

Sustainable Financing Mechanisms for Marine Protection in the Caribbean - Advancing Circular Economy (ACE) Facility



Caribbean Biodiversity Fund (CBF): Advancing Circular Economy (ACE) Facility
Call for Proposals (CFPs) 2
Concept Note Evaluation Scoring Sheet

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_CfP2_CN001)
Project Location- Country/Countries	E.g., Dominican Republic, Saint Lucia
Project Location - Site(s)	E.g., Punta Cana, Castries
Project Sector	E.g. NGO, Academia, etc.
Total Project Budget	USD
ACE Grant Amount (USD)	USD
Co-financing Required	USD
Co-financing Committed	USD
Tons of marine litter reduced/ removed	E.g., 1,575.00

2. Compliance Check					Reference to CN Template
Is the Concept Note form complete as per the template provided?	Yes		No		Preliminary Check on template
Is the Concept Note form submitted in English, Spanish, or French?	Yes		No		
Are the required annexes attached to the Concept Note?					Requirements outlined in Concept Note Template Instructions Page 2
A signed declaration	Yes		No		
A signed Conflict of Interest 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)					Concept Note Template Part A Applicant Organization: Organisation Type, Page 3 & Table of relevant past projects that your organisation has managed, page 4 & Table of consortia partners, page 4
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 for each project intervention country	Yes		No		Concept Note Template Part A Applicant Organization: Organisation Type, Page 3
Non-profit (Non-governmental organisations (NGOs))	Yes		No		
Non-profit (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		
Non-profit (Universities and other academic institutions)	Yes		No		Concept Note Template Part A Applicant Organization: Organisation Type, Page 3 & Part B Project Intervention Logic - Expected Outcomes: The main impacts to be achieved by the project intervention, Page 6.
Consortia of the above organisations that promote collaboration and greater impact around ACE.					Concept Note Template Part B Project Description: Geographic Area: , Page 4
Is the proposed geographic area eligible?					
Cuba, Dominica, Dominican Republic, Grenada, Haiti, Jamaica, Montserrat, Saint Lucia, and St. Vincent and the Grenadines	Yes		No		Concept Note Template Part A Applicant Organization: Please list below relevant past projects that your organisation has managed (limited to the last 5 years), Page 4 & Table of consortia partners, page 4
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		Concept Note Template Part D: Project Estimated Budget, Page 10
Does the proposed funding requirement align with the ACE Facility's resource availability?	Yes		No		Concept Note Template Part D: Project Estimated Budget: Sources Co-financing, Page 10
Addresses complementary co-financing of the grantees clearly and achieves the required % according to the lead applicant category	Yes		No		Concept Note Template Part B Project Description, Page 5-6
Does the proposed funding requirement align with the priority scope (waste stream and sectors) of the ACE Facility? (at least one YES required)					
Integrated Solid Waste Management Systems	Yes		No		
Littering/open Dumpsite management	Yes		No		
Agricultural plastics	Yes		No		
Synthetic Textiles	Yes		No		
Personal Care and Cosmetics Industry (Plastic Packaging)	Yes		No		
Transport Sector (solid waste components)	Yes		No		
Coastal/Offshore Tourism and Recreation	Yes		No		
Medical Waste Articles	Yes		No		
Abandoned, lost or other discarded fishing gear (ALDFG)	Yes		No		
Marine Transport Industry	Yes		No		
Disaster Debris Management	Yes		No		
Other (pls add)					
Is the proposed project related to one or more ACE Facility defined objectives? (at least one YES required)					Concept Note Template Part B Project Description in general. Specifically: 10 R-strategies Page 8 & Relevance to the ACE Facility Objectives - How will the project contribute to the ACE Facility Objectives? Page 10
Prevention - Projects that promote and apply practical circular economy principles to minimize and/or prevent waste from entering the marine environment.	Yes		No		
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 10R-Strategies.	Yes		No		
Knowledge & Data - Support knowledge and data generation on the topics of the circular economy and marine pollution in the Caribbean region. (e.g., Scientific Research and Knowledge Development; Knowledge Sharing and Capacity Building)	Yes		No		
Circular Economy - Projects that embody the the 10 R-strategies for a circular economy	Yes		No		Concept Note Template Part C: Risks, Environmental and Social Safeguards - Is the Project or any of its activities in the CBF's Exclusion List? Page 9
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		Concept Note Template Part E: Additional Due Diligence Does the organisation have written policies for the following: Accounting; Procurement; Code of conduct, ethics, bribery & corruption (including coverage of conflict of interest) please provide copies or Weblink. Page 11

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.

