

## CALL FOR PROPOSALS FFPOs 2025

### SMALL GRANTS FOR FARM FOREST PRODUCER ORGANIZATIONS TO DEVELOP FARM FORESTRY BASED AND END MARKET DRIVEN INCLUSIVE BUSINESS TOWARDS CLIMATE RESILIENT LANDSCAPES AND IMPROVED LIVELIHOODS

With Support from Forest and Farm Facility (FFF) and FAO Liberia Country office,

#### Information to present proposals

##### **Background**

The Forest and Farm Facility (FFF) is a partnership between FAO, IIED, IUCN and AgriCord, and funded by Germany, Sweden, the United Kingdom, Norway through the Flexible Multi-Partner Mechanism of FAO, Finland, the Netherlands, the United States of America and IKEA.

The FFF provides direct financial support and technical assistance for strengthening climate resilience and livelihoods of Forest and Farm Producer Organizations (FFPOs) representing smallholders, rural women's groups, local communities and indigenous peoples' institutions. Collectively, forest and farm producers have the potential to achieve the Sustainable Development Goals and to respond to climate change at landscape scales.

Liberia is one of the network countries in which the Forest and Farm Facility (FFF) phase II provides focused support. The Phase II has the goal of scaling up the role of Forest and Farm Producer Organisations (FFPOs) to achieve **Climate Resilient Landscapes and Improved Livelihoods** through four outcomes:

- (1) More enabling policy and legal frameworks for FFPOs delivered through more FFPO-inclusive governance and cross-sectoral processes,
- (2) Increased entrepreneurship, access to markets and finance through gender equitable value chains delivered through new capacity to provide business incubation within FFPOs
- (3) Improved delivery of landscape scale mitigation, adaptation and climate resilience for climate change through direct engagement of FFPOs and integration with inclusive livelihood approaches and
- (4) Improved and equitable access to social and cultural services.

The achievement of gender equality in the forest and farm sectors, including FFPOs is considered the right and smart way for gender transformation. More information on the FFF can be found under the following web page [www.fao.org/partnerships/forest-farm-facility](http://www.fao.org/partnerships/forest-farm-facility).

**Objective** of this call for proposals is to award small grants for organizing forest and farm producers in **Nimba, Lofa, and Gbarpolu Counties** to:

- a. Enhance the internal governance structures of Forest and Farm Producer Organizations (FFPOs) at both national and sub-national levels to effectively support the representation, participation, and implementation of policies that foster climate resilience, promote biodiversity conservation, facilitate the restoration of land degradation and neutrality, and encourage sustainable production practices.
- b. The development of sustainable business plans for various value chains, including honey, cashew, non-timber forest products (NTFPs), and agroforestry systems to enhance inclusive market access and income opportunities, facilitate value addition, and support the transition towards more sustainable production practices.
- c. Support the enhancement of effective landscape mitigation, adaptation, and climate resilience strategies to address climate change by formulating comprehensive adaptation and climate resilience plans to increase forest and agricultural landscape covers through the promotion of agroforestry and tree planting in community forests, protected areas, and the restoration of degraded lands at local, sub-national, and national levels.

### **FFF Grant Amount**

Successful applicants will be supported with a total maximum amount between 15,000 USD and 40,000 USD, agreed by the FFF/FAO national & international team **and** will be provided directly to the beneficiary organization in three separate installments depending on the size of the grant, the nature of activities, the history of collaboration with the organizations and the outcome of the technical and administrative visits carried out by the FFF Country Facilitator. Note that the grants are focused on building capacities for concert impacts.

**In addition, the applicants will need to clearly demonstrate specific integrated landscape value chains linking to markets and financing opportunities. Applications by FFPOs developing credible business plans in collaboration with a private sector player who has capacity to provide co-financing and opportunities to upscale value addition by FFPOs are encouraged. Applications are encouraged to demonstrate activities with tangible results aligned to outcome 3 (climate resilience approaches) linking to viable forest and farm value chains.** The selected FFPOs will receive essential trainings in Governance and Financial management.

### **Project Duration**

The proposals should be designed to be completed within 12 months.

### **Selection of proposals**

The proposals will be evaluated and ranked by a Selection Committee and it is envisaged to notify the successful applicants. Proposals from women's groups or proposals including a clear gender transformative approach will receive special attention.



