

## Call for Proposals for the Global Environment Facility

### Small Grants Programme: Operational Phase 8

<b>Post Title</b>	Proposal to promote community-driven sustainability initiatives through the Global Environment Facility Small Grants Programme (GEF-SGP) Operational Phase Eight (OP8)
<b>Agency/Project Name</b>	UNDP, in collaboration with the Ministry of Green Economy & Environment in Zambia
<b>Country of Assignment</b>	Zambia
<b>Period of assignment/services</b>	2026-2029
<b>Value</b>	<b>Grant Amounts of up to USD 50,000</b>
<b>Geographical Scope</b>	<b>National Call Across all Provinces in Zambia</b>

#### 1.0. INTRODUCTION

The Global Environment Facility's Small Grants Programme (GEF-SGP), implemented by the United Nations Development Programme (UNDP), is a flagship initiative that empowers civil society organizations (CSOs), community-based organizations (CBOs), and grassroots actors in developing countries to address global environmental challenges through locally led, inclusive, and innovative solutions. Funding provided by the GEF is focused on GEF's Focal Areas of Biodiversity Conservation (BD), Climate Change (CC), Land Degradation (LD), International Waters (IW), and Chemicals and Waste (CH). Since its inception in 1992, the SGP has supported over 26,000 projects worldwide, demonstrating that small-scale, community-driven action can generate significant global environmental benefits while advancing sustainable development, improving livelihoods, and reducing poverty.

The GEF-SGP operates through a decentralized, country-level delivery mechanism guided by a multi-stakeholder National Steering Committee (NSC) and coordinated by a Country Programme team. Its **"Community Action, Global Impact"** approach recognizes that transformative change begins at the local level, where communities possess the knowledge, motivation, and capacity to protect ecosystems and improve well-being. The Eighth Operational Phase (OP8) builds on over 30 years of experience and introduces a strategic shift towards integrated landscape management. This approach promotes multi-stakeholder collaboration, inclusive governance, and systems thinking to address complex environmental and socio-economic challenges. OP8 is designed to mobilize bottom-up action by empowering local

communities, including **women, youth and persons with disabilities (PWD)**, to lead initiatives that restore ecosystems, strengthen resilience, and promote sustainable development.

In Zambia, OP8 will address escalating pressures such as biodiversity loss, land degradation, climate vulnerability, and pollution from chemicals and waste, particularly in communities that depend directly on natural resources and ecosystem services. In line with GEF-OP8 programming directions, OP8 seeks to generate multiple global environmental benefits by building the capacity of local actors to tackle climate change, restore degraded ecosystems, and improve socio-ecological productivity. It will support initiatives that enhance ecosystem services, diversify livelihoods, and strengthen governance systems across critical landscapes. At the same time, OP8 contributes to Zambia's national priorities. By mainstreaming and scaling community-led solutions, the SGP will continue to catalyse transformative change that is locally grounded, environmentally impactful, and globally significant.

## 2.0. OBJECTIVE

- i) Empower local CSOs and CBOs to lead community-driven initiatives that enhance well-being, resilience and global environmental benefits
- ii) Apply integrated landscape approaches to improve ecosystems services, diversify livelihoods, and strengthen governance systems
- iii) Accelerate innovation and scaling up by leveraging multi-stakeholder alliances, partnerships, and dialogue platforms
- iv) Promote social inclusion and equity, with a strong focus on women, local people, youth, persons with disabilities, and other vulnerable groups

## 3.0. STRATEGIC INITIATIVES

### i) **Community-based management of threatened ecosystems and species:**

Through GEF-SGP OP8, grants will be awarded to local CSOs/CBOs to support the conservation and sustainable use of natural resources in forest landscapes, grasslands, river basins and catchments, wetlands, and coastal and marine ecosystems, as well as mainstream biodiversity conservation principles and practices in key production sectors in the landscape. With the active involvement of local people, local communities and CSOs embedded within multi-stakeholder governance platforms, locally led initiatives will support innovative solutions at landscape, national, and other levels.

### ii) **Sustainable agriculture and fisheries, and food security:**

Through landscape-level community-based grants, GEF-SGP OP8 will enhance the sustainability and productivity of priority socio-ecological production systems, particularly for staple foods and commodities, livestock, fisheries and aquaculture. GEF-SGP OP8 will emphasize support to local farmers and fishers to adopt science-based agroecological, regenerative, and biodiversity conservation principles and practices and adapt these to local contexts using traditional knowledge.

Local action in the landscape will directly support national voluntary Land Degradation Neutrality targets.

iii) **Local to Global Coalitions for Chemicals and Waste Management:**

The GEF-SGP OP8 will support communities at the forefront of chemicals and waste-related threats, either as users or consumers. Interventions will focus on innovative, affordable, and practical solutions to chemicals and waste management, including plastics, electronic waste, polychlorinated biphenyls and other persistent organic pollutants, and mercury.

