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CFP – Call Template

## Call for Partnership (CFP)

### Strengthening the African Youth Adaptation Network through Online Training and Small Grants

CFP Ref.: CFP-0026

**CLOSING DATE: 23 June 2025**

**CLOSING TIME: NOT LATER THAN 23:59, Central European Time (CET)**

**PPORPOSALS RECEIVED AFTER THE CLOSING DATE AND TIME SHALL NOT BE CONSIDERED.**



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## 1. Background

### 1.1. Introduction to this Call for Partnership (CFP)

The Global Center on Adaptation (GCA) invites especially universities, or registered non-profit organizations (local and international non-government organizations, youth-led organizations, community-based organizations, companies limited by guarantee) in Africa **to present proposals for Strengthening the African Youth Adaptation Network through Online Training and Small Grants.**

### 1.2. Introduction to the Global Center of Adaptation

The Global Center on Adaptation (GCA) is an international organization that works as a solutions broker to catalyze action and support for adaptation solutions, from the international to the local, in partnership with the public and private sector, to ensure we learn from each other and work together for a climate resilient future. Adapting to impacts of climate change provides a “win-win” for livelihoods, food security, water supply, health, security, and economic growth. The work of GCA elevates the visibility and political importance of climate adaptation and facilitates solutions, such as smarter investments, new technologies and better planning to become more resilient to climate related threats. GCA is a rapidly growing organization with offices in Abidjan, Beijing, Dhaka, Groningen, and Rotterdam.

GCA's ambitious 2020-2025 business plan and strategy have three pillars:

- Programs: Food Security; Using Nature for more resilient infrastructure; Water for Urban Growth and Resilience; Climate Finance; Youth Leadership.
- Knowledge: Building adaptation knowledge globally through cutting edge products such as the State and Trends in Adaptation Report and the Adaptation Knowledge Portal.
- Advocacy and Awareness: Formulating policy messages to move the global, regional, and local adaptation agendas forward.

## 2. Youth Adaptation Network

Under the Africa Adaptation Acceleration Program (AAP) GCA's work on youth leadership and education aims to mobilize the next generation of adaptation leaders in Africa to lead the youth adaptation movement and engage in adaptation decision-making and action. In particular, the Youth Leadership and Education program aims to strengthen the capacities of young people across the African continent to make their communities more climate resilient and facilitate knowledge exchange with other continents.

In 2025, the Global Center on Adaptation's Youth Leadership and Education program is working to enhance the capacity of youth organizations to accelerate adaptation action in Africa. This will be achieved through significantly growing the Youth Adaptation Network.

The Youth Adaptation Network (YAN) is an umbrella platform to engage, empower, and amplify the role of young people in the adaptation agenda. This unique network brings together young people from around the world to translate knowledge into action and advocate for accelerated adaptation from the local to the international level.

In 2025, GCA is amplifying the world's largest Youth Adaptation Network in Africa. One youth-led organization per African country will be selected as the In-Country Focal Point for the Youth Adaptation Network. Two contact people per youth organization will be nominated.

### 3. Strengthening the African Youth Adaptation Network through Online Training and Small Grants

The Global Center on Adaptation (GCA) invites universities, or registered non-profit organizations (e.g. local and international non-government organizations, youth-led organizations, community based organizations, companies limited by guarantee) in Africa to submit proposals for a partnership to implement an online training program focused on strengthening the capacities of youth-led organizations, members of the Youth Adaptation Network in Africa. This program aims to enhance the capacities of youth organizations in proposal writing and project/small grant management, followed by the disbursement of small grants to selected organizations to support replication of adaptation training at the national or local level. This initiative aligns with GCA's commitment under the Africa Adaptation Acceleration Program (AAP) to empower young people to take the lead in adaptation and resilience-building efforts across the continent.

#### 3.1. Project Outputs

<b>Output 1</b>	<b>Strengthen the capacity of young people across Africa in proposal writing and small-grant project management.</b>
<b>Output 1.1</b>	Develop and deliver training materials on proposal writing and project/small-grant management.
<b>Output 1.2</b>	Organize at least 4 expert-led live online training sessions.
<b>Output 1.3</b>	Design and deliver a coaching program, including two feedback sessions per country.
<b>Output 2</b>	<b>Support the replication of training activities across 15 African countries through small grants.</b>
<b>Output 2.1</b>	Create a project proposal template for small grant applications with GCA.
<b>Output 2.2</b>	Review and select the 15 best proposals for replication activities.
<b>Output 2.3</b>	Manage and disburse 15 small grants to 15 youth-led organizations members of the Youth Adaptation Network in Africa. Each small grant of €2,000.
<b>Output 3</b>	<b>Facilitate knowledge exchange and showcase the impact of youth-led initiatives.</b>
<b>Output 3.1</b>	Guide youth organizations in creating blog posts, videos, or other media highlighting replication outcomes.
<b>Output 3.2</b>	Compile a final report summarizing lessons learned, challenges, and recommendations based on youth feedback.



### 3.2. Approach/Methodology

The selected partner will deliver an online training and small grants program aimed at strengthening the project management capacities of youth-led organizations members of the Youth Adaptation Network across Africa. The approach emphasizes practical, action-oriented learning focused on proposal writing and grant implementation. The project is expected to begin in July 2025, with time allocated for the development of training materials, templates, and coaching strategies. At least four expert-led live sessions will take place in July and August 2025. The program will conclude with proposal selection and grant disbursement in September, allowing youth-led organizations to replicate their learnings at the local and national levels before the end of the year.

### 3.3. Partner Responsibilities

The implementing partner will be responsible for the following tasks:

- Developing and delivering training materials on proposal writing and project/small-grant management.
- Creating a project proposal template for small grant applications in coordination with GCA.
- Organizing 4 expert-led live sessions to deliver technical content.
- Designing and implementing a coaching program, with two feedback sessions per country.
- Reviewing and selecting the 15 best proposals to receive small grants.
- Managing and disbursing 15 small grants of €2,000 each across 15 African countries.
- Providing guidance to youth organizations on how to showcase project impact (e.g., blog posts, videos).
- Compiling a final report summarizing lessons learned, challenges, and recommendations based on participant feedback.

## 4. Alignment with GCA Values and Commitment

- Demonstrated support of the core values of GCA and its commitment to climate action and adaptation;
- Active engagement 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;
- Demonstrated support of the principles of sustainable development, including inclusion and social and environmental corporate responsibility;
- Compliance with recognized environmental and social standards.

## 5. Submission Guidelines

### 5.1. How to Apply

- Only **registered non-profit organizations (e.g., INGO, NGO, CBO, African Universities, Company Limited by Guarantee or Training Institutions)** are eligible to receive a sub-grant from GCA.



- The organizations responding to this call **must meet the minimum eligibility criteria** and demonstrate their capacity to **