**Annex 1:** **Partner Proposal Template**

Respondents to the Call for Partnership are encouraged to complete the following proposal template in as much detail as possible. *However,* *please be assured that your* *responses will be considered even if there is a lack of detail or if the form is incomplete.*

|  |  |
| --- | --- |
| **CFP Ref:** | CFP-0010 |
| **Country:** | Ghana |

1. **Sub-Grant Eligibility**

|  |  |
| --- | --- |
| **Criteria** | **Outline Eligibility against Criteria (max 500 words each)** |
| **EC1** *Share your organization’s registration details to demonstrate not-for-profit entity status* |  |
| **EC2** *Share your organization’s expertise in working with networks of young people, mobilizing youth, organizing events, and implementing trainings* | *Share your organization’s expertise in working with networks of young people, mobilizing youth, organizing events, and implementing trainings* |
| **EC3** *Share your organization’s experience in engaging with universities, working with climate change, with reference to adaptation* |  |
| **EC4** *Share your organization’s experience in managing and distributing small grants to organizations* |  |
| **EC5** *Share the location of your organization’s work* |  |
| **EC6** *Outline how much experience your organization has* |  |

1. **Organizational Profile and Experience**

* Provide a clear introduction to your organization:
  + Organization name
  + Acronym
  + Year and number of registration
  + Legal representative and contact details
  + City and country
  + Email
  + Does the organization have a website?
  + Social media
  + Number of members of the organization
  + Mission and key programs of your organization
* Describe, if not already, what qualifies you to successfully implement the project.

1. **Sub-Grant Project Activities**

* Use the template provided below to outline the different activities that you would propose to organize to achieve outputs (you can add multiple activities per output).

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Narrative Summary** | **Means of Verification (MoV)** | | **Indicators** | | | **Responsible Person/**  **Team** | **Start Date** | **End Date** |
| Key activities to be carried out to produce intended output. | MoV provides the evidence or sources to verify whether deliverables have been met. | | Indicators set the targets or standards for measuring success. | | | Responsible person/team to deliver activity. | Anticipated start date of the activity. | Anticipated end date of the activity. |
| **Outcome 1: Youth Adaptation Forums: Strengthen the capacity of young people to understand and engage with climate adaptation and to build resilient economies, as well as building a network of young people interested in adaptation.** | | | | | | |  |  |
| **Output 1.1: Co-organize an in-person Youth Adaptation Forum at a local university.** | | | | | | |  |  |
| Activity 1.1.1: |  | |  | | |  |  |  |
| Activity 1.1.2: |  | |  | | |  |  |  |
| **Output 1.2:** Identify a fieldtrip/exposure to an adaptation project for the Youth Adaptation Forum. | | | | | | |  |  |
| Activity 1.2.1: |  | |  | | |  |  |  |
| **Output 1.3:** Mobilize 150-200 young people to attend the Youth Adaptation Forum. | | | | | | |  |  |
| Activity 1.3.1: |  | |  | | |  |  |  |
| **Outcome 2: YAN membership: Assist the Global Center on Adaptation with building the largest network of young people in Africa driving the adaptation agenda through mobilizing local young people.** | | | | | | |  |  |
| **Output 2.1.** Act as the sub-regional focal point of the Youth Adaptation Network and distribute small grants to youth organizations identified as in-country focal points by GCA. | | | | | | |  |  |
| Activity 2.1.1 |  | |  | | |  |  |  |
| **Output 2.2:** Raise awareness on the Youth Adaptation Network and facilitate the registration of 300-500 young people to the Youth Adaptation Network. | | | | | | |  |  |
| Activity 2.2.1 |  | |  | | |  |  |  |
| **Output 2.3:** Conduct a Learning Needs Assessment to understand the training needs of young people on climate adaptation and leadership. | | | | | | |  |  |
| Activity 2.3.1 |  | |  | | |  |  |  |
| **Outcome 3: Youth Climate Adaptation Action Day: Mobilize young people through youth consultations to drive resilient economies.** | | | | | | |  |  |
| **Output 3.1:** Convene a Youth Consultation on Adaptation, Nationally Determined Contributions, and Adaptation on the Youth Climate Adaptation Action Day on the 12th October 2025. | | | | | | |  |  |
| Activity 3.1.1 |  | |  | | |  |  |  |
| **Output 3.2:** Develop a written communique from the Consultation on Adaptation, Nationally Determined Contributions, and Youth. | | | | | | |  |  |
| Activity 3.2.1 |  | |  | | |  |  |  |
| **Output 3.3:** Disburse small grants to other organizations. | | | | | | |  |  |
| Activity 3.3.1 |  | |  | | |  |  |  |
| **Outcome 4: Youth Academy: Provide learning opportunities for youth to enhance their expertise in climate change adaptation.** | | | | | | |  |  |
| **Output 4.1:** Submit a proposal to organize in-country training and replicate the Youth Academy on Climate Adaptation and Leadership. | | | | | | |  |  |
| Activity 4.1.1 |  | |  | | |  |  |  |
| **Output 4.2:** Replicate the Youth Academy on Climate Adaptation and Leadership locally. | | | | | | |  |  |
| Activity 4.2.1 | |  | |  |  | |  |  |

1. **Team Expertise**

* Explain the team structure which will be involved in the project.
* Provide a detailed list of team members using the table template below.

|  |  |
| --- | --- |
| **Expert Name** |  |
| **Position on Team** |  |
| **Current Role & Organization** |  |
| **Languages** |  |
| **Years of Experience** |  |
| **Country Experience** |  |
| **Thematic Experience** | *(keywords only)* |
| **Training-related Qualifications** | *(keywords only)* |
| **Narrative Short Bio** | *(max. 150 words)* |
| **List of relevant projects/trainings worked on** | *(provide as a bullet point list)* |

1. **Additional Support**

* Define any elements of the project that might require additional support from GCA.

1. **Commitment to GCA Values & Experience in Partnership Engagement**

* Describe demonstrated support of the core values of GCA and its commitment to climate action and adaptation.
* Outline experience engaging in partnerships and initiatives with, inter alia, United Nations, intergovernmental, national, subnational, industry or sectoral, non-governmental and other related organizations in support of climate, environmental and/or social causes.

1. **Detailed Budget**

**Please provide a proposed detailed budget** in the provided template in **Annex 2a.** The budget will not be considered for evaluation but will be the basis for discussion while setting up the sub-grant agreement. Please note that the budget should be in Euros. *Please note: the budget is below 20,000 EUR and it should include all the activities in the table of section 3.*