

Fund for Climate and Environment

for Danish civil society organisations' interventions in
partnership with civil society organisations in the South

Guidelines

5th edition, June 2016

Disclaimer:

These guidelines may be updated at any time, so always check <http://www.cisu.dk/pkm> for the latest version.

Changes in the 4th edition:

- All interventions must be finalised 30 June 2018 at the latest.
- CISU must receive final accounts for the intervention 31 December 2018 at the latest.
- Maximum amount for longer-term interventions is reduced to 3.5 million DKK.

Changes in the 5th edition:

- Annex 1 has been added to the guidelines. Annex 1 includes the output and outcome indicators which all interventions under the Climate and Environment Fund must report on in the final report and in the status reports of granted interventions. The output and outcome indicators are considered to be relevant for most interventions granted by the Fund and will allow a cross cutting summary of results under the Fund.

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1. INTRODUCTION TO THE FUND FOR CLIMATE AND ENVIRONMENT

WHAT IS THE FUND FOR CLIMATE AND ENVIRONMENT?

The Fund for Climate and Environment for Danish civil society organisations' interventions in partnership with civil society organisations in the South (henceforth called the Fund for Climate and Environment) supports Danish popular organisations' cooperation with partner organisations, networks and alliances, primarily in developing countries.

The Fund for Climate and Environment is financed by the Danish Ministry of Foreign Affairs, which has also laid down the overall framework for grants. The fund forms part of Denmark's official development aid and is subject to the Civil Society Policy, the overall Strategy for Denmark's Development Cooperation 'The Right to a Better Life', and to the other related general strategies and policies passed by the government and parliament of Denmark.

CISU has been requested by the Ministry of Foreign Affairs to set up and run the fund. The Ministry has wished to establish a support facility aimed at promoting civil society interventions in the field of climate and environment with a focus on advocacy. Accordingly, organisations that have entered into a framework funding agreement with the Ministry of Foreign Affairs may also apply to the Fund for Climate and Environment. The present guidelines have been drawn up by CISU after consultation with relevant stakeholders, who will also continuously take part in deliberations regarding strategies and practices for the fund. The guidelines have been approved by the Ministry of Foreign Affairs and by CISU's Board.

The fund is expected to have one annual application round (subject to changes in the annual National Budget Act).

WHAT DOES THE FUND FOR CLIMATE AND ENVIRONMENT SUPPORT?

The fund's strategic focus is to support *capacity building* and *specific advocacy* on behalf of or together with poor and underrepresented target groups in the South, primarily linked to regional and international political, strategic and professional development processes and negotiations on issues regarding climate and environment.

The Fund for Climate and Environment may support interventions with a budget between DKK 200,000 and 3.5 million.

The fund encompasses two types of grant which can be applied for by organisations in Denmark in cooperation with organisations in developing countries:

- **Minor interventions** are short-term advocacy efforts within the fund's strategic framework. Minor interventions have a budget between DKK 200,000 and 500,000.
- **Longer-term interventions** are typically multiannual efforts with a long-term perspective of capacity-building and advocacy within the fund's strategic framework. Longer-term interventions have a budget between DKK 500,000 and 3.5 million.

Both types of intervention must focus on the conditions faced by poor and underrepresented groups regarding climate and environmental issues.

Read more about both types of intervention in section 3.

APPLICATION

The Fund for Climate and Environment has one annual closing date. Current application deadlines, application formats etc. are available at www.cisu.dk/pkm. Always check the website for the latest updated information before you write the application.

2. PURPOSE OF THE FUND FOR CLIMATE AND ENVIRONMENT

The purpose pursued by the Fund for Climate and Environment adheres to Danida's Civil Society Policy, whose overarching objective is to contribute to the development of a strong, independent and diversified civil society in developing countries.¹ At the same time, the Fund for Climate and Environment reflects the overall Strategy for Denmark's Development Cooperation 'The Right to a Better Life', hence favouring a rights-based approach.

The fund focuses on interventions related to capacity-building and advocacy within the issue of climate and environment as described in Strategic Framework for Natural Resources, Energy and Climate Change.

A STRONG CIVIL SOCIETY

In line with the priorities set down in the Civil Society Policy, all interventions under the Fund for Climate and Environment must pursue the long-term goal of strengthening people's own organisation in a strong civil society. The aim is that the people themselves struggle for the conditions which they consider to be important, relevant and necessary, and which at the same time help to mitigate climate and environmental effects harming poor people, to combat poverty and to underpin sustainable development as regards climate and environment.

Civil society is a generic concept to denominate those groups and activities in society that belong neither to the state nor to the market. A strong civil society contributes to fostering just and sustainable development of society in developing countries. It sets the framework for citizens to fight for their rights, ensure a fair distribution of society's resources, and improve their daily lives, based on their own priorities and goals.

