



Co-financed by:



**Caribbean Biodiversity Fund (CBF): Advancing Circular Economy (ACE) Facility
Call for Proposals (CfPs) 1**

Concept Note Evaluation Criteria

This document outlines the agreed criteria for selecting Concept Notes to move forward to the full proposal stage for funding under the ACE Facility. This document serves as guidance to the potential ACE Facility grantees as it will be used during the evaluation process.



1. Project Identity				
Project Title	In alignment with the applicant's submission			
Project Number	Assigned by the ACE Facility according to a predetermined naming protocol (e.g. ACE_CFP1_CN001)			
2. Compliance Check				
Is the Concept Note form complete as per the template provided?	Yes		No	
Is the Concept Note form submitted in English, Spanish, or French?	Yes		No	
Are the required annexes attached to the Concept Note?				
A signed declaration	Yes		No	
Certificate of registration of the applicant organization	Yes		No	
Audited financial statements	Yes		No	
Signed declaration of consortia	Yes		No	
Is the applicant eligible? (at least one YES required)				
Caribbean organizations and organisations based outside the region with working experience in the Caribbean. Organisations from outside the Caribbean with technical experience/expertise, should have one or more local partners.	Yes		No	
Non-government organisations (NGOs)	Yes		No	
Community-based organisations (CBOs)	Yes		No	
Government agencies/ Public Institutions	Yes		No	
Regional organisations	Yes		No	
Private Sector small and medium-sized enterprises (SME) from the Caribbean	Yes		No	
Universities and other academic institutions	Yes		No	
Consortia of the above organisations that promote collaboration and greater impact around ACE.	Yes		No	
Is the proposed geographic area eligible?				
Cuba, Dominica, Dominican Republic, Grenada, Haiti, Jamaica, Montserrat, Saint Lucia, and St. Vincent and the Grenadines	Yes		No	
Projects that include activities in Cuba, project proponents must be international institutions that have experience in implementing projects and other activities in compliance with US Government sanctions and regulations concerning Cuba.	Yes		No	
Does the proposed funding requirement align with the ACE Facility's resource availability?				

2. Compliance Check				
<i>Grant funding amounts from USD 400,000 to USD 2M</i>	Yes		No	
<i>Addresses complementary co-financing of the grantees clearly.</i>	Yes		No	
Does the proposed funding requirement align with the priority scope (waste stream and sectors) of the ACE Facility? (at least one YES required)				
<i>Integrated Solid Waste Management Systems</i>	Yes		No	
<i>Littering/open Dumpsite management</i>	Yes		No	
<i>Agricultural plastics</i>	Yes		No	
<i>Synthetic Textiles</i>	Yes		No	
<i>Personal Care and Cosmetics Industry (Plastic Packaging)</i>	Yes		No	
<i>Transport Sector (solid waste components)</i>	Yes		No	
<i>Coastal/Offshore Tourism and Recreation</i>	Yes		No	
<i>Medical Waste Articles</i>	Yes		No	
<i>Abandoned, lost or other discarded fishing gear (ALDFG)</i>	Yes		No	
<i>Marine Transport Industry</i>	Yes		No	
<i>Disaster Debris Management</i>	Yes		No	
Is the proposed project related to one or more ACE Facility defined objectives? (at least one YES required)				
<i>Prevention - Projects that promote and apply practical circular economy principles to minimize and/or prevent waste from entering the marine environment.</i>	Yes		No	
<i>Removal - Projects that promote and apply practical circular economy principles to remove marine litter. Projects that include a process after waste removal will be of particular interest to the ACE Facility Committee (processes such as reuse, recycling, proper disposal of waste, repurposing, etc.). The goal is for the recovered marine waste to be integrated into the processes established in the TOR-Strategies.</i>	Yes		No	
<i>Knowledge & Data - Support knowledge and data generation on the topics of the circular economy and marine pollution in the Caribbean region.</i>	Yes		No	
Is the proposed project (or any of its activities) NOT in the CBF's Environmental and Social Policy and Exclusion List?	Yes		No	
Does the proposed project sufficiently avoid potential conflict of interest with CBF and/or ACE Facility affiliates?	Yes		No	
<i>All answers must be Yes for the CN to proceed to be evaluated. Concept Notes that have a "NO" as an answer in this Compliance section, should not proceed to the next steps of the evaluation.</i>				



