



ROYAL NORWEGIAN MINISTRY OF  
CLIMATE AND ENVIRONMENT

## The Norwegian International Climate and Forest Initiative's Funding Scheme

### Template - Funding Application

(updated January 2020)

The application shall be submitted to the Norwegian Ministry of Climate and Environment, PO Box 8013 Dep, NO-0030 Oslo, Norway, or by e-mail: [postmottak@kld.dep.no](mailto:postmottak@kld.dep.no). The application will be assessed based on the criteria outlined in the grant scheme rules for the NICFI grant (Chapter. 1482, post 73 in the Norwegian National Budget). Grant scheme rules can be found [here](#).

### **Description of Applicant and Request for Funds**

1. Full name of applicant organization.
2. Legal status.
3. Year of establishment.
4. Contact e-mail.
5. Location of Head Office: country, city and full postal address.
6. Website.
7. Annual income of the organization over the last three years (in NOK), including income source(s).
8. If you have previously received funding from the Norwegian government (NICFI funding or otherwise), please state name of the project, the benefactor (Norad, which Ministry or embassy) and whether the project is ongoing or finalized.
9. Request for funds, stating total amount per year in NOK.

### **Project Outline**

10. Project title.
11. Background and justification for the project, including link to other relevant initiatives/projects/national priorities – when relevant and depending on type of project.
12. Description of how the project will contribute to the initiative's objectives; reduced and reversed loss of tropical forests contributes to a stable climate, protects biodiversity and enhances sustainable development. The main objective has two sub-goals; (i) contribute to sustainable land use and (ii) contribute to reduced pressure on forests from global markets.
13. Theory of Change: description of main actors in the project, changes that must occur with these actors and why the project is a good instrument to cause those changes.
14. Main target group/-s
15. Expected project impact and main outcome/-s (please refer to number 24., below)
16. How the organization is planning to achieve these outcomes: major outputs and activities.
17. Main (local) partners and their role in the project- when relevant

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Department  
Department for Climate  
Change



## **Project Organization**

18. Description of project set-up and capacity to carry out the project.
19. Description of relevant experience.
20. Description of applicant's relevant systems, routines and policies (for instance related to selection of partners, internal financial control and financial control of partners, planning monitoring and evaluation systems, procurements and anti-corruption).

## **Risk Assessment**

21. Identification and analysis of internal and external risk factors as well as mitigation measures that can affect the achievement of the project's impact and outcome goals.
22. Material risk factors that may have a negative impact on the four following cross-cutting issues should always be included:
  - human rights, with a particular focus on participation, accountability and non-discrimination;
  - women's rights and gender equality;
  - climate change and environment;
  - anti-corruption.

## **Budget/Financials**

23. Project budget per year for the project period.
  - The budget can be cost based (broken down into cost categories such as salaries, travel, equipment etc.) and/or activity based (broken down into outputs/activities to be achieved, and the financial resources needed for each activity/output). Please include a brief justification of the main costs.
  - The normal coverage for indirect operating costs (overheads) is 5 % of the project expenses, and maximum 7%.
  - Local currency can be used. Please specify currency and exchange rate for Norwegian Kroner (NOK). At least subtotal per year as well as grand total should always be stated (also) in NOK.
  - If the request relates to a part of a larger project/budget, please indicate total budget as well as which part the specific request to NICFI covers.
  - If NICFI would not be the sole contributor, please include information/amounts relating to the other funding sources/expected funding sources.
24. Last year's general annual audit and the auditor's management letter.

## **Results Framework**

25. Results framework minimum including targets on impact, outcome and output levels as well as baselines and indicators.
26. The results framework must show how the project contributes to reaching one or more of the outcomes set out in the initiative's strategic framework (see Appendix 1 in the grant scheme rules). Outcomes:



- Approved and implemented policies for sustainable forest and land use in tropical forest countries and jurisdictions
- Improved rights and livelihoods for indigenous peoples and local communities in tropical forest countries
- Effective international incentive structures for reduced deforestation in tropical forest countries
- Increased transparency in land management, land use, value chains and financing
- Commodity markets stimulate deforestation-free production in tropical forest countries
- Financial markets stimulate deforestation-free commodity production in tropical forest countries
- Reduced forest crime