



**USAID Climate Finance for Development Accelerator (CFDA)  
Request for Applications (RFA) 2025-0022-RFA**

<b>Funding Opportunity Title</b>	Supporting Climate Adaptation Innovations in the Caribbean
<b>Announcement Type</b>	Request for Applications
<b>Issuance Date</b>	October 16, 2024
<b>RFA Closing Date</b>	December 15, 2024, 11:59pm EST
<b>Submit Questions to the Following Link:</b>	<a href="#">Solicitation Question Submission Form</a>
<b>Deadline for Submitting Questions:</b>	November 1, 2024, 11:59 EST
<b>Submission Portal Link:</b>	<a href="#">Submission Portal</a>
<b>Virtual Pre-Application Workshops (see Part 2):</b>	November 6, 2024, 12:00-2:00pm EST and November 26, 2024 2:00-4:00pm EST

The Caribbean Climate Investment Program (CCIP), under the USAID Climate Finance for Development Accelerator (CFDA)<sup>1</sup> [referred to as “CCIP” hereafter], implemented by Chemonics International, is seeking grant applications for implementation of climate adaptation solutions focused on Eastern and Southern Caribbean countries. The grants will be awarded and implemented in accordance with USAID and US Government regulations governing grants under contracts and CCIP’s internal grant management policies.

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

CCIP 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 chief of party or [BusinessConduct@chemonics.com](mailto:BusinessConduct@chemonics.com).

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<sup>1</sup> The United States Agency for International Development (USAID) Climate Finance for Development Accelerator (CFDA), also known as “the Accelerator,” is a \$250 million initiative designed to mobilize \$2.5 billion in public and private climate investments by 2030. These investments will fund a range of climate change mitigation, and adaptation activities focused on scaling up the transition to an equitable and resilient net-zero economy.

The RFA is divided into three parts as follows:

**Part 1** – Program Overview, Eligibility, and Requirements

**Part 2** – Application and Submission Information

**Part 3** – Required Annexes (linked separately)

## **Part 1 - Program Overview, Eligibility, and Requirements**

### **1A. PROGRAM OBJECTIVE**

CCIP is awarding grants to local, U.S., and international organizations and private entities to support the pilot, commercialization, and uptake of activities that bolster the capacity of Eastern and Southern Caribbean countries to withstand the long-term impacts of climate change and recover quickly from acute climate-fueled events.

CCIP's geographic scope covers 14 countries in the Eastern and Southern Caribbean, including Antigua, The Bahamas, Barbados, Dominica, Dominican Republic, Grenada, Guyana, Haiti, Jamaica, St. Kitts and Nevis, St. Lucia, St. Vincent and the Grenadines, Suriname and Trinidad and Tobago. Applicants do not need to be registered in a country within CCIP's geographic scope, but the project for which they are seeking support must directly benefit one or more of them and applicants must be able to operate legally in the country in which the activity is being implemented.

While we will accept applications across CCIP's entire geographic scope, applications from Antigua, Barbados, Dominica, Grenada, Guyana, St. Kitts and Nevis, St. Lucia, St. Vincent and the Grenadines, and Suriname are encouraged.

### **1B. PROGRAM BACKGROUND**

The Caribbean Climate Investment Program (CCIP) is a four-year, catalytic activity focused on increasing private sector investment in renewable energy (RE), energy efficiency (EE), natural climate solutions, and climate adaptation projects addressing climate, environmental, and social challenges. CCIP 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 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.

CCIP's first grants window, Annual Program Statement No. 2023-0006-APS, was closed in March 2024 and received 66 concept notes, of which \$4.75M has been awarded. As part of CCIP's \$6M grant fund, CCIP is opening this smaller grant window, Request for Applications No. 2025-0022-RFA, with priority for Eastern and Southern Caribbean.

