

ANNEX A: ANNUAL PROGRAM STATEMENT

Caribbean Climate Investment Program

2023-0006-Annual Program Statement (APS)

Issuance Date: August 21, 2023

Concept Paper Submission Deadline: March 31, 2024.

Note: CCIP-CFDA will conduct its first review of submitted concept papers 30 days after issuance of this APS. All subsequent reviews will be done on a monthly basis, subject to availability of funds.

Dear Applicant:

The Caribbean Climate Investment Program (CCIP), a program under the United States Agency for International Development (USAID) Climate Finance for Development Accelerator (CFDA) implemented by Chemonics International (and from now on referred to as CCIP-CFDA) is seeking concept papers for the implementation of activities designed to promote sustainable energy generation and increase climate resiliency of the energy sector in the Caribbean. The primary focus of this APS is to support the development of renewable energy (RE) and energy efficiency (EE) technology as well as climate change adaptation interventions that increase private sector investments. The grants issued from this APS will be awarded and implemented in accordance with USAID and US Government regulations governing grants under contracts and CCIP-CFDA's internal grant management policies.

CCIP-CFDA and Chemonics employees may not ask for, and applicants are prohibited from offering, any money, fee, commission, credit, gift, gratuity, thing of value, or compensation to obtain or reward improper favorable treatment regarding this solicitation. Any improper request from a project employee should be reported to the CFDA Chief of Party or BusinessConduct@chemonics.com.

SECTION I. PROGRAM DESCRIPTION

IA. OBJECTIVE

CCIP-CFDA intends to award grants to financial sector partners, private businesses, or organizations (not-for-profit or for-profit) supporting the development, use, and commercialization of RE, EE, and/or adaptation practices and technologies which can be piloted, scaled, and deployed in the following countries: the Dominican Republic, Jamaica, Dominica, Grenada, St. Kitts and Nevis, St. Lucia, St. Vincent and the Grenadines, Barbados, Trinidad and Tobago, Guyana, and Suriname. Grants will provide financial and technical assistance to entities advancing RE, EE, and climate adaptation interventions that may catalyze private finance and private sector-led actions.

IB. BACKGROUND

USAID's [CFDA](#) provides on-demand support services and technical assistance for USAID Missions, Bureaus, and Independent Offices across various climate finance issues. CFDA is designed to help dramatically and rapidly mobilize finance to address climate change adaptation (CCA) and climate change mitigation (CCM) in developing countries and will use public resources catalytically to stimulate, leverage, and mobilize private sector financing and actions that support an equitable green recovery and promote climate-resilient growth.

CCIP-CFDA is a four-year, catalytic activity focused on increasing private sector investment in RE, EE, natural climate solutions, and climate adaptation projects addressing climate, environmental, and social challenges. CCIP-CFDA aims to complement US Government climate change and energy initiatives, including the US-Caribbean Partnership to Address the Climate Crisis 2030 (PACC 2030), which will strengthen energy security and promote climate adaptation and resilience, and the USAID/DR Caribbean Energy Initiative (CEI), which will reduce significant hurdles to the Caribbean region’s growth, stability, and self-reliance by promoting energy resilience and energy security. CCIP-CFDA has the following key objectives:

1. Business development service facilitation to private sector partners working with RE/EE technologies;
2. Access to finance, de-risking instruments, and lending products to climate finance seekers working with RE/EE technologies; and
3. Technical and financial support to businesses, communities, and other entities in developing, scaling, or improving adaptation practices and technologies.

IC. PROGRAM DESCRIPTION

CCIP-CFDA grant funds will support enterprises working on the development, commercialization, and use of RE and EE technologies, and provide funding for climate-resilient and adaptation projects within the clean energy sector. Through these awards, CCIP-CFDA will adhere to a **1:1 minimum leverage** for partnerships for locally led grants (see box). CCIP-CFDA strongly encourages higher leverage amounts. Please refer to the evaluation criteria for more information regarding leverage amount and further requirements for applicants.