Thus, an effective civil society enables ordinary citizens to influence and take on their share of responsibility for the development of society. It provides an important

counterbalance to the authority of the state and to the vested interests of the market, and it may help hold both the state and the market accountable for their acts and priorities.

POVERTY ORIENTATION AND PARTNERSHIP

Working for the interests of poor and marginalised people is not the concern of all groups and organisations in civil society, although this does not diminish their legitimacy in other respects. The Civil Society Policy, however, is fundamentally orientated towards poverty reduction. Furthermore, it seeks to have cooperation conducted with those organisations that have the determination, ability and popular legitimacy to participate in decision-making processes, as well as with formal and informal organisations representing marginalised groups.

One means, among others, of doing this is by supporting partnerships and networking between popular organisations in the North and the South. The Fund for Climate and Environment sets store by the partnership being based on mutual contributions. This entails a two-way exchange and sharing of values, inspiration and professional knowledge in the partnership, in which the partners' roles are not reduced to one being sender and the other recipient of financial transfers.

Consequently, the organisations should reflect on how their partnership is best geared towards strengthening the partner in the South over time to cope on its own and to dedicate itself to its major causes without excessively increasing its financial dependency on the Danish partner. The partnership can also strengthen the Danish partner by, for instance, enabling it to accumulate concrete experiences and cases for use in advocacy, as well as to gain access to and experience of South-based networks.

¹ The Civil Society Policy will enter into effect in the course of 2014.

THEMATIC FOCUS AREAS: CLIMATE AND ENVIRONMENT

Within the more general objective pursued by the Civil Society Policy, the Fund for Climate and Environment has a particular focus on advocacy and capacity-building featuring the issue of climate and/or environment. This sets the Fund for Climate and Environment apart from the Civil Society Fund (also managed by CISU) and from programme and framework grants, which lack such a strategic and thematic delimitation.

The application must describe in which ways the proposed intervention complements the organisation's other projects, signed programme agreements supported by the Civil Society Fund or framework agreements financed by Danida. Moreover, organisations with such programme or framework agreements should explain why the intervention is not carried out within these existing arrangements.

Examples of climate and environmental processes

Internationally

- *Climate policy and climate negotiations (e.g. within the UNFCCC, other UN initiatives, the World Bank, and others).*
 - *Preparing and exerting influence upon legislation and agreement papers.*
 - *Monitoring of implementation.*
 - *Securing participation of and consultation with civil society.*
- *Environmental policy and environmental negotiations (e.g. following up Rio+20 and the other Rio conventions and processes, including multilateral environmental agreements (MEA), Energy for All, green growth strategies, the process regarding Sustainable Development Goals, local implementation, etc.)*
 - *Preparing and exerting influence upon legislation and agreement papers.*
 - *Monitoring of implementation.*
 - *Securing participation of and consultation with civil society.*
- *Policy and negotiations regarding other topics.*
 - *Securing climate and environmental considerations and objectives in other types of international agreements, e.g. regarding the post-2015 development goals.*
- *Summits of international industry associations.*
 - *Exerting influence on opinion formers and industry representatives to work for joint climate and environmental standards.*

Regionally

- *Climate policy and climate negotiations (e.g. within the EU, the African Union, and ASEAN)*
 - *Drawing up and exerting influence upon legislation and agreement papers.*
 - *Monitoring of implementation.*
 - *Securing participation of and consultation with civil society.*
- *Policy and negotiations regarding other topics*
 - *Securing climate and environmental considerations and objectives in other types of regional agreements, e.g. regarding agriculture, car industry, extraction of minerals and fossil fuels.*

Nationally

- *Strengthening civil society's capacity to involve itself in trail-blazing, i.e. in regional and international interventions in areas where international agreements have yet to be reached.*
- *Exerting influence on national delegations to regional and international negotiations and meetings and leaving them equipped to deal with the issues, e.g. by contributing professional knowledge.*

For all three levels

- *Organisation and mobilisation of civil society actors to enable them to participate in or exert influence on climate and environmental processes or negotiations.*
- *Awareness-raising among the public or strategically selected target groups (politicians, businesses and opinion formers).*
- *Securing and developing a poverty reduction focus, legitimacy, transparency and accountability in strategies, processes and representations, including among the civil society actors themselves.*

The fund supports interventions concerning climate and/or environment. As regards **climate**, relevant issues encompass climate adaptation, disaster preparedness, climate mainstreaming, emissions reduction, low-carbon development and renewable energy, REDD (Reducing Emissions from Deforestation and Degradation in developing countries), climate financing, as well as monitoring of climate interventions and resolutions. As regards **environment**, relevant issues include natural resource management, farming and land rights, management of water resources, food security, environmental mainstreaming, environmental financing, as well as monitoring of environmental interventions and resolutions.