## 1C. DETAILED PROGRAM DESCRIPTION

CCIP intends to support climate adaptation solutions focused on Eastern and Southern Caribbean countries. Through these awards, CCIP expects grantees to propose minimum leverage goals up to or exceeding 1:1. The type of grant issued will be determined at the negotiation stage. Below is an illustrative, non-exhaustive list of areas of support which could be targeted through this RFA. Creativity regarding specific grant concepts is encouraged from applicants:

- **Infrastructure Resilience Design:** Designing new buildings or retrofitting solutions to augment architectural durability, mitigate flooding, improve water conservation, and increase energy efficiency.
- **Ecosystem Management:** Protecting and restoring ecosystems (e.g., mangroves, coral reefs, wetlands) and capitalizing on the natural services they provide through market-based systems (e.g., payment for ecosystem services).
- **Disaster Risk Reduction:** Minimizing the effects of extreme climate-fueled events through improved preparation, such as risk mapping, preparedness and emergency response plans, and awareness creation for private sector firms in the commercial, industrial and service sectors.
- **Resilient Distributed Renewable Energy Generation and Storage Capabilities:** Deploying or optimizing resilient grid-connected or isolated energy storage systems that enhance the reliability and stability of energy supply during climate-fueled disruptions or post-disruption rapid re-deployment.

Activities should demonstrate proof of concept either within the Caribbean or a similar context and demonstrate the potential for replication or scale-up. Applicants must also meet the eligibility criteria as defined in Section 1G.

CCIP will communicate with and send notifications regarding opportunities under this solicitation through CFDA's partnership portal, the [Climate Finance Investment Network \(CFIN\)](#) and published on CFDA's [procurement page](#). Potential applicants are encouraged to join the partnership portal to receive timely CCIP-related updates. The CFIN, which is managed by CFDA, brings together climate finance-related stakeholders across a diverse set of sectors that engage in emerging and frontier markets to partner with USAID. There is no cost to join the CFIN, and membership does not involve any commitment or obligation.

CCIP recognizes that some grantees may need technical assistance to more effectively carry out the activity. Consequently, applicants are encouraged to specify their needs for technical assistance and/or training in their application.

<b>Leverage</b>	<b>Mobilization</b>
Non-U.S. government resources provided by the recipient or third parties that directly contribute to the implementation of the grant activity and was unlocked by the presence of a USG financial commitment, such as cost-sharing a grant or guaranteeing a loan. Leverage may be any resource of measurable value, including cash, other	Non-U.S. government resources that are directed into an activity, business or entity, investment vehicle, or initiative. Investments "mobilized" include both the leveraged resources committed to the immediate implementation of the grant activities, as well as investments for the recipient's climate or climate finance solution

financing, in-kind commitments of goods and services, technology transfers, etc. In the case of funds and investment vehicles, it can include capital that will be invested during the period of the grant. Leverage should be included in the applicant’s summary budget for the proposed grant activity.	that are catalyzed as a result of that activity. Climate investment mobilization may be achieved during or beyond the period of a grant award as a key outcome of a partnership.
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## 1D. ACTIVITY INDICATORS

Proposals submitted must include proposed targets for the following associated indicators, along with brief descriptions of data collection methods.

Applicants should propose additional indicators to track the progress of the activity against the target or outcome of the grant activities. In addition, and when applicable to the grant activities, the applicant will report on the indicators as listed in the table below that illustrate the targeted outcomes and impact of their activity. CCIP will work with successful applicants to finalize indicators and reporting requirements prior to award.

CFDA Ref	USAID Ref	Indicator Name
1.0-1.3	EG.11-4, EG.12-4, EG.13-4	Amount of investment mobilized (in USD) for climate change outcomes <i>Disaggregated by Climate Sector: Adaptation, Clean Energy, Sustainable Landscapes</i>
1.4	NA	Percentage of investment mobilized (in USD) that is inclusive of marginalized and underrepresented groups <sup>2</sup>
NA	EG.11-5	Number of people supported by the USG to adapt to the effects of climate change
3.0-3.2	NA	Projected GHG emissions reduced or avoided from adopted laws, policies, regulations, or technologies related to climate change mitigation interventions <i>Disaggregated by Climate Change Mitigation Sector: Clean Energy, Sustainable Landscapes</i> Note: This indicator is only required for activities that have an expected carbon emissions mitigation impact

*Project Impact.* Preference will be given to concepts that integrate as primary or secondary outcomes a combination of the following:

- Promote broad-based socio-economic benefits within the project area and have processes in place to monitor and evaluate these benefits.
- Have a positive impact on climate adaptation and resiliency, energy security, poverty alleviation, gender equity and social inclusion, and other key considerations important to emission reductions and activities in the country where the project is located.
- Support low emissions development in the Caribbean.

