**APPLICATION TEMPLATE – CATALYTIC FUNDING**

**Instructions:**

1. **Submission Format:**

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| --- | --- |
| **Font:** | Arial |
| **File Type:** | .doc / .docx / .PDF |
| **Font Size:** | 11 |
| **File Naming Convention:** | [YourOrganisationName]\_CIF\_Catalytic Funding |

1. **Submission Deadline**

Completed applications must be emailed to ‘[cif@sajida.org](mailto:cif@sajida.org)’ no later than 11:59 PM (Bangladesh Standard Time) on November 16th, 2024.

1. **Application Content:**

* Before responding to the questions in the application form, please ensure to read the **application guideline**.
* When responding to the questions in the application, ensure your answers are directly relevant to the specific innovation or project for which you are seeking funding and support from the Climate Innovation Fund.
* Provide clear, concise, and evidence-backed responses to demonstrate the potential impact and feasibility of your project.

1. **Inquiries and Assistance:**

* If you have any questions or require clarification on any aspect of the application process, please do not hesitate to contact us at ‘[cif@sajida.org](mailto:cif@sajida.org).’

1. **Confidentiality Assurance:**

* All information and content provided in your proposal will be treated with the utmost confidentiality. We are committed to protecting your intellectual property and proprietary information, and it will only be used to evaluate your application for the Climate Innovation Fund. Access to your proposal will be restricted to authorized personnel involved in the review process, and no information will be shared with third parties without your explicit consent.

*Please fill out the below sections as per requirements:*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **A. Organisation Details** | | | | |
| 1. **Name of Lead Organisation / Enterprise** |  | | | |
| 1. **Current Legal Status**   *(Sole Proprietorship / Partnership / Private Limited Company / NGO, Other)* |  | | | |
| 1. **Name of the Founder / CEO** |  | | | |
| 1. **Year of Establishment** |  | | | |
| 1. **Title of Project / Initiative** |  | | | |
| 1. **Thematic Area of Intervention**   *(Please refer to the Application Guideline: Climate-Smart and Resilient Agriculture, Agricultural Technology and Innovation, Nature-Based Solutions, Agri-Financing)* |  | | | |
| 1. **Location(s) of Project / Initiative Implementation:** |  | | | |
| 1. **Lead Partner for Proposal**   *(Name, Designation, Email, and Contact number)* | Name: | |  | |
| Designation: | |  | |
| Address of Entity: | |  | |
| Email: | |  | |
| Contact/Phone: | |  | |
| 1. **Are there other consortium partners (maximum 2):** | Yes | No | | Not Applicable |
| 1. **If yes, please provide details of the partners:** | | | | |
| * 1. **Consortium Partner 1** | Organisation Name: | |  | |
| Organisation Address: | |  | |
| Brief Description of Company: | | *Please limit your response to a maximum of 100 words.* | |
| Contact Name: | |  | |
| Contact Designation: | |  | |
| Contact Email: | |  | |
| Contact Phone: | |  | |
| * 1. **Consortium Partner 2** | Organisation Name: | |  | |
| Organisation Address: | |  | |
| Brief Description of Company: | | *Please limit your response to a maximum of 100 words.* | |
| Contact Name: | |  | |
| Contact Designation: | |  | |
| Contact Email: | |  | |
| Contact Phone: | |  | |
| * 1. **Describe the relationship between the Lead Partner and Consortium Partner(s).** | *Please limit your response to a maximum of 100 words.* | | | |