INTERVENTIONS WITH CAPACITY BUILDING AND ADVOCACY

Within the scope of the Fund for Climate and Environment, support can be granted for interventions containing capacity building and/or specific advocacy on behalf of or together with poor and underrepresented target groups in the South and their organisations.

It should be noted that support cannot be applied for towards delivery of services, such as restoration of natural habitat or actual installation of renewable energy sources. Nor can activities in which project partners deliver direct contributions to the target group be supported under this fund.

ADVOCACY

Advocacy is about gaining and exerting influence on relevant political, strategic or professional development processes.

Advocacy seeks to bring about lasting change for a considerable number of people by influencing decision-makers and/or the public. The intervention must have a clearly defined goal for the change to be achieved.

Under the Fund for Climate and Environment, advocacy will typically target national, regional and/or international political and professional forums, decision-makers, opinion formers as well as public opinion.

The fund considers climate and environment as two distinct themes. Consequently, it is possible to carry out interventions that are exclusively climate-related or environmental, though they may also contain elements of both.

The fund supports interventions targeted at political, strategic and professional development processes and negotiations concerning climate and environmental issues.

Such processes may be regional and international. They can also be national to the extent that they are directed at concrete processes at these two higher levels. Examples of activities in connection with such processes can be seen in the box on page 5.

Applicants should target their interventions at the processes and negotiations where their efforts can be expected to have the greatest effect. This may, for instance, be processes in which Denmark takes part at the governmental level, or where the applicants otherwise enjoy an auspicious vantage point.

CAPACITY BUILDING FOR ADVOCACY

Danish organisations may help strengthen their partner organisations' capacity to conduct advocacy through systematic capacity building, thus contributing to creating a strong civil society in the South.

Interventions with elements of capacity building may seek to strengthen the capacity of local partners, alliances and networks to conduct advocacy as well as to use and uphold results in a sustainable manner. It can also address the organisations' legitimacy in relation to their target groups, understood broadly as their constituency, the decision-makers they wish to influence, and the people the intervention is intended to benefit. This entails asking whether the organisation has or is generating sufficient support and knowledge to act and to conduct effective advocacy regarding climate and/or environment on behalf of or together with the target group.

Gender and women's rights in particular

Denmark's development cooperation strategy focuses strongly on promoting equal rights and opportunities for women as well as men. Everybody must have the same opportunities and rights, for example, to education, health, economic prosperity and political participation.

Women and girls are not only hardest hit, on a global scale, as regards malnutrition and lack of education, but are also most likely to be excluded from participating in the development of society on a par with men and boys. A society where women do not contribute to development on an equal footing with men is denying itself a valuable resource.

Accordingly, in line with the Strategy for Denmark's Development Cooperation, the Fund for Climate and Environment wishes to promote interventions that strengthen women's rights, including access to resources and opportunities to express themselves, organise and participate in decision-making processes. Experience shows that when women gain greater influence over their own lives and over the development of society in general, it contributes directly to reducing poverty.

3. TWO TYPES OF SUPPORT

Two types of grant can be applied for to the Fund for Climate and Environment, namely for minor interventions and for longer-term interventions. In both cases, the following is required:

- Interventions must be targeted at civil society. There are obviously grey areas, in which an intervention may enter into cooperation with the public sector and the market, but civil society should be at the core. The intervention cannot have a commercial aim.
- Interventions must work for poor people to be taken into consideration at the international and regional level, and to bring about climate and environmental results for their benefit over time. This includes prevention and mitigation of negative impacts of climate and environmental change for this population group.
- Interventions must in all cases be targeted at regional and international advocacy, and may only encompass country level activities that specifically underpin this aim.

MINOR INTERVENTIONS

Minor interventions are short-term advocacy efforts within the fund's strategic framework. It may, for example, be advocacy in connection with specific national, regional or international climate and/or environmental events and agendas.

Minor interventions have a budget between DKK 200,000 and 500,000.

A **minor intervention** has to work through existing organisations or networks, which must already possess the capacity and legitimacy required to carry out the activities applied for. Accordingly, funding of capacity building for the activity concerned can only be applied for to a limited extent under this type of intervention.

LONGER-TERM INTERVENTIONS

Longer-term interventions are typically multiannual and have a long-lasting perspective regarding advocacy and/or capacity-building.

Longer-term interventions have a budget between DKK 500,000 and 3.5 million.