<sup>2</sup> “Inclusion” is determined based on characteristics of the project receiving investment, such as whether it is owned or led by members of one or more marginalized/underrepresented group; is/was designed by them; employs or otherwise benefits them; etc. Complete definitions are available in the [CFDA Monitoring, Evaluating, Collaborating, Adapting and Learning Plan \(MECLAP\)](https://pdf.usaid.gov/pdf_docs/PA021NFH.pdf) [https://pdf.usaid.gov/pdf\_docs/PA021NFH.pdf] and in [USAID’s Inclusive Development resources](https://www.usaid.gov/sites/default/files/2023-10/USAID-ID-Hub_ADS-201-AH-Document_Oct-2023_1.pdf) [https://www.usaid.gov/sites/default/files/2023-10/USAID-ID-Hub\_ADS-201-AH-Document\_Oct-2023\_1.pdf]

Grantees will be expected to contribute to CCIP's (and CFDA's) learning agenda related to adaptation, private sector climate investment, nature-based solutions, and other relevant themes. Contributions may consist of participating in interviews or events, facilitating access to local partners, collaborating on short technical documents or other learning products, or sharing relevant data. Details of these engagements will be specified during award negotiation discussions.

## **1E. AUTHORITY/GOVERNING REGULATIONS**

CCIP grant awards are made under the authority of the U.S. Foreign Affairs Act and USAID's Advanced 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 CCIP 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](#) (only applicable to U.S. Applicants)

Full text of 2 CFR 200 and 2 CFR 700 can be found through the links above. CCIP is required to ensure that all organizations receiving USAID grant funds comply with the guidance found in the regulations referenced above, as applicable to the respective terms and conditions of their grant awards.

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

## **1F. AWARD INFORMATION**

The total value available to make awards under this RFA is USD \$750,000. CCIP anticipates making approximately 10 grant awards of up to USD \$75,000. However, the final amount of each award will be dependent upon grant activities and final negotiation and may be lower or higher. Through these awards, CCIP will expect grantees to propose minimum leverage goals, up to or exceeding 1:1.

All grant applications will be evaluated at the same time after the close of the RFA. Awards will be given on a rank-based system, from highest score to lowest score, until funding is expended. CCIP intends to issue Fixed Amount Awards, in which disbursements are based on achieved and approved milestone deliverables. The duration of any grant award under this solicitation is expected to be no more than 18 months. The estimated start date of grants awarded under this solicitation is March 1, 2025.

## **1G. ELIGIBILITY CRITERIA**

In addition to aligning with the thematic adaptation focus areas (refer to section 1C), applicants must adhere to the following eligibility criteria.

### **General Eligibility Criteria**

- Applicants must adhere to the below requirements to be considered for funding:
  - 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: Antigua, Barbados, Dominica, Grenada, Guyana, St. Kitts and Nevis, St. Lucia, St. Vincent and the Grenadines, and Suriname.

- A registered organization, formally constituted, recognized by, and in good standing with appropriate authorities in their country of operation, and compliant with all applicable civil and fiscal regulations. Additionally, international organizations proposing activities in another country must be able to demonstrate that they are legally operating in the country where grant activities are proposed.
- Faith-based and community groups will receive equal opportunity for funding following 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 aim of the grant is of a spiritual 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.
- Private organizations that are part of a Private-Public Partnership project (PPP)<sup>3</sup> are eligible to apply.
- Non-Governmental Organizations and Civil Society Organizations are eligible to apply.
- Applicants are expected to adhere to a minimum 1:1 leverage ratio for any grant funding received through CCIP. Leverage may be any resource of measurable value, including cash, other financing, in-kind commitments of goods and services, technology transfers, etc. In the case of funds and investment vehicles, it can include capital that will be invested during the period of the grant (refer to Section 1D above). Leverage should be included in the applicant's summary budget for the proposed grant activity.
- Applicants must demonstrate successful past performance in implementing integrated development programs related to CCIP's priority areas or have demonstrated technical knowledge of CCIP's priority areas.
- Applicants must demonstrate sound management through 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 will assess this capability before awarding a grant.
- Applicants must sign specific required certifications before receiving a grant. The certifications will be provided to applicants selected to advance to the next phase and present a complete application (refer to Section 2F below).
- 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 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.
- Applicants may only submit one application per prime organization under this RFA.
- Grant support may not be extended to government implementing entities including an office, organization, or body at any level of a public administration system (i.e., ministry, department,