### **Submission date and format**

Applicants are requested to submit electronic proposals using the format provided and attaching supportive documents. Proposals and application package should be sent at Email: [procurement-Liberia@fao.org](mailto:procurement-Liberia@fao.org).

For the proposal development, follow the guidelines provided, please visit our website: <https://www.fao.org/forest-farm-facility/en/>.

The deadline for submitting the proposals to FAO is **March 31, 2025, by 12h00 noon, GMT, Monrovia Time.**

This notice is also published on [www.fao.org/liberia](http://www.fao.org/liberia) and FAO Liberia Facebook Page.

## **Annex 1**

### **ELIGIBILITY AND CRITERIA TO ALLOCATE FFF GRANTS TO STAKEHOLDERS**

#### **Eligibility criteria**

The applicant:

1. Must be located in Liberia, particularly in the three FFF priority counties for the approved 2025 workplan (Nimba, Lofa and Gbarpolu counties).
2. Must be an APEX (National) forest and farm producer organization engage in cashew, honey, NTFP, Cocoa, and Coffee.
3. Organization must have a bank account registered in the name of the organization
4. Applicants must be POs focusing on integrating either agricultural landscapes and forestry, farm forestry, agroforestry or Community Forestry User Groups

#### **Selection criteria**

1. **Impact** of the proposed grant in terms of the FFF mandate and the four outcomes. The proposal should address clearly at least one of the outcomes and help to the delivery of the indicators.
2. High involvement of FFPOs in the formulation of the application. Including provision of background information on similar projects implemented by the Group/Organization.
3. The financial value for money offered by the proposal including co-financing contributions from the applicants own financial resources
4. Quality of the application in terms of:
  - Design: logical structure, technical soundness, feasibility;
  - Competence and capacity of the applicant(s) to undertake the proposed activities;
  - Complementarity and coordination with existing and/or foreseen development programmes supported from internal or external sources;
  - Sustainability;
  - Incorporation of training and learning processes.

Address the FFF cross-cutting issues: Gender equality, youth and Indigenous Peoples

#### **Priority will be given to:**

1. Proposals with a clear approach for delivery concrete impacts to specific Value chains
2. Clear demonstration of empowering women, youths, and/or marginalized and/or Indigenous groups in the initiative.
3. Proposals with outcomes relevant to the improvement of sustainable business of forest and farm contribution to food security and household incomes.
4. Proposals which demonstrate sustainable forest and farm management practices

## Annex 2

### APPLICATION FORM FOR FFF GRANTS

#### Template for Proposals

**(The proposal must not exceed 4 pages A4 size with Time New Roman font size 11 – but list of participants and recommendation letter may be longer and is in addition to that 4 pages)**

#### IDENTIFICATION

a) Name of Organization: \_\_\_\_\_

b) Postal Address: \_\_\_\_\_

c) Contact Person: \_\_\_\_\_

Email: \_\_\_\_\_

Mobile no: \_\_\_\_\_

d) Registration status/No.

\_\_\_\_\_

(attach copy of registration)

f) Location of project (county, sub-county, project site) \_\_\_\_\_

<b>ORGANIZATION DATA</b>				
Name of the organization:	.....			
Address of the organization:	.....			
Name of contact person:	Email:			
	Mobile no:			
Organization <b>Certificate #</b> :	.....			
Date of Renewal (certificate)				
Description of the <b>organizational structure</b> (presidency, vice-presidency, secretary, treasury, members, etc.):	Organization chart .....			
Number of people who make up the organization/s, broken down by each of the first-	<b>Name of the organization</b>	<b>Total number of members</b>	<b>Number of women</b>	<b>Number of men</b>
	#1. ....			
	# 2 . ....			
	# 3 . ....			