Activities under the heading of **longer-term intervention** may address the following areas:

- Bolstering civil society's active participation in relevant political, strategic or professional climate and environmental processes and negotiations.
- Building the framework and capacity for conducting long-term effective advocacy as described in section 2. The capacity building must address legitimacy, transparency and accountability. This includes ensuring that the advocacy takes root among poor target groups or that there are clear objectives for their involvement and role.
- Fostering or developing cooperation, networking and/or alliances in the South and in the North with the strategic focus outlined above. This should primarily be built upon existing cooperative undertakings. Applicants should seek to cooperate

with other actors, such as think tanks, research institutes or businesses, as well as across national borders.

Clear outcomes must be listed both for the capacity building and for the advocacy.

The Danish organisation can apply for **longer-term interventions** in cooperation with partner organisations or networks already involved in specific climate and environmental endeavours at the local, national, regional or international level. In this manner, the local partners' experiences may feed into and be linked to the advocacy efforts.

Multiannual interventions must also focus on promoting sustainability, including the securing of future financing for partners, alliances and networks.

Please notice that:

- All interventions must be finalised 30 June 2018 at the latest.
- CISU must receive final accounts for the intervention 31 December 2018 at the latest.

4. FORMAL REQUIREMENTS

The intervention must be carried out in cooperation between one or several Danish organisations and one or several organisations in a developing country. The money is disbursed to and channelled through a Danish (lead) organisation. A local partner or lead organisation of a network/alliance with roots in the South must be in charge of day-to-day implementation. There may be more than one lead organisation in the South, if the case can be made that this is necessary for the implementation or quality of the intervention.

REQUIREMENTS FOR DANISH ORGANISATIONS

The Fund for Climate and Environment does not channel support through individuals, but solely through democratic popular organisations with roots in Denmark. This means that:

- The organisation must be domiciled and conduct activities in Denmark.
- The chairperson and most members of its governing body must be Danish citizens or foreigners with permanent residence permit in Denmark.
- The organisation must have existed for at least one year and have a minimum of 50 paying members or contributors.
- The organisation must have a set of statutes, and its accounts must be subject to auditing.

Alliances or networks of Northern organisations may apply for support from the fund, provided that there is a Danish lead organisation undertaking responsibility and that the major part of the alliance/network members are Danish. The Danish lead organisation must comply with the above requirements.

Alliances, networks and the like may involve cooperation with authorities, think tanks, private enterprises, etc., provided that the focus remains on the civil society partners.

Organisations pursuing a commercial aim through the intervention are not eligible.

These are minimum requirements. Assessment criterion no. 1 in section 6 describes what the Fund for Climate and Environment also favours as regards the Danish organisation.

ORGANISATIONS WITH A FRAMEWORK AGREEMENT

Unlike the Civil Society Fund, organisations that have entered into a framework financing agreement with the Danish Ministry of Foreign Affairs can also apply to the Fund for Climate and Environment. However, such an organisation may only seek support for interventions other than those conducted under the framework agreement in force. To ensure compliance with this, applications from organisations with framework agreements will be sent to the Ministry of Foreign Affairs for screening. It will thus be assessed whether the intervention complements the framework agreement, just as the organisation's explanation as to why the intervention cannot be carried out within the framework agreement will be examined.

REQUIREMENTS FOR PARTNER ORGANISATIONS

There must be one responsible (lead) organisation in the South in the case of applications for support for alliances or networks. There may be more than one lead organisation in the South, if the case can be made that this is necessary for the implementation or quality of the intervention.

Local partners or the lead organisation must form part of civil society in the countries concerned. They may, for instance, be non-governmental organisations (NGOs), community-based organisations (CBOs), citizens' groups, trade unions, networks or the like. Partners cannot be individuals, national governments, authorities, public institutions or private companies. Alliances, networks and the like may involve cooperation with authorities,

think tanks, private enterprises, etc., provided that the focus remains on the civil society partners

Partners must not be on the UN's or EU's lists of terrorist organisations, which are continuously updated and published at www.um.dk.

These are minimum requirements. Assessment criterion no. 2 in section 5 describes what the Fund for Climate and Environment also favours as regards local partner organisations.

REQUIREMENTS FOR RECIPIENT COUNTRY – GDP CEILING

The Fund for Climate and Environment can only support interventions taking place in, or primarily concerning, poor countries. According to the guidelines of the Danish Ministry of Foreign Affairs, this means that the country must, at the time of phasing in projects, have had a GDP *below* the GDP ceiling for two consecutive years. Moreover, continuation of existing support requires the country *not* to have had a GDP *above* the GDP ceiling in force for two consecutive years.

The GDP ceiling is adjusted annually. The current GDP ceiling is published at www.cisu.dk/pkm.