#### 4.0 PRIORITY LANDSCAPES

Prioritized landscapes for GEF-SGP OP8 will include the following catchment areas:

- i. Chambeshi catchment area
- ii. Luapula catchment area
- iii. Luangwa catchment area
- iv. Kafue catchment area
- v. Tanganyika catchment area
- vi. Zambezi catchment area

#### 5.0. ELIGIBILITY CRITERIA

The information in this section establishes the criteria for the submission, selection, and implementation of projects financed by the GEF-SGP. Organizations wishing to apply under GEF-SGP OP8 must meet the following criteria:

- Be a **locally registered NGO, CBO, CSO, foundation, academic institution, or similar entity**, in accordance with Government of Zambia legal requirements. *Proof of registration must be attached.*
- Private Sector entities are not eligible.
- Have **experience in implementing initiatives of similar scope and nature** and demonstrate **strong community involvement** in the proposed project.
- Be capable of preparing both **narrative and financial reports**.
- Be willing to provide a **matching contribution** (in-kind and/or cash) to complement the requested funds.

#### 6.0 NON-ELIGIBILITY OF PROJECT PROPOSAL TYPES

The following types of project proposals are **not eligible** for funding under the GEF-SGP OP8:

-

- Project proposals that support activities that are not in line with the values of the UN or that provide funding for any criminal activities including but not limited to terrorism.
- Project proposals which do not demonstrate equal treatment for individuals or groups of people on grounds of their gender, religious beliefs, or lack of them, or their ethnic origin.
- Project proposals which consist exclusively or primarily of capital expenditure e.g., land, buildings, equipment, vehicles, etc.
- Project proposals that promote political activities or religious activities.
- Project proposals concerned only or mainly with individual sponsorships for travel and participation in workshops, seminars, conferences, and congresses.
- Project proposals concerning only or mainly individual scholarships for studies or training courses.
- Credit or loan schemes.
- Cash donations.

## **7.0 ELIGIBILITY OF PROJECT COSTS:**

The categories of costs considered as eligible and non-eligible are indicated below. The budget is both a cost estimate and a ceiling for "eligible costs". Note that the eligible costs must be real costs based on supporting documents. Costs that do not appear realistic may be rejected. It is therefore in the applicant's interest to provide a realistic and cost-effective budget in United States Dollars (USD). Please use the attached budget template only.

### **7.1 Eligible costs**

To be eligible under this call for proposals, costs must directly be verifiable and traceable to the activities being proposed for implementation.

### **7.2 Ineligible costs**

The following costs are not eligible:

- Debts and provisions for losses or debt.
- Interest owed.
- Salary top-ups and similar emoluments to government employees
- Items already financed in another framework, i.e. existing capacity should not be included in the budget

## **8.0. APPLICATION PROCEDURE**

### **8.1. Application Process**

Eligible organizations should prepare a proposal using the templates provided in the Annex (Narrative and Financial). Proponent organizations must ensure their proposed project idea is relevant, innovative, and aligned with the GEF SGP Operational Phase 8 Country priorities. Co-financing (in-kind or cash) is mandatory. Applicants are to submit a full project proposal, which will be reviewed by the National Steering Committee (NSC) of the GEF SGP in Zambia.

During the implementation of the GEF-SGP, facilitating and establishing partnerships among various organizations and groups is a core component of the project. The GEF-SGP encourages community organizations that lack project management experience to actively participate in related activities and enhance their capabilities by cooperating with organizations that have rich experience. This cooperation mechanism is necessary for better developing and promoting innovative local initiatives.

## 8.2. Where and how to send the application

Those wishing to apply for Grants, must submit a signed grant proposal application form in line with the template provided and other documents as required in line with the Terms of Reference directly to the GEF Small Grants Programme email; [ops.zm@undp.org](mailto:ops.zm@undp.org) copy [registry.zm@undp.org](mailto:registry.zm@undp.org) no later than **11:59 PM Zambia time on 31<sup>st</sup>**

**December 2025.** Proposals submitted in person, through other email addresses or using other templates will not be considered. The subject line should read “**UNDP Small Grants Programme OP8**”. Incomplete applications will be rejected.

**Proposals received after the deadline will not be considered.** Any request for clarification must be sent by standard electronic communication to [ops.zm@undp.org](mailto:ops.zm@undp.org).

In submitting proposals, **the applicant must encode each document with the proper name as per below:**

**ANNEX I** Letter of support from the government line Ministry.

**ANNEX II** Project Proposal (Technical) - The technical proposal must not exceed 15 pages. The minimum elements to be included must respond to the technical criteria identified in the Terms of Reference (ToR).

**ANNEX III** Project Proposal (Financial) - The financial proposal should be comprehensive.

Other documents to be attached:

- a. Proof of registration including copies of registration certificate(s)
- b. A clearly defined management structure: Organogram, Management Structure, contact details
- c. Proof of experience in relevant fields as indicated in the call for proposals.
- d. Support letter from a government line ministry

A zoom meeting has been arranged to provide more details. The zoom meeting will be held on **19<sup>th</sup> December 2025 from 11:00 to 12:30 hours.**

<https://undp.zoom.us/j/89028146295?pwd=3ZULHLfRgMEBSIIg9CEq3rHVI8INv.1>

Meeting ID: 890 2814 6295

Passcode: 359038

## 9.0 EVALUATION PROCEDURE

The evaluation will be done by the NSC of the UNDP Small Grants Programme. **The quality of the project proposals will be assessed in accordance with the evaluation criteria set.**

The provisionally selected project proposals are reviewed by the NSC of the GEF-SGP based on which the approval will be granted. The following documents will be signed as part of the grant agreement between UNDP and grant recipients:

- Standard Memorandum of Agreement
- Annex A - Project Proposal
- Annex B - Project Budget