This is a two-stage grant application process. The first stage is for the applicant to submit a concept paper and budget. Concept paper forms (Annex A) will be evaluated against the merit review criteria listed in Section V below. If the applicant successfully meets or exceeds the merit review criteria, they will be invited to submit a full application (phase 2). Only those applicants who meet or exceed the merit review criteria at the concept paper stage, will be invited to submit a full grant application, as part of phase 2. Applications will be reviewed 30 days after the issuance of the APS and on a monthly basis, thereafter, subject to the availability of funds.

Applicants with successful concept notes will be invited to a co-creation workshop to further develop the grant concept to submit a full grant application.

CCIP-CFDA recognizes that some grantees may need assistance with the grant concept paper application process. CCIP-CFDA will host occasional webinars to provide an overview of the APS and application process and answer any questions from prospective applicants (see section IVE).

Determining Leverage and Understanding CCIP-CFDA’s Role in Mobilizing Climate Finance

Leveraged funds are non-USAID resources that third parties (e.g., businesses, private foundations, individuals, etc.) bring to the grant activity without necessarily providing them to the grant recipient. These resources take a variety of forms, such as financial contributions, donated services or property, or intellectual property. Under this APS, CCIP-CFDA is seeking a minimum of 1:1 leverage, with the expectation that many applicants will exceed this amount. The leverage amount should be determined based on the capacity of the applying organization and proposed grant activity.

Mobilized funds are non-USAID capital that is directed toward projects, companies, or other initiatives with climate outcomes. CCIP-CFDA’s grants program will contribute to a pipeline of CCM and CCA interventions that have the potential to ultimately crowd in capital from the private sector, thereby mobilizing funds.

Gender equality and social inclusion (GESI) is a guiding principle for all CCIP-CFDA interventions and grantees should ensure that their activities embrace an inclusive development approach that achieves both climate and equity goals. Preference will be given to concepts that are gender-responsive and recognize and address issues faced by indigenous communities and other underserved populations.

ID. AUTHORITY/GOVERNING REGULATIONS

CCIP-CFDA grant awards are made under the authority of the U.S. Foreign Affairs Act and USAID's Automated Directive System (ADS) 302.3.5.6, "Grants Under Contracts." Awards will adhere to guidance provided under [ADS Chapter 303](#), "Grants and Cooperative Agreements to Non-Governmental Organizations" and will be within the terms of the USAID Standard Provisions as linked in the annexes, as well as the CFDA grants procedures.

ADS 303 references two additional regulatory documents issued by the U.S. Government's Office of Management and Budget (OMB) and the U.S. Agency for International Development:

- 2 CFR 200 [Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E](#) (U.S. applicants are subject to 2 CFR 200 in its entirety)
- 2 CFR 700, USAID's [Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards](#)

Full text of 2 CFR 200 can be found at http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl and 2 CFR 700 at <http://www.ecfr.gov/cgi-bin/text-idx?SID=531ffcc47b660d86ca8bbc5a64eed128&mc=true&node=pt2.1.700&rgn=div5>. CFDA is required to ensure that all organizations receiving USAID grant funds comply with the guidance found in these circulars, as applicable to the respective terms and conditions of their grant awards.

Under the CCIP-CFDA grant program, USAID retains the right at all times to terminate, in whole or in part, CCIP-CFDA grant-making authorities.

<https://www.usaid.gov/about-us/agency-policy/series-300/references-chapter/303mab>

SECTION II. ELIGIBILITY

IIA. ELIGIBLE RECIPIENTS

- Applicants must be:
 - A private Caribbean-based business or organization (not-for-profit or for-profit) or a private international for-profit or non-profit organization or business developing and piloting cutting-edge RE, EE, or climate adaptation technology which can be scaled in CCIP priority countries: the Dominican Republic, Jamaica, Dominica, Grenada, St. Kitts and Nevis, St. Lucia, St. Vincent and the Grenadines, Barbados, Trinidad and Tobago, Guyana, and Suriname.
 - Propose a minimum 1:1 amount of leveraged funds in the concept proposal. Any proposal that does not propose this minimum leverage requirement will not be considered by CCIP-CFDA.
- Applicants may only submit one concept at a time per organization under this APS.
- Applicants must be able to demonstrate successful past performance in the implementation of integrated development programs related to CCIP-CFDA's priority areas or have demonstrated technical knowledge of CCIP-CFDA's priority areas.