3. Applicant Organisational Criteria			
Evaluation Aspects	Weighting	Points Allocated	Final Score
<i>NOTE: Weighting is pre-determined and assigned on a scale of 1-3 based on the relevance of the criteria (1 - good relevance; 2 - strong relevance; 3 - mandatory aspect)</i>			
<i>NOTE: Scoring on each aspect will range from 1 to 5 based on the potential grantee's demonstration of the criteria (being: 1 –not clear or unsatisfactorily, 2 – partially; 3– satisfactorily; 4 – fully; 5 – exceptional)</i>			
The applicant is a Caribbean-based organization, meaning it is registered in the proposed Caribbean project countries, currently works in the Caribbean OR has appropriately identified one or more local partners.	3		0
The applicant’s organisation has experience in implementing projects in the geographic area.	3		0
The applicant’s organisation has experience with the Circular Economy, Marine Pollution Management and/or Waste Management intervention proposed.	3		0
The applicant’s organisation has a track record in managing projects with budgets similar to the amount requested.	3		0
The applicant’s organisation has the appropriate financial principles, systems and internal controls/record keeping to manage the proposed project	2		0
The applicant’s organisation has the appropriate regulatory filings, debt standings and insurance to manage the proposed project	2		0
TOTAL SCORE Section 3 (MaxScore 80)			0

4. Project Approach Criteria			
Evaluation Aspects	Weighting	Points Allocated	Final Score
<i>NOTE: Weighting is pre-determined and assigned on a scale of 1-3 based on the relevance of the criteria (1 - good relevance; 2 - strong relevance; 3 - mandatory aspect)</i>			
<i>NOTE: Scoring on each aspect will range from 1 to 5 based on the potential grantee's demonstration of the criteria (1 - not clear or unsatisfactorily, 2 - partially; 3 - satisfactorily; 4 - fully; 5 - exceptional)</i>			
The projects contribute to the ACE facility indicators and targets and is achieving impactful results.	5		0
The project concept presents a clear and coherent logic of intervention to reduce and or remove marine litter through Circular Economy Interventions and principles. Proposals that include upstream solutions and sustainable sound management process after waste removal will be of particular interest to the ACE Facility Committee (processes such as reuse, recycling, proper disposal of waste, repurposing, etc.).	3		0
The project concept shows long-term sustainability and financial feasibility beyond the grant funding period, at least 3 years after this period.	2		0
The project concept clearly demonstrates the use of Circular Economy principles through the project interventions which will achieve impactful results	2		0
The project concept defines benefit for vulnerable groups (e.g. traditional peoples, waste workers, women, youth) or focus on gender and youth perspectives.	1		0
The project concept continues, replicates or scales-up an already tested approach (in the region/other SIDS/ developing countries) that was successful or clearly shows synergies with other activities in the region.	1		0
The project concept creates new capacities for the Public Sectors, Private Sector, NGOs, and CBOs in the region, which will contribute to its sustainability in the long term.	1		0
The project concept includes the requisite stakeholders or partners for its implementation to be successful.	1		0
The project concept supports national policies and strategies.	2		0
The project concept connects on-the-ground with higher-level, regional activities (e.g. policy action, business practice changes, sustainable finance mechanisms) or international initiatives (legally binding instrument on plastic pollution) to foster structural and sustainable change.	1		0
The project concept fosters national and/or regional partnerships.	2		0
The project concept leverages other financial and technical resources sufficiently addresses and ideally overfulfills the required cofinancing requirements of the ACE Facility's Grantees.	2.5		0



4. Project Approach Criteria			
Evaluation Aspects	Weighting	Points Allocated	Final Score
The project concept provides a coherent estimated budget in relation to the project activities.	1		0
The project concept provides a project timeline that realistically aligns with the ACE Facility requirements.	1		0
The project concept sufficiently addresses investments: investments in equipment and infrastructure, the generation of essential data and knowledge, policy advocacy, and consumer education etc.	1		0
The project concept appropriately considers environmental, social, and economic related risks and mitigation measures.	1.5		0
The project concept appropriately considers other project related risks and mitigation measures.	1		0
TOTAL SCORE Section 4 (MaxScore 145)			0

TOTAL OVERALL SCORE (max 225) (ACE_CFP1_CN001)	0
TOTAL OVERALL % (ACE_CFP1_CN001)	0.00