3. Applicant Organisational Criteria									
Evaluation Aspects				Weighting	Points Allocated	Final Score	Min Score	Max Score	Reference to CN Template
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)									
NOTE: Scoring on each aspect will range from 1 to 10 based on the potential grantee's demonstration of the criteria from 1 – Inadequate to 10 – Exceptional (please see sheet 2 Scoring Guidance)									
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	24	30	Concept Note Template Part A: Applicant Organization: Registration Number; Duly Registered Under, Page 3 Local Partners to be elaborated via table on Page 4
The applicant's organisation has experience in implementing projects in the geographic area.				3		0	24	30	Concept Note Template Part A Applicant Organization: Please list below relevant past projects that your organisation has managed (limited to the last 5 years), Page 4. Also consider PART B: Project Description and the design of the project when considering relevant experience
The applicant's organisation has experience with the Circular Economy, Marine Pollution Management and/or Waste Management intervention proposed.				3		0	24	30	
The applicant's organisation has a track record in managing projects with budgets similar to the amount requested.				3		0	24	30	
The applicant's organisation has the appropriate financial principles, systems and internal controls/record keeping to manage the proposed project				2		0	15	20	Concept Note Template Part E: Additional Due Diligence Page 15
The applicant's organisation has the appropriate regulatory filings, debt standings and insurance to manage the proposed project				2		0	14	20	Concept Note Template Part E: Additional Due Diligence Page 15
TOTAL SCORE Section 3 (MaxScore 160)						0	125	160	MIN SCORE REQUIRED HERE
4. Project Approach Criteria									
Evaluation Aspects				Weighting	Points Allocated	Final Score	Min Score	Max Score	Reference to CN Template
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)									
NOTE: Scoring on each aspect will range from 1 to 10 based on the potential grantee's demonstration of the criteria from 1 – Inadequate to 10 – Exceptional (please see sheet 2 Scoring Guidance)									
The project design demonstrates sound contribution to the ACE facility indicators and targets in an impactful manner					0	0	120	150	MIN SCORE REQUIRED HERE
The projects is designed to achieve environmental benefits: Reduction of marine litter, improved ecosystem health, biodiversity protection.				3		0	24	30	Concept Note Template Part B Project Description: Project Intervention Logic; Relevance to the ACE Facility Objectives; Implementation Details
The projects is designed to achieve social benefits: Livelihood creation, community engagement, inclusion of vulnerable groups (e.g. traditional peoples, waste workers, women, youth), use of traditional knowledge and considers gender and youth perspectives.				3		0	24	30	
The projects is designed to achieve policy/institutional influence: Contributions to local/national/regional circular economy and marine pollution targets, alignment with SDGs etc.				3		0	24	30	
The projects is designed to achieve scalability & replication: Potential for upscaling within the country or replication across other Caribbean SIDS.				3		0	24	30	

The projects design to demonstrates innovation: Use of new technologies, business models, or approaches that can shift systems.	3		0	24	30	
The project design demonstrates potential for long-term sustainability and financial feasibility beyond the grant funding period, at least 3 years after this period.		0	0	144	180	MIN SCORE REQUIRED HERE
Financial model are considered: Existence of revenue streams (e.g., user fees, recycling markets, private investment, green jobs) or blended finance approaches.	3		0	24	30	Concept Note Template Part B Project Description: Project Intervention Logic, Page 6 & Sustainability Plan, Page 7
Cost-effectiveness is considered: Efficiency in resource use and ability to deliver high value for money.	3		0	24	30	
Partnerships & co-financing considered: Level of secured or credible commitments from government, private sector, or development partners.	3		0	24	30	
Institutional sustainability and governance considered: Integration into local/national/regional strategies, policies, or business operations ensuring continuity.	3		0	24	30	
Financial risk mitigation is addressed : Realistic assessment of risks (financial, market, political) with credible management strategies for addressing them.	3		0	24	30	
Sustainability Plan and Project Closure : A clear plan for how activities, services, or enterprises will be maintained post-grant.	3		0	24	30	
The project concept clearly demonstrates the use of Circular Economy principles through the project interventions		0	0	48	60	MIN SCORE REQUIRED HERE
The project concept presents a clear and coherent logic of intervention to reduce and or remove marine litter through Circular Economy Interventions and principles (clear alignment with the 10R Principles demonstrated).	3		0	24	30	Concept Note Template Part B Project Description: 10 R- strategies, Project Intervention Logic
The project concept includes upstream solutions and/or sustainable sound management process after waste removal (processes such as reduce, reuse, recycling, proper disposal of waste, repurposing, etc.).	3		0	24	30	
Other Project Concept Aspects		0	0	110.5	150	
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	7	10	Concept Note Template Part A Applicant Organization: Consotia considerations, Page 4 Concept Note Template Part B Project Description: Implementation Details - Key Stakeholders and Partners
The project concept creates new capacities for the Public Sectors, Private Sector, NGOs, and CBOs in the region						
The project concept includes the requisite stakeholders, partners, and or Public-Private Partnerships (PPPs) for its implementation to be successful.	1		0	7	10	Concept Note Template Part B Project Description: Implementation Details
The project concept fosters local and/or national and/or regional partnerships.	2		0	15	20	Concept Note Template Part D: Project Estimated Budget: Sources Co-financing, Page 10
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	7	10	Concept Note Template Part B Project Description: Implementation Details - Key Stakeholders and Partners, Page 7
The project concept leverages other financial and technical resources sufficiently. It addresses and ideally overfulfills the required cofinancing requirements of the ACE Facility's Grantees.	3		0	24	30	Concept Note Template Part D: Project Estimated Budget, Page 10
The project concept provides a project timeline that realistically aligns with the ACE Facility requirements.	1		0	7	10	Concept Note Template Part B Project Description: Demonstration of Investments, Page 6
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	7	10	Concept Note Template Part C: Risks, Environmental and Social Safeguards, Page 8-9
The project concept provides a coherent estimated budget in relation to the project activities.	1		0	7	10	Concept Note Template Part B Project Description: Project Duration, Page 7 & Activities & Estimated timeline, Page 9
The project concept appropriately considers environmental, social, and economic related risks and mitigation measures.	3		0	22.5	30	Concept Note Template Part C: Risks, Environmental and Social Safeguards, Page 9
The project concept appropriately considers other project related risks and mitigation measures.	1		0	7	10	
TOTAL SCORE Section 4 (MaxScore 540)			0		540	
TOTAL OVERALL SCORE (max 700)			0		700	
TOTAL OVERALL %			0.00			

Next Steps :

A shortlist of projects will be recommended to proceed to the full proposal stage. To qualify, a minimum score of must be achieved in the sections indicated above. This list will then be submitted to the ACE Facility Committee Members and KFW for further consideration.

Notifications will then be sent to all applicants.

Concept Notes that are favorably reviewed will advance for submission of a full proposal in accordance with the details outlines in the Full Proposal Phase Guidelines.