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<sup>3</sup> CCIP will only consider supporting the private sector partner.

agency, service, district, or municipality). This includes parastatals and quasi-governmental entities not formed primarily for commercial purposes, including public universities. See ADS 220.3.2 for more information.

- Grant funding may not support any People’s Republic of China (PRC) government-linked entity (including PRC-controlled enterprises) nor support any transaction involving co-investment from a PRC government-linked entity with a Controlling stake. “Control” is defined in accordance with the federal securities laws and regulations. Grant recipients must undertake reasonable steps to determine that no collaboration with or exploitation by the People’s Republic of China (PRC) takes place with U.S. Government (USG) funding. Any grant recipients are prohibited from collaborating with entities included in the Uyghur Forced Labor Prevention Act (UFLPA) [Entity List UFLPA Entity List | Homeland Security \(dhs.gov\)](#).

### ***Fund Ceiling and Use of Funds***

CCIP will provide fixed amount awards for up to 5% of total project costs with a ceiling of USD \$75,000. Funding, however, will be limited to project development activities (see “Use of CCIP Funds” below) and may not be used for project execution. Applicants must demonstrate financial additionality. Specifically, this means that the CCIP grant:

- Fills a funding gap - covers development costs that the client or other financial partner does not otherwise have the financial resources to cover
- Accelerates the project's development process by helping to meet project development needs in a manner that improves the probability of financial close.
- Attracts private sector participation - funding will bring previously uncommitted private investors to help finance the project.
- Addresses a barrier that would otherwise prevent securing financing or insurance to a project.

Use of CCIP funds. Funds are to be used for project development costs critical to the project reaching financial close (or an otherwise relevant milestone). The following is an illustrative list of permissible uses of CCIP funds:

- Financial and technical pre-feasibility and feasibility studies
- Engineering costs associated with project design, technology assessment, and overall feasibility studies
- Legal costs for preparation of documentation related to permitting, Power Purchase Agreements (PPAs) and other power sales agreements, Engineering, Procurement, and Construction (EPC), Operations & Maintenance (O&M), and financing agreements
- 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 and climate adaptation solutions
- Other costs associated with consulting, engineering or legal services needed to reach financial close, to develop proof of concept or to pilot a business solution, or with scaling up of power generation, energy efficiency services, or business solutions

CCIP encourages applications from new organizations who meet the above eligibility criteria. Similarly, CCIP encourages applications from organizations led by and/or with beneficiaries who are women and gender diverse individuals, indigenous peoples, LGBTQIA++ individuals, youth, and/or other underrepresented and underserved groups.



## 1H. APPLICATION MERIT REVIEW CRITERIA

Applications are subject to eligibility screening prior to being referred for evaluation. Full applications will then be evaluated against the merit review criteria in the table below.

Merit Review Category	Rating (Points)
Overall Viability of Proposed Project	25
Soundness of the Technical Approach for the Activity	25
Alignment of the Activity to be funded with CCIP goals	20
Soundness of Grant Administration and M&E Procedures	15
Corporate Capability & Past Performance	15
<b>Overall Rating (out of 100 points)</b>	<b>100</b>

These merit review criteria elements are described more fully below.