A few exceptions, however, apply to the GDP ceiling:

- Special rules apply to interventions with indigenous peoples. See more at www.cisu.dk/csp.
- For interventions involving alliances or networking, it is to a certain extent possible to involve partners from countries with a per-capita GDP above the ceiling. The focus of the intervention must be on poor target groups in all countries involved. It must in each case be adequately explained why it is necessary for countries above the GDP ceiling to take part in the intervention, i.e. how it adds strategic value to involve these countries.

REQUIREMENTS CONCERNING AMOUNT APPLIED FOR

The higher the amount of funding sought, the stricter will be the requirements regarding the intervention’s professional quality and sustainability, the strategic thinking involved, as well as the professional and organisational capacity of both the Danish organisation and its local partners.

Danish organisations that have not before implemented similar international development projects are expected to accumulate experience at a sensible pace. Only organisations that have previously received public funds for development work* are eligible for support from the Fund for Climate and Environment. The following ceilings are in force for the amounts applied for:

- DKK 500,000: To be eligible for support of up to DKK 500,000, the organisation must previously

have carried out at least one development project* with a budget below DKK 500,000.

- DKK 2 million: To be eligible for support of up to DKK 2 million, the applicant must have implemented at least one development project* with a budget of at least DKK 500,000.
- DKK 5 million: To be eligible for support of up to DKK 5 million, the applicant must have implemented at least one development project* with a budget of at least DKK 2 million.

*It is a requirement that the former development projects have been implemented with support from the Fund for Climate and Environment, the Civil Society Fund, the Mini Programmes of various Danish organisations, Danida, the European Union, large foundations with reporting requirements, or similar documented experiences.

WHAT THE FUND FOR CLIMATE AND ENVIRONMENT FINANCES	WHAT THE FUND FOR CLIMATE AND ENVIRONMENT <u>DOES NOT FUND</u>
<p>The following main budget items may be financed:</p> <ul style="list-style-type: none"> • Costs of activities and local staff salaries related to capacity building and advocacy. • To the extent necessary, salaries of Danish or other expatriate personnel delivering professional inputs or carrying out monitoring. • Local partners’ administration related to the intervention. • Project-related information in Denmark (max 2%). • Administration in Denmark (max 7%) and budget margin (min 6% and max 10%). • Auditing both locally and in Denmark. <p>It is possible to apply for coverage of all costs, but also to contribute the Danish organisation’s and its local partner’s own supplementary funds.</p>	<p>The Fund for Climate and Environment does not approve applications from individuals, businesses, public authorities or public educational establishments.</p> <p>The following cannot be financed:</p> <ul style="list-style-type: none"> • Delivery of services not directly concerned with capacity building or conduct of advocacy. • Interventions with themes other than climate and environment, as prescribed by the fund’s purpose. • Interventions with the partial or full objective of spreading a party-political or religious message, or interventions providing one-sided support for a political party. • The building of inappropriate parallel structures, i.e. organisations, institutions etc. set up in parallel with structures that exist already or are being built. • Relief aid, humanitarian interventions or reconstruction. • Identification of partners in developing countries, since the Danish organisation is required to have one already.

5. HOW THE APPLICATION WILL BE ASSESSED

The Fund for Climate and Environment provides a flexible framework for how to design an intervention. Applications are assessed on the basis of two main principles:

- **Assessment of the application as a whole:** The Assessment Committee always arrives at its decisions by considering the totality of aspects addressed in the application. Strengths may compensate for weaknesses, and the relevance of

each criterion will vary depending on the type of intervention and the context.

- **Higher amounts mean stricter requirements:** The more experience of development work that an organisation has, the larger the projects that it can apply for. And the higher the amounts applied for, the stricter the requirements that must be met. The demands rise commensurately with the size of both the total annual budget and the amount applied for.

FIVE ASSESSMENT CRITERIA

All applications are subjected to a combined assessment based on five criteria:

1. Assessment of the partnership
2. Assessment of target groups/participants and their relation to the intervention
3. Assessment of the intervention's relevance, coherence and expected results
4. Assessment of the intervention's phase-out and sustainability
5. Assessment of the intervention's cost-effectiveness

The five assessment criteria, which are examined below, are all derived from the principles and requirements, which have been formulated in the Civil Society Strategy and in the Danish Ministry of Foreign Affairs' General Principles Governing Support to Development Activities Implemented by NGOs.

1. ASSESSMENT OF THE PARTNERSHIP

1.1. As regards the Danish (lead) organisation and other participant Danish organisations:

- Popular foundation, i.e. roots in the Danish population.
- Transparent and democratic structure, which makes it possible both for members/contributors and for donors to hold the organisation to account.
- Experience of and insights into the country (or countries) concerned, the theme addressed, the target groups and the issues raised by the intervention.