- Applicants must display sound management in the form of financial, administrative, and technical policies and procedures and present a system of internal controls that safeguard assets; protect against fraud, waste, and abuse; and support the achievement of program goals and objectives. CCIP-CFDA will assess this capability prior to awarding a grant.
- Applicants must sign certain required certifications prior to receiving a grant. The certifications will be provided to those applicants that are selected to advance to the next phase and present a full application.
- For any grant award(s) resulting from this solicitation that is other than in-kind, equivalent to \$25,000 USD or more, and has no anticipated subawards, grantees will be required to provide a Unique Entity Identifier (UEI) at the time of award. If the applicant already has a UEI it should be included in their concept paper. Otherwise, applicants will be expected to get a UEI before an award is made. CCIP-CFDA will assist successful applicants with this process. More information on UEIs can be found [here](#).
- The project will work with the successful grantee to draft a marking and branding plan which will be annexed to the grant agreement.
- Faith-based and community groups will receive equal opportunity for funding in accordance with the mandated guidelines laid out in ADS 303.3.28 except for faith-based organizations whose objectives are for discriminatory and religious purposes, and whose main objective of the grant is of a religious nature.
- Public International Organizations (PIOs) and partner government entities (ministry, department, agency, service, district, municipality, or public universities) are not eligible for financing under CCIP-CFDA.
- CCIP-CFDA will prioritize grant concepts that show existing commitments from local partners, or show their significant involvement in the grant.
- CCIP-CFDA will prioritize market-ready solutions using renewable energy/energy efficiency and climate adaptation technologies.

CCIP-CFDA encourages concept paper submissions from new organizations who meet the above eligibility criteria.

IIB. AREAS THIS APS MAY SUPPORT

This section presents the funding ceiling and a non-exclusive illustrative list of areas and eligible typology of projects and services that may be supported under this APS. It is expected that grant funds will cover project development costs that are critical to the project reaching investment readiness, financial close, or an otherwise relevant milestone.

Funding ceiling

CCIP-CFDA will provide non-reimbursable grants for up to 5 percent of total project costs.¹ Funding, however, will be limited to project development activities, as illustrated in this section, and may not be used for project execution.

Illustrative Areas

- Development of projects and/or development of piloting replication and scalability of climate adaptation and clean energy technologies, including electric vehicles (EVs) and/or charging

¹As indicated in Section II Award Information above, grants will not exceed \$1 million U.S. Dollars per award for non-U.S. organizations and shall not exceed \$500,000 for U.S. organizations (not-for-profits or for-profits), provided the eligibility and conditions in ADS 302.3.4.13 are met.

infrastructure, solar photovoltaic (PV) solutions, mini-grids, energy storage, smart grids, offshore/onshore wind energy, waste-to-energy, and wave energy.

- Developing capacity for financial institutions to scale investments in energy efficiency measures, smart meters, embedded microgrids, and distributed energy investments.
- Adoption and/or expansion of energy efficiency systems or equipment (e.g., refrigeration, cooling, motors).
- De-risking investments into companies developing nature-based solutions (e.g., green infrastructure) that lower energy consumption and/or reduce the impact of extreme weather events.

Illustrative Projects or Services

- Power generation. Isolated or grid-connected renewable energy for distributed generation, mini-grids, and mesh-grids.
- Market-based solutions. Projects involving sales and distribution of small-scale clean technologies and products that provide power, efficiency, or climate adaptation solutions.
- Clean energy and adaptation catalyzers. Initiatives that introduce or expand essential or provide additional resources to a specific market, which clean energy sector actors may then leverage to expand renewable energy, energy efficiency, and climate adaptation offerings to a target market, including financing and leasing facilities.