- A. *Overall Viability of Proposed Project.* The project is technically viable with the potential to leverage sufficient financing from other sources to achieve financial close in a reasonable time. In addition, the project narrative and application are supported with information and documents appropriate to its stage of development (demonstration of concept paper, business plan, pre-feasibility, feasibility, and technical studies). This supporting information and documentation should demonstrate sufficient sophistication to indicate the project's future success. Project must demonstrate sound proposed financing structure, consistent with the project concept, technology and associated costs for the country or region. The project narrative should demonstrate a clear understanding of the regulatory and institutional environment in which the project will operate and address potential challenges posed by that environment. **25 points**
- B. *Soundness of the Technical Approach for the Activity (to be funded by the CCIP grant).* The technical approach should be consistent with supporting and background material provided in support of the project narrative and additional application information (e.g., pre-feasibility study, feasibility study, business plan, etc.). The technical approach for achieving the specific activity funded by the CCIP grant should be workable and the end results should be achievable. Proposed milestones in the detailed project budget should be realistic and consistent with the technical approach. **25 points**
- C. *Alignment of the Activity to be funded with CCIP Goals.* The project has a clear impact on climate adaptation through infrastructure resilience design, ecosystem management, disaster risk reduction, or resilient distributed renewable energy generation and storage capabilities. The project considers gender equity and social inclusion (GESI), indigenous or small communities, and supports underserved populations. The activity to be funded by CCIP addresses a barrier that would otherwise prevent securing finance or insurance for the project. The project narrative and detailed budget demonstrates that CCIP funds will provide additionality<sup>4</sup>. **20 points**
- D. *Soundness of Grant Administration and Monitoring & Evaluation (M&E) Procedures.* The applicants should include a clear plan for monitoring progress toward achievement of milestones

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<sup>4</sup> Additionality, in the context of a CCIP grant, refers to grant funding (1) covering costs for which the applicant and partners do not have the resources to cover, (2) accelerating the project's development process and improves the probability of financial close, or (3) bringing previously uncommitted investors to the table to finance the project. Refer to Annex G for a broader definition.



and indicators for the proposed activity and for meeting the reporting requirements as proposed in the application. **15 points**

- E. Corporate Capability and Past Performance. The applicant has significant prior experience performing the same kinds of projects, thereby increasing the likelihood of the project's achieving financial close and successful implementation. **15 points**

Additionally, CCIP will ensure environmental soundness and compliance in design and implementation as required by 22 CFR 216.

## Part 2 – Application and Submission Information

### 2A. 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.

### 2B. PRE-AWARD RISK ASSESSMENT

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

### 2C. VIRTUAL PRE-APPLICATION WORKSHOPS

The project will hold two optional virtual pre-application workshops on November 6, 2024 from 12:00-2:00pm EST and November 26, 2024 from 2:00-4:00pm EST. Interested and eligible applicants may opt to attend either of these workshops, but attendance at either is optional. Both workshops will present the same information, so applicants are encouraged to attend the workshop that fits their schedule best. These workshops will allow eligible and interested applicants the chance to ask questions about the RFA and receive guidance on how to complete the application form. Interested applicants that meet the eligibility requirements defined in Part 1G above and would like to attend one of the two workshops must confirm their attendance by submitting the participant's name and the organization's name using the [sign-up form](#). The pre-application workshops will be recorded and shared with the Climate Finance Investment Network (CFIN).

### 2D. GRANT APPLICATION

The application is to be completed online via the [submission portal](#). Templates to be utilized when developing the attachments to the application are provided in Annex A, B, and C. Applicants shall present their technical approach, budget, and supporting information in the formats 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 application must be signed by an authorized agent of the applicant.

## 2E. INELIGIBLE EXPENSES

CCIP grant funds may not be utilized for the following:

- Construction or infrastructure activities of any kind.
- 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 CCIP, 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 CCIP 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.
- Prior obligations of and/or, debts, fines, and penalties imposed on the Grantee.
- Creation of endowments.

## 2F. APPLICATION AND SUBMISSION INFORMATION

Applications (including the budget and supporting documentation) should be submitted in electronic form only via [this link](#) and must reference the RFA number given on the cover page. Applications must be submitted no later than the date given on the cover page. Late or unresponsive applications will only be considered at the discretion of CCIP.