- Relevant professional and organisational capacity, as well as previous project experience supported by the Civil Society Fund, Mini Programmes, Danida, EU, large foundations with reporting requirements or similar documented experience.
- The organisation's professional and organisational contribution to the partners and the intervention.
- Consistency with the organisation's other development work, combined portfolio and possible strategies.
- The track record: how did the previous interventions turn out? How were they monitored and reported upon?

1.2. As regards the (lead) partner organisation and other participant organisations in the South:

- Local ownership and popular foundation, i.e. constituency.
- Legitimacy in relation to the participants and target groups, as well as to address the issues and represent the interests to which the organisation is dedicated.
- Transparent structure, which makes it possible for members, target groups and donors to hold the organisation to account.
- Experience of and insights into the context and the issues raised by the intervention. The project's consistency with the organisations' other work.
- The local partner organisation's relation to the target groups/participants.

- Relevant professional, organisational and administrative capacity, as well as previous project experience in view of the intervention's contents and objectives, its scale and annual turnover.
- Networking and cooperative relations with, for instance, authorities, other local, national or international organisations, as well as other donors and sources of finance.

1.3. As regards the cooperative relationship between the Danish organisation and the local partner organisations/networks/alliances:

- Clarity in the definition of each organisation's contributions, roles and areas of responsibility.
- Local partners/participants playing an active role in the formulation of the intervention and its objectives.
- Local partners/participants being at the heart of the intervention and responsible for implementation.
- Plan for monitoring, evaluation, reporting, and prevention of corruption and fraud.
- Potential for partnership development, including an account of how the partners/participants and their relationship will progress as a result of the activities to be implemented.

2. ASSESSMENT OF TARGET

GROUPS/PARTICIPANTS AND THEIR RELATION TO THE INTERVENTION

- The match between the participants/target groups and the intervention's issues and objectives.
- The number of people and composition of participants/target groups in view of the intervention's scope, objectives and focus on poverty reduction.
- Involvement of related participants/target groups in the formulation of the intervention's contents and objectives, as well their role in its implementation.
- The degree of ownership of the intervention by related target groups/participants and/or the focus on related target groups in the intervention's outputs.

3. ASSESSMENT OF THE INTERVENTION'S RELEVANCE, COHERENCE AND EXPECTED

RESULTS

3.1. Relevance:

- Does the intervention focus on the themes of climate and/or environment?
- Does the intervention empower poor and vulnerable groups and improve their conditions in the long run?
- Does the intervention strengthen civil society's modes of organisation with a view to favouring its participation in the field of climate and environment?
- Is the intervention relevant in view of the context and problem area?
- Has the intervention been conceived in tandem with the Danish organisation's (or organisations') work in Denmark, EU or internationally?

3.2. Coherence and results:

- A well-crafted strategy based on knowledge of the context.
- Coherence between objectives, activities, outputs and problems that the intervention is intended to address.
- Consistency and relevant balance between capacity building and advocacy.
- Clear and measurable indicators of progress towards the intervention's objectives.²
- Making the case that the intervention is likely to achieve its objectives.
- An account of the assumptions underlying the intervention design as well as the risk factors that may jeopardise its success.
- Plan for monitoring, evaluation and systematisation of experiences.

² The cross cutting indicators of Annex 1 shall supplement and not replace any indicators identified in the application/proposal itself.

The indicators of Annex 1 will not be part of the assessment of the application/proposal.

4. ASSESSMENT OF THE INTERVENTION’S PHASE-OUT AND SUSTAINABILITY

- A phase-out plan which ensures that the local partner organisations or target groups are not left in an unfortunate position of dependency when the intervention period expires.
- Reflections on the intervention’s sustainability (e.g. politically, organisationally, socially, technically, financially and/or environmentally) in view of its own objectives.
- Has the case been made that the intervention is likely to lead to lasting improvements of participants’ and target groups’ living conditions and/or local partner organisations’ capacity, which can be sustained after the implementation period has expired?
- Will the intervention’s results/improvements continue to spread to other target groups or partners?

5. ASSESSMENT OF THE INTERVENTION’S COST-EFFECTIVENESS

- Costs of administration, travel and salaries suit the needs and characteristics of the intervention.
- The relation between the outputs of the intervention, the scale of activities, the number of participants or members of the target group, and the total budget.
- A realistic cost level in view of the context of the intervention, not least if local partner organisations are to cover future expenses themselves in part or in full.
- Expenses on Danish labour in view of the intervention’s contents and objectives.

6. APPLICATION PROCEDURE

APPLICATION CLOSING DATES AND FORMS

The Fund for Climate and Environment has one annual closing date for applications.