Potential use of funds

- Pre-Feasibility and Feasibility studies
- Engineering costs that are associated with project design, technology assessment, and overall feasibility studies.
- Costs for the preparation of environmental and social impact studies.
- Costs associated with the assessment of physical and technical availability and characterization of renewable resources or climate mitigation resources.
- Other costs associated with consulting, engineering, or legal services needed to advance project development to investment readiness, develop a proof of concept or piloting, scale-up of services² or power generation or energy efficiency services, or climate adaptation interventions.

SECTION III. AWARD INFORMATION

CCIP-CFDA anticipates awarding a minimum of 10 grant awards through this APS.³ Awards will range in value but shall not exceed USD 1 million per award for non-U.S. organizations and shall not exceed USD 500,000 for U.S. organizations (not-for-profits or for-profits), provided the eligibility criteria and conditions in ADS 302.3.4.13 are met. The final amount of each award will be dependent upon grant activities and final negotiation. The duration of any grant award under this solicitation is expected to be no more than two years. CCIP-CFDA anticipates awarding Fixed Amount Award (FAA) grants.

All CCIP-CFDA issued grants will include the Mandatory References and Required As Applicable Standard Provisions:

- Standard Provisions for U.S. and Non-U.S. Nongovernmental organizations receiving a fixed amount award can be accessed through the following URL:
<https://www.usaid.gov/about-us/agency-policy/series-300/references-chapter/303mat>

² Including financial services

³ At an estimated size of 5% of total project costs, as explained in Funding Ceiling in section III below.

SECTION IV. CONCEPT PAPER AND SUBMISSION INFORMATION

IVA. INSTRUCTIONS TO APPLICANTS

Applicants must propose strategies for the implementation of the program description described above, introducing innovations that are appropriate to their organizational strengths.

IVB. CONCEPT PAPER AND GRANT APPLICATION

Instructions and a template to be utilized when developing the concept paper are provided in Annex A. Applicants shall present their concept paper in the format provided and shall follow the instructions and guidelines listed in these annexes.

All grant activity costs must be within the normal operating practices of the Applicant and in accordance with its written policies and procedures. For applicants without an audited indirect cost rate, the budget may include direct costs that will be incurred by the Applicant to provide identifiable administrative and management costs that can be directly attributable to supporting the grant objective.

The concept paper must be signed by an authorized agent of the Applicant. E-signatures are accepted.

IVC. PRE-AWARD RISK ASSESSMENT

All organizations selected for award are subject to a pre-award risk assessment conducted by CCIP-CFDA, to ascertain whether the organization has the minimum management capabilities required to handle US government funds.

IVD. INELIGIBLE EXPENSES

CCIP-CFDA grant funds may not be utilized for the following:

- Construction or infrastructure activities of any kind (including installation of solar panels or other RE/EE technologies).
- Ceremonies, parties, celebrations, or “representation” expenses.
- Purchases of restricted goods, such as: restricted agricultural commodities, motor vehicles including motorcycles, pharmaceuticals, medical equipment, contraceptive products, used equipment; without the previous approval of CFDA, or prohibited goods, prohibited goods under USAID regulations, including but not limited to the following: abortion equipment and services, luxury goods, etc.
- Covered telecommunication and video surveillance equipment or services – per the standard provision entitled “Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment”, grant funds including direct and indirect costs, cost share and program income may not be used to (1) procure or obtain; (2) extend or renew a contract to procure or obtain; or (3) enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment or services (“CTES”) as a substantial or essential component of any system, or as critical technology as part of any system. This prohibition covers certain telecommunications equipment and services, including, but not limited to, phones, internet, video surveillance, and cloud servers, produced or provided by Huawei Technologies Company, ZTE Corporation, Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or

affiliate of such entities) unless CFDA has determined that there is no available alternate eligible source for the CTES. For fixed amount awards, this restriction is only applicable if any of the milestones are for telecommunication or video surveillance services or equipment.

- Alcoholic beverages.
- Purchases of goods or services restricted or prohibited under the prevailing USAID source/nationality (Cuba, Iran, North Korea, and Syria).
- Any purchase or activity, which has already been made.
- Purchases or activities unnecessary to accomplish grant purposes as determined by CCIP-CFDA.
- Prior obligations of and/or, debts, fines, and penalties imposed on the Grantee.
- Creation of endowments.