The technical content of the application must include:

1. **Technical Approach:** the technical approach includes the following elements:
  - a. *Project technical category:* Responses to questions 6-12 under the [Submission Portal Questionnaire](#) (see Section 1C and Annex G for further background on information required for this section of the form).
  - b. *Written project narrative* (maximum of 2 pages, 11-point font, in Microsoft Word or PDF): Please develop the project narrative in close alignment with the merit review criteria listed under Section 1H.

- c. *Project and CCIP Monitoring & Evaluation Indicators*: Responses to questions 14 and 15 in the [Submission Portal Questionnaire](#) (see Section 1D).
  - d. *Additional Supporting Documentation* (optional): Applicants have the option to submit supporting technical documents to question 19 under the [Submission Portal Questionnaire](#) (e.g., demonstration of concept paper, business plan, pre-feasibility, feasibility, technical studies). Submission technical documents are not required; however, may support the applicant's project narrative (see Section 1H). A maximum of three attachments is allowed.
2. **Team Structure and CVs**: this includes the following elements:
    - a. An organizational chart, organogram, or other similar document that outlines the team support that will be necessary to carry out the proposed activities (maximum 1 page).
    - b. CVs or resumes for each of the project's long-term staff members.
  3. **Past Performance References**: Applicants must submit three (3) organizational references that speak to corporate capabilities and past performance (see Annex C for template).

In addition to the application forms and budget, applicants should submit the following to CCIP:

- Detailed budget (Annex A)
  - Budgets must be presented in either the local currency of the organization (e.g., applicants from the Dominican Republic must present budgets in Dominican pesos), or in USD for international applicants. Please indicate the exchange rate utilized in the budget.
  - A copy of the Applicant's valid legal registration
  - A copy of their latest audited financial statements. CCIP may accept unaudited financial statements if the organization does not yet have audited financial statements.
  - Supporting documentation to substantiate all costs included in Annex A, such as contracts, invoices, quotes, and/or other similar documents.
- Other Sources of Funding (Annex B)
  - Provide information on upcoming, past, and/or current funding sources. This can include grants, equity, debt/loans, etc; and can be provided by a donor, an international commercial bank, multilateral agency, private investor/fund, etc.
- Applicant Self-Assessment form in Annex D
- Signed and dated Required Certifications included in Annex E

All attachments to the submission portal should be in either Microsoft Word or PDF format, with 11-point font. This includes the applicant submissions of the project narrative, Annex B, and Annex C.

Each grant application and budget must clearly distinguish between the funding/resources requested from CCIP, funding/resources to be committed to the grant activity by the applicant or other parties (i.e., leverage), and any third-party investment to be mobilized for the applicant's climate solution during or as a result of the proposed activity. Please see the chart in Part 1C for definitions of leverage and mobilization used by CCIP, as adapted from USAID's Private Sector Engagement policy and the climate finance mobilization indicators from USAID's Climate Change Standard Indicator Handbook.

Please submit all questions concerning this solicitation using the portal link by November 1, 2024 11:59pm EST. CCIP will assist applicants in understanding the application process and can provide coaching in application development at the request of applicants.

## **2G. AWARD AND ADMINISTRATION INFORMATION**

All grants will be negotiated, denominated and funded in local currency for local organizations, or in USD for international organizations. All costs funded by the grant must be allowable, allocable and reasonable.

Issuance of this RFA and assistance with application development do not constitute an award or commitment on the part of CCIP, nor does it commit CCIP to pay for costs incurred in the preparation and submission of an application. Further, CCIP 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.

## **2H. CCIP CONTACT INFORMATION**

For any questions related to this RFA please submit questions to the [Solicitation Question Submission Form](#). For general inquiries please email [info@cfidaccelerator.com](mailto:info@cfidaccelerator.com).

## **Part 3 – Required Annexes**

- **Annex A** – Detailed Budget Template
- **Annex B** – Other Sources of Funding Template
- **Annex C** – Organizational Performance References Template
- **Annex D** – Applicant Self-Assessment Form
- **Annex E** – Required Certifications
- **Annex F** – Mandatory and Required As Applicable Standard Provisions:
  - [Standard Provisions for U.S. and Non-U.S. Nongovernmental organizations receiving a fixed amount award](#)

### ***Supplemental Annexes to the RFA***

Annex G – Key Definitions