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| **B. Funding Proposal** | |
| 1. **Executive Summary** (Max 1 page) | |
| *Briefly describe your solution or business concept, highlighting its unique value proposition and target market. Outline key aspects such as market opportunity, business model, financial projections, and team expertise, providing a compelling snapshot of your solution's potential for success.* | |
| 1. **Market Analysis and Context** (Max 1 page) | |
| *Provide a brief overview of the market you are targeting for your solution. What problem or gap is your organisation trying to solve? Is the market for your solution clearly identified – client segment, market size, purchasing power, prices, etc.?)* | |
| 1. **Business Idea** (Max 1 page) | |
| *Provide a brief overview of your solution and how it addresses the market need or gap. Specify your implementation locations (is it in a climate vulnerable location – please specify as per Climate Hotspot areas identified in the* [*Bangladesh Delta Plan 2100*](http://oldweb.lged.gov.bd/uploadeddocument/unitpublication/1/757/BDP%202100%20Abridged%20Version%20English.pdf)*). Explain how your target market (in the target locations of implementation) will be included in the design, implementation and adoption of your solution.*  *Provide the number of farming communities or farmers that the project intends to reach or cover under the said interventions and how.*  *How will you ensure the product, service, or intervention is marketed and / or promoted?* | |
| 1. **Solution Approach, Activities, and Innovation** | |
| *What activities and approach will you be undertaking to implement your solution to the market problem? Who are the target customers or beneficiary groups, and what impact have you achieved so far?*  *What is innovative about your approach, and how does it provide a competitive advantage over other players in the market?* | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Sl. No.** | **Activity / Approach**  *(Briefly describe each activity/approach in solving the identified problem)* | **Target Audience**  *(Who is the target customer or beneficiary group for this activity/approach?)* | **Achievement**  *(What impact have you achieved for this activity / target audience so far?)* | **Innovation**  *(What is innovative about this activity/approach? How does it provide a competitive advantage over other players in the market?)* | |  |  |  |  |  | |  |  |  |  |  | |  |  |  |  |  | |  |  |  |  |  | | |
| 1. **Competitive Landscape Assessment** (Max ½ page) | |
| *What are the competing products and services for the proposed solution and who are providing these, their approximate market share and regions of operation?* | |
| **17. Unique Selling Point** (Max ½ page) | |
| *What is unique about your solution? Has this product, service, or approach not been tried anywhere in Bangladesh or other countries to date? Does it represent the implementation of an existing idea into a new operational setting?* | |
| **18. Work Plan** (Max 1 page) | |
| *Describe your Implementation Plan - what activities and approach will you be undertaking to implement your solution to the market problem? What do you currently do & aim to do? What have you achieved till date in developing and implementing the solution?* | |
| **19. Implementation Timeline** (Max 1 page) | |
| *Provide a work plan with indicative timeframes for your proposed activities in the form of a Gantt Chart.*  *Note: Please respond to this section as per the sample provided below. You are requested to provide a detailed activity plan as deemed fit with the proposal submitted. No activity shall be due or pending during the last 2 (two) months of the project period and the said 2 months shall be utilised for MEL and reporting purposes only.*   |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  | **Month** | | | | | | | | | | | | | **Activities** | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | | *Activity 1* | *X* | *X* |  |  |  |  |  |  |  |  |  |  | | *Activity 2* |  | *X* | *X* |  |  |  |  |  |  |  |  |  | | *Activity 3* |  | *X* | *X* | *X* | *X* |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  | | |
| **20. Key Performance Indicators** (Max ½ page) | |
| *How do you determine if your initiative is successful? What are the metrics against which you will report? How will you ascertain /measure these performance indicators? Include both financial performance metrics (e.g. return on investment, breakeven analysis) and impact attainment metrics (e.g. tonnes of GHG emission reduced / captured, volume/value of agriculture produce generated, quantity of waste materials recycled, additional income generated by target clients).* | |
| **21. Scalability** (Max ½ page) | |
| 1. *Describe how the proposed solution has a direct line of sight to deployment in other regions and reaching scale (i.e. can this solution be deployed at scale by your organisation in other areas?).* 2. *Have you been able to raise financing from other sources? If yes, have investors / donors agreed, committed, or provided the funding? If yes, we will require documentation verifying the same.*  |  |  |  | | --- | --- | --- | | **Funder / Donor Name** | **Fund Amount Raised**  *(How much have you raised and for what duration? Please specify funding duration: DD/MM/YY – DD/MM/YY)* | **Funding Status**   1. *Agreed: verbal agreement or initial understanding, no formal documentation yet* 2. *Confirmed: formal agreement signed, but funds have not been transferred yet* 3. *Committed: Funds have been transferred and are available* | |  |  |  | |  |  |  | |  |  |  |   *\*Please provide copies as evidence in the mail as attachment.* | |
| **22. Key Business Risks and Mitigation Plan** (Max ½ page) | |
| *In the following table, please indicate the key market, business, policy, social, and environmental risks that could impact your innovation and, thus, prevent you from achieving your objectives. Propose measures to address these risks.*   |  |  |  | | --- | --- | --- | | **Risk** | **Risk Level**  **(High / Medium / Low)** | **Mitigation Plan** | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | | |
| **23. Regulatory Approvals Required** (Max ½ page) | |
| *What type of regulatory approvals, if any, are required to implement your business / deliver your solution? Please mention the status of these approvals (e.g. achieved / in progress / etc.)* | |
| **24. Capacity to Deliver** (Max 1 page) | |
| *Explain how and why your organisation and its promotors/management is best suited to deliver the proposed solution. What is your organisation’s competitive advantage in implementing this concept? Provide a brief profile of key personnel to be involved in deploying the solution.* | |
| | **25. Baseline Impact Questionnaire** | | | | | | --- | --- | --- | --- | --- | | **Sl.** | **Questionnaire** | **Responses (Please select ‘☐’ where applicable)** | | | | **Agriculture Impact** | | | | | | I. | Is your project / initiative directly impacting agriculture production? | Yes | No | Not Applicable | | II. | Does your project / initiative use / involve sustainable practices like rotating crops or planting trees alongside crops? | Yes | No | Not Applicable | | III. | Does your project / initiative use / involve water-saving methods like drip irrigation or collecting rainwater? | Yes | No | Not Applicable | | IV. | Does your project / initiative utilise cover crops to prevent soil erosion and improve soil health? | Yes | No | Not Applicable | | V. | Does your project / initiative utilise organic or eco-friendly fertilizers in place of chemical ones? | Yes | No | Not Applicable | | VI. | Are energy-efficient or less polluting machinery and equipment being used in your intervention? | Yes | No | Not Applicable | | VII. | Do you perform regular maintenance on your machinery to ensure it operates efficiently and reduces polluting by-products? | Yes | No | Not Applicable | | VIII. | Does your project / initiative involve using chemical free or bio-based pesticides instead of synthetic chemicals? | Yes | No | Not Applicable | | IX. | Does your project / initiative involve waste from your agricultural operations to be recycled or reused where possible? | Yes | No | Not Applicable | | X. | Does your project / initiative avoid digging or turning the soil to help keep it healthy and stable? | Yes | No | Not Applicable | | XI. | Does your project / initiative intend to or have implemented any climate change adaptation strategies, such as selecting drought-resistant crops or altering planting schedules? | Yes | No | Not Applicable | | XII. | Has your prototype or product been tested for its potential to reduce environmental impact (i.e. reducing greenhouse gas, minimizing water utilization, reduce soil contamination, etc.) in agricultural processes? | Yes | No | Not Applicable | | XIII. | Does your project / initiative include practices to minimize methane emissions from livestock, such as improved feed management or waste management systems? | Yes | No | Not Applicable | | XIV. | Does your project / initiative involve or encourage livestock grazing to protect the soil? | Yes | No | Not Applicable | | XV. | Does your project / initiative involve treating and reusing wastewater from agricultural processes? | Yes | No | Not Applicable | | XVI. | Does your project / initiative involve offering ongoing education and workshops for farmers on the latest climate-resilient farming techniques, i.e. regenerative agriculture, climate resilient crop varieties, conservation agriculture? | Yes | No | Not Applicable | | XVII. | Does your project / initiative involve collaborating with local agricultural cooperatives or groups to promote sustainable farming practices? | Yes | No | Not Applicable | | XVIII. | Does your project / initiative actively seek out markets or customers that prioritise climate-friendly and sustainably produced agricultural products? | Yes | No | Not Applicable | | **Climate Impact** | | | | | | XIX. | Are renewable energy sources, such as solar, wind power or biogas, used to operate any equipment? | Yes | No | Not Applicable | | XX. | If your answer is “Yes” to the above question, please mention what percentage of energy is provided through the renewable source? | \_\_\_\_ % | | | | XXI. | Is your business prepared to respond to extreme weather events, such as floods or droughts, through adaptive practices? | Yes | No | Not Applicable | | XXII. | Does your project / initiative prioritise purchasing locally sourced inputs to reduce transportation emissions? | Yes | No | Not Applicable | | XXIII. | Does your initiative use any other means to reduce impact on greenhouse gas emissions? | Yes | No | Not Applicable | | XXIV. | If your answer is “Yes” to the above question, please mention what other means is used and what percentage of GHG emission is reduced through this measure? | *Please limit your response to a maximum of 30 words.* | | | | XXV. | Does your initiative use any other means to increase energy efficiency? | Yes | No | Not Applicable | | XXVI. | If your answer is “Yes” to the above question, please mention what other means are used and what percentage of energy efficiency is achieved through this measure? | *Please limit your response to a maximum of 30 words.* | | | | |
| **26. \*Organisation Status** | |
| |  |  | | --- | --- | | **Management Indicator** | **Submission format** | | Is there a Management Board / Board of Directors? How often do they meet? Are regular meeting minutes kept? What is the ownership structure | *Please limit your response to a maximum of 200 words.* | | Copy of the organisation registration certificate (only in case of limited companies) / trade license | *Share as email attachment* | | Copy Memorandum and articles of association (only in case of Limited Companies) | *Share as email attachment* | | Please share 5 high quality photos of your initiative | *Share as email attachment* | | Copy of the organisation’s annual reports containing Audited Accounts for the last 2 financial year plus budget for the current year  If 2 years’ Audited Financials are not available, share financials from inception to date | *Share as email attachment* | | Brief profiles, contact details and short bio of all board members, founders and/or CEO | *Please limit your response to a maximum of 200 words.* | | CV of founder and/or CEO | *Share as email attachment* | | Organisation organogram | *Share as email attachment* |   *\*Please provide copies as evidence through an email attachment to* [*cif@sajida.org*](mailto:cif@sajida.org) *along with the submission mail.* | |
| **27. Communications Questionnaire** | |
| Where did you learn about this opportunity? | *Please limit your response to a maximum of 30 words.* |

**DECLARATION:**

The information provided above is accurate and true to the best of my knowledge. I authorize the verification and confirmation of the details provided herein.

***Submitted and signed by:***

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
**Name:**

**Designation:**

**Organisation:**

**Phone / Mobile:**

**Email:**