IVE. SUBMISSION INFORMATION

Concept papers and budgets should be submitted in English or Spanish as a PDF or PowerPoint slide deck using the format provided in Annex A **with a maximum of 10 slides**. Concept papers should be submitted through the application portal using this link: <https://airtable.com/shr4eGJC8nYYIObV1>

Applicants must also upload an electronic copy of their organization/company registration documentation.

Concept papers must include the following information:

- Cover page that includes a project/activity title, name of the organization, legal representative, country of legal residence of the organization, point of contact, UEI, and Tax ID (TIN) numbers
- Executive summary (limit to one slide)
- Description of project context and definition of the problem this project seeks to address in climate finance, RE, EE, or climate resilience and adaptation sectors (one to two slides)
- Proposed solution (one to two slides)
- Analysis of relevant data and enabling environment including alignment of solution to local regulatory framework including licensing, permitting, and environmental impact assessment (one slide)
- Company/organization profile and proposed staffing (one to two slides)
- Grant funding (summary budget) requested. Summary budgets must be presented in the local currency of the organization (e.g. applicants from Dominican Republic must present budgets in Dominican pesos) (one slide).
- Grant funding justification and estimated timeline for implementation of activities (one to two slides).

CCIP-CFDA will conduct its first review of submitted concept papers 30 days after issuance of this APS. All subsequent reviews will be completed monthly, subject to availability of funds. CCIP-CFDA will communicate with and send notifications regarding this opportunity through CFDA's partnership portal, the [Climate Finance Investment Network \(CFIN\)](#). Potential applicants are encouraged to join the partnership portal to receive timely CFDA-related updates, including updates regarding costs, additional availability of funds, or specific review windows. Late or unresponsive applications will only be considered at the discretion of CCIP-CFDA.

Please submit all questions concerning this solicitation via the [Solicitation Question Submission Form](#). At the request of an applicant, CCIP-CFDA can assist with questions pertaining to the application process and provide coaching in application development.

SECTION V. APPLICATION MERIT REVIEW CRITERIA

As described above, applications will be evaluated in a two-step evaluation process:

- The first step is for applicants to submit a concept paper.
- If the concept paper is accepted, you will be invited to participate in a co-creation session, and asked to submit a more detailed application.

All concept papers will be reviewed by an internal review panel comprised of CCIP-CFDA technical implementation staff, and recommendations may be vetted by other select individuals. Concept papers will be evaluated against the criteria below.

1. Is there a clear explanation of (a) what the proposed solution is trying to address, (b) how it solves the issue, and (c) how it fits within the CCIP-CFDA objectives of advancing RE, EE, and climate adaptation by mobilizing private finance and private sector-led actions? (35%)
2. Does the organization's profile and proposed staffing indicate feasibility of implementation of their proposed activities? (20%)
3. If successful, is the proposed solution likely to be replicated, strengthen the relevant value chain, or otherwise mobilize capital not captured in the proposed leveraging amounts (15%)?
4. Does the proposed leverage amount exceed the minimum 1:1 leverage requirement? (20%)
5. Is the request for funding commensurate with the potential impact on CCIP-CFDA objectives? (10%)

More specific criteria will be used for evaluating full applications for those whose concept papers have been selected. Full merit review criteria will be shared with applicants whose concept papers are selected as part of the full application. Additionally, CCIP-CFDA will ensure environmental soundness and compliance in design and implementation as required by 22 CFR 216.

SECTION VI. AWARD AND ADMINISTRATION INFORMATION

All grants will be negotiated, denominated and funded in local currency or US Dollars. All costs funded by the grant must be allowable, allocable, and reasonable. Grant applications must be supported by a detailed and realistic budget as described in Section IV.

Issuance of this APS and assistance with application development do not constitute an award or commitment on the part of CCIP-CFDA, nor does it commit CCIP-CFDA to pay for costs incurred in the preparation and submission of an application. Further, CCIP-CFDA reserves the right to accept or reject any or all applications received and reserves the right to ask further clarifications from the offerors. Applicants will be informed in writing of the decision made regarding their application.