degree organizations (total number of members).	# 4 . .....			
	# 5 . .....			
	<b>TOTAL =</b>			
	<b>Percentage =</b>	<b>100%</b>	....%	....%
<b>Young people</b> under 30 years of age who make up the organization:	Number of young people: Total percentage represented by young people within the entire organization: .....%			
<b>DATA ON THE ORGANIZATION'S ACTIVITIES</b>				
Main <b>products</b> and/or value chains (e.g. honey, Cashew, and cocoa) and/or services (e.g.value-addition ) produced by the organization:	.....			
Main <b>services</b> (for example: technical assistance) that the organization provides to its members:	.....			
Other information that you consider relevant about the activities and/or undertakings carried out by the organization:	.....			
Please indicate the names of <b><u>areas under conservation</u></b> that are within the area of influence of the activities carried out by the organization (for example: national parks, protected forests, community forests, etc.)	.....			
<b>LOCATION OF THE INITIATIVE PRESENTED BY THE ORGANIZATION</b>				
County:	.....			
District(s):	.....			
Clan(s):	.....			
Communities and/or sectors:	.....			
Number of hectares affected by the project:	Directly = ..... Indirectly and/or area of influence = .....			
<b>SCOPE OF THE INITIATIVE PRESENTED BY THE ORGANIZATION</b>				
Total number of families directly benefited:	.....			
Total number of people (men and women):	.....			

% women:	.....%
% of young people under 30 years old:	.....%
% peoples and nationalities:	.....%
Names of peoples and nationalities:	.....
Number of families <i>indirectly benefited</i> :	.....

## 2. PROPOSAL

a) Title: \_\_\_\_\_

\_\_\_\_\_

b) Executive Summary (1/2 page)

### 1. **Background on the organization**

- a. Short history (1 paragraph)
- b. Main objectives and mandates (1 paragraph)
- c. Brief description of the members and leaders. Indicate estimated numbers, women and youth (1 paragraph)
- d. Organizational structure, Management and Staffing of the organization (1 paragraph)
- e. Track record of the applicant organization (describe very briefly the past experience in doing equivalent work, and achievements (1 paragraph)
- f. Link to apex producer organizations

2. **Justification for the proposed grant** (in 2-3 paragraphs, describe the challenges being faced, the priorities and needs and the general rationale)

3. **Overall objective of the grant/loan** (Describe what you hope to achieve, with whom and where) and identify clearly to which FFF outcome and indicators is linked (1 paragraph)

4. **Description of approach for gender equality, youth and Indigenous Peoples (if applicable)**

5. **Product description and potential markets**

6. **Location and outreach of producers participants:** please provide the specific location (villages, townships) where the grant/loan activities would take place and the estimated outreach (in numbers) in terms of members, producers and stakeholders (1 paragraph)

7. List and explain the expected outputs and identify clearly to which FFF outcome and indicators are linked (1 paragraph)
8. **Expected outputs, activities and budget** (Describe the main elements of what you will bring about (the outputs), with a more detailed description under each of precisely what the applicant organization proposes to do to bring that about (the activities))

**Example**

Output 1				
Nr.	Output			
1	<i>Inventory report of potential local products in six focal communities on which a business could be developed</i>			
Activities				
Nr.	Activities	Budget	Estimated duration (number of months (i.e.3))	Month to start the activity (i.e. August)
1.1	<i>Hire a business or agricultural development specialist</i>	50	3	August
1.2	<i>Carry out field visits and interviews in all six communities</i>	100	2	September
1.3	<i>Assess potential products based on their costs in terms of labor and capital, income generation potential, social and environmental impacts, and other relevant criteria</i>	60	2	September

Output 2				
Nr.	Output			
2				
Activities				
Nr.	Activities	Budget	Estimated duration (number of months (i.e. 3))	Month to start the activity (i.e. May)
2.1				
2.2				
2.3				



## 9. Workplan

WORK PLAN AND CALENDAR												
Outcome // Output // Activities (A)	months after the signing											
	1	2	3	4	5	6	7	8	9	10	11	12
<b>Outcome #1</b> : .....												
Output 1.1. ....												
A.1.1.1 . ....												
A.1.1.2 . ....												
Output 1.2. ....												
A.1.2.1 . ....												
A.1.2.2 . ....												
<b>Outcome #2</b> : .....												
Output 2.1. ....												
A.2.1.1 . ....												
A.2.1.2 . ....												
Output 2.2. ....												
A.2.2.1 . ....												
A.2.2.2 . ....												

## 10. List of names of potential producer participants

Nr.	Name	Job/Organization

**Recommendation letter:** please provide a letter of recommendation from an external party (ie. from an Apex organization)

**Commitment letter:** indicating your financial capacity and/or cash flow for the execution of the project in accordance with the payment schedule agreed in the contractual instrument



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