There is a special application form for each of the two types of intervention supported. The application MUST be submitted on the corresponding application form. It is also obligatory to attach Annex A, B and C.

At www.cisu.dk/pkm you may find formats for application forms and annexes, along with guidance on how to fill them out. Please note that there is a maximum number of pages for each application type.

Current closing dates, application forms etc. are subject to change, so always check CISU’s website for the latest up-to-date information before you draw up an application.

Corruption on the agenda

Prevention of corruption and fraud is high on CISU’s agenda. Solid internal control systems and clear organisational structures help prevent corruption. Other helpful tools are signed agreements between the partners, as well as follow-up and monitoring of activities.

Prevention tools and approaches can be found at our special website: www.corruption-agenda.org.

BUDGET PREPARATION

It is recommended to read “Guide to Budget Preparation” which provides a detailed account of all budget items. The guide is available at www.cisu.dk/pkm.

When drawing up the budget for the application, you should pay attention to the following aspects:

- DISTRIBUTION BETWEEN MAIN BUDGET ITEMS
The Fund for Climate and Environment does not operate with a predefined optimal distribution between the various major items of the budget breakdown, because interventions and their circumstances vary widely. Nevertheless, it will be assessed whether the application presents a reasonable and cost-conscious distribution between, say, wages and administration on the one hand, and activities on the other. Likewise, the combined costs of Danish participation in the project must be seen in relation to both the needs and the total budget.
- COST-EFFECTIVENESS
A significant assessment criterion is whether the costs of the intervention are in reasonable proportion to the expected results, and whether the expenditure level makes it realistic to continue activities to some extent, if desirable, after the withdrawal of external support.

ASSESSMENT OF APPLICATIONS

1. CISU’s regular advisors are not involved in assessing the applications submitted. Upon receipt CISU’s administration checks that all applications comply with the formal requirements. Thereafter, applications are passed on to CISU’s assessment consultants.
2. Furthermore, CISU informs the Danish Ministry of Foreign Affairs about applications being processed. This is to ensure that applications previously rejected elsewhere are not being re-submitted. In the case of applications above DKK 1 million, CISU also notifies relevant Danish embassies with a view to obtaining their comments, if any.
3. CISU’s assessment consultants carry out a professional and administrative judgment of

When special circumstances are considered to call for a high level of spending on particular budget items, it is up to the Danish applicant organisation to argue this case

- ANNUAL TURNOVER
Experience indicates that short interventions with a high annual turnover are difficult to handle and make sustainable. Therefore, it should always be considered whether the implementation period is long enough.
- BUDGET NOTES
Each budget item should be supplemented with notes to make it generally clear what it covers, while always specifying what is spent on wages and fees as well as on necessary investment.
- DISABILITY COMPENSATION
For both types of grant, it is possible to budget for additional expenses associated with activities and interventions directed at people with disabilities, such as sign-language interpreting, Braille printing, extra transport costs, and comparatively more expensive training facilities to ensure accessibility. Likewise, additional expenses may be associated with sending out Danish personnel with disabilities, e.g. to cover the cost of helpers.

4. The Assessment Committee discusses the assessment consultants’ recommendation, and takes a final decision on the reply to the application, which is sent in writing to the applicant. Applicants usually receive a reply within 2½ months. However, the processing time may be longer if there is a need for supplementary information to finalise assessment of the application.

5. The total size of the Fund for Climate and Environment is decided by the Parliament/Ministry of Foreign Affairs of Denmark in the annual National Budget Act. If the funding requests of applications complying with the requirements exceed the amount available, the Assessment Committee will prioritise

between the applications recommended for approval. Principles for prioritisation are available at www.cisu.dk.

6. Approved applications including budget are published at www.cisu.dk.

Position papers on concepts in development cooperation

CISU has drawn up a number of position papers on our view of a series of key concepts used in connection with development interventions and organisational development. You may use the positions papers for inspiration when working with the concepts in practice, downloading them from www.cisu.dk.

Advocacy

Concerning advocacy as a method to achieve lasting change with an impact on the structural causes of poverty, thus benefiting a wider segment of the population.

LTA - Legitimacy, transparency and accountability

Concerning how civil society organisations can set a good example through what they do and how they do it.

The development triangle

Concerning the balance between capacity building, advocacy and strategic service delivery.

Partnerships

Concerning a nuanced use of the concept of 'partnership' aimed at encompassing the diversity of relationships which may be involved in North-South cooperation.

Sustainability

Concerning a nuanced view of sustainability covering political, organisational, financial, social and cultural, technological and environmental aspects.

ANNEX 1: OUTCOMES AND OUTPUTS – quantitative status on implementation

To measure the success of the Climate and Environment Fund as a support facility aimed at promoting civil society interventions in the field of climate and environment with a focus on advocacy, the below mentioned cross cutting output and outcome indicators are introduced.

The indicators are considered to be relevant for most interventions granted by the Fund. Applicants must include the output and outcome indicators in this annex when drafting the proposal/application so that it will be possible to report on outputs yearly (in the status reports) as well as on outcomes (in the final reports).

Applications will not be assessed according to these cross cutting output and outcome indicators which is a supplement to the indicators of the proposal/application itself.

If you have any questions or comments, please contact CISU at puljer@cisu.dk.

Outcome indicators (to be reported on in the final report of the intervention)

For the below mentioned outcomes, grant holders will be asked to report the *expected target* and the *actual result*.

Outcome 1

The number of poor or marginalised people facing climate or environmental challenges whose lives will be positively affected by capacity building and advocacy on sustainable development.

Explanation: This indicator will provide a figure on the broad number of people that the intervention will reach/affect. The number provided will be an estimate.

Expected target: The target number will be derived from the application. If not given here, please provide an estimate or write N/A.

Actual result: At the end of the intervention, an estimate will be given of how many people were actually reached.

Outcome 2

The number of people who have been involved in networks/organisations.

Explanation: This indicator is looking for the total number of people who have been involved implementing or carrying out the intervention in the participating organisations and networks.

Expected target: The target number will be derived from the application. If not given here, please provide an estimate.

Actual result: Provide an estimate of how many people have actually been involved in organisations and networks at the end of the intervention.

Outcome 3

The number of initiatives/attempts to influence made by civil society in developing countries to sub-national and/or national authorities plus regional and international gatherings in order to influence a progressive agenda vis-a-vis international processes on climate and environment.

Explanation: Each intervention will define what should be considered an initiative or attempt. This will be defined within the context of the intervention. An initiative or attempt could be, but not limited to, include the following: Attendance at relevant conferences, meetings, fora or gatherings; meetings with relevant authorities/people; relevant workshops held or attended, campaigns, policy briefs or media exposure.

Expected target: The target numbers will be derived from the application. If not given here, please provide an estimate or write N/A.

Actual result: At the end of the intervention, an estimate will be given of how many initiatives/attempts to influence were actually made.

Output indicators (to be reported on in the status reports of the intervention)

For the below mentioned outputs, grant holders will be asked to report the *expected target*, the *baseline* and the *actual result each year the intervention runs*.

Output 1

The number of organisations and/or networks/alliances participating in the intervention.

Explanation: It is not an objective of the Fund to support an increase of participating organisations and networks/alliances, so we will not necessarily expect to see an increase (or decrease) in organisations, networks or alliances participating in the intervention.

Baseline: Number of organisational/network partners in the intervention as stated in the application.

Yearly result: You can state whether there has been an increase in the number of participating organisations, networks or alliances during the implementation of the intervention. This can be relevant if there is a particular objective in specific interventions for such an increase.

Expected target: If an increase in involvement of organisations is part of the intervention, the target is mentioned here.

Output 2

The increase in membership of the organisations and/or networks/alliances participating in the intervention.

Explanation: It is not an objective of the Fund to support an increase in membership of participating organisations, networks or alliances, so we will not necessarily expect to see an increase in membership unless there is a particular objective in specific interventions for such an increase.

Baseline: At start of project: how many members does each project partner have (disaggregated by individual and organisational/institutional members).

Yearly result: Yearly status of membership.

Expected target: If an increase in membership is part of the intervention, the target is mentioned here.

Output 3

The number of workshops/training sessions conducted aiming at building capacity on climate and environment in developing countries.

Explanation: We want to know how many workshops and/or training sessions are being conducted, supported by the Fund.

Baseline: 0

Yearly result: Number of workshops/training sessions held during the report period.

Expected target: If workshops/training sessions are part of the intervention, the target may be defined in the application.

Output 4

Number of reports from CSO meeting with policymakers and negotiators or other types of outreach (media coverage, campaigns, etc.)

Explanation: The number of reports, campaigns, media coverage etc. there have been during the intervention.

Baseline: 0

Yearly result: Number of reports, campaigns, media coverage etc. during the report period.

Expected target: If these elements are part of the intervention, the target may be defined in the application.

Output 5

The number of advocacy strategies/campaign plans/policy briefs drawn up in developing countries.

Explanation: The number of strategies, campaign plans and policy briefs being developed as part of the intervention.

Baseline: 0

Yearly result: Number of strategies, campaign plans and policy briefs developed during the report period.

Expected target: If these elements are part of the intervention, the target may be defined in the application.