the impacts and outcomes sought by the CAFI fund, as described in its Terms of Reference. The impacts and outcomes are not fixed by the projects themselves, but it should be emphasised that an Output may respond to one or more of the CAFI Outcomes.

**Outputs:** Outputs are the concrete elements that the project will achieve during or at the end of its execution. They must be SMART (**Specific, Measurable, Achievable, Realistic** and **Time-bound) and can, if necessary, be broken down into sub-products.**

**For example, an output might be 'the establishment and maintenance of 2,000 ha of plantations'. Conversely, an output such as 'smallholders capacities strengthened in soil fertility management' is not SMART and therefore not acceptable.**

**Activities:** Activities are operational steps which, when taken together, will lead to the desired output, including capacity-building for relevant stakeholders.

1. **SYNERGIES WITH PUBLIC INVESTMENTS**

Implementing organizations can list relevant public sector initiatives projects that support the same outcomes, outputs, and activities, and explain how coherence/complementarity between them will be ensured. In addition to consulting the stakeholders in charge of the initiatives listed during the project document development phase, it is expected that concrete, appropriate and effective proposals would be identified to foster synergies between the public sector projects funded by CAFI (or others) to maximise the impact of private investments.

|  |  |  |  |
| --- | --- | --- | --- |
| **Project** | **Description** | **Implementation period** | **Relevant strategies for creating synergies** |
|  |  |  |  |

#### SECTION 4: IMPACT

* 1. **EMISSION REDUCTION POTENTIAL**

Please explain how best available technologies and practices have been considered and will be applied to reduce emissions from the forest and land-use sector. If applicable, specify the innovations/modifications/adjustments that are made based on industry best practices.

If available, provide references from the literature or past experiences on the emission reduction potential in terms of tCO2e of the technolog(ies) and practices proposed.

If available, provide information from the literature or past experiences on the cost-effectiveness (efficiency) in terms of $/tCO2e of the technolog(ies) and practices proposed.

* 1. **REPLICABILITY AND SCALABILITY**

In this section explain the degree to which CAFI can achieve sustainable development impact beyond a one-off project or programme investment. Proposals should demonstrate potential for scaling up or replication through concrete plans or examples if available.

* 1. **CO-BENEFITS**

In this section, reference the ability of the project to enable the achievement of one or more of the [United Nations](https://sdgs.un.org/goals) [Sustainable Development Goals](https://sdgs.un.org/goals).

* 1. **BUDGET AND CO-FINANCING**

This section lists financial needs of the project. For each output, the bidder will be able to estimate a budget requirement based on experience or proxies. This estimate is given as an indication to inform decision-makers and will be reviewed during the project document preparation phase.

|  |  |  |
| --- | --- | --- |
| **Outputs** | **Financial Instrument (prep grant, investment grant, performance-based grant/PES)** | **Amount in USD** |
| Output 1… |  |  |
| Output 2… |  |  |

The ability of implementing organizations to raise co-financing is an important selection criterion and should be indicated in this section. Note that for co-financing, the CAFI policy on co-financing, adopted in December 2022, including obligations on the coordination, and reporting of actions, applies.

|  |  |
| --- | --- |
| **CAFI financial instrument** | **Amount** |
| 1. Preparation Grant Instrument |  |
| 2. Investment Grant Instrument |
| 3. Performance-based grant instrument |
| **4. Total Requested CAFI Funding** |
| **Co-financing** | **Amount** |
| 5. Senior loans | Enter amount |
| 6. Subordinated loans |
| 7. Equity |
| 8. Guarantees |
| 9. Reimbursable grants |
| 10. Grants |
| 11. Other |
| **12. Total co-financing** |
| **Total** | **Amount** |
| 13. Total Project/Programme Funding |  |
| 14. Co-financing ratio |

#### SECTION 5: PROPOSED IMPLEMENTATION ARRANGEMENTS

* 1. **PROSPECTIVE INSTITUTIONAL ARRANGEMENTS AND PARTNERSHIPS**

In this section, the implementing organization should describe the proposed arrangements for carrying out the project(s), in particular:

* + - Whether the implementing organization plans to establish a Project Management Unit within an institution or within the organization or project. It should be noted that the reinforcement of relevant existing PMUs is an asset, as projects could be operational more quickly.
    - An explanation of how transaction costs will be minimised and consistency between projects ensured.
    - The planned strategy for identifying investment projects (upstream of project implementation, or through a call for tenders at the start-up stage).
    - In the case of the direct release of subsidies or PES to private beneficiaries, a brief explanation of the mechanism(s) envisaged must be provided.

The implementing organization should explain how the institutional arrangements envisaged are appropriate and allow for rapid and effective (results-oriented) project implementation including the delivery of a coherent package of instruments (prep. grants, investments, and performance-based payments). If project preparation grants, investments and performance-based payments are delivered/managed by different entities, describe which measures will be taken to ensure that projects will be able to transition and/or combine these instruments with minimal administrative burden.

* 1. **OPERATIONAL TIMETABLE**

Describe in a table the main stages and estimated duration of the process envisaged, from the selection of the implementing organization to the operationalization and closure of the project in the field. As an indication, the stages will include (i) preparation of the project document, (ii) recruitment and establishment of the project management unit, (iii) recruitment of technical assistance, (iv) identification of the portfolio (call for proposals, due diligence, etc.), (v) signature of funding agreements between the implementing organization and the private sector organization, (vi) investment in field activities, etc.

NB: in the specific case of performance-based grants instruments, additional stages will include monitoring and reporting results to CAFI and undergoing independent verification, and finally requesting first payments from CAFI.

In this section, the bidder may indicate what strategy it may envisage to ensure rapid operationalization of activities in the field, in order to anticipate the risks of delays that may arise.

* 1. **INTERNAL POLICIES OF THE IMPLEMENTING ORGANIZATION AND RISK MANAGEMENT/SAFEGUARDS**

Provide a summary of the implementing organization's policies, procedures and, if applicable, experience in integrating into projects: i) gender and indigenous issues, ii) human rights and non-discrimination, iii) conflict prevention and resolution, iv) monitoring, evaluation and learning, v) corruption and conflict of interest, as well as 'do no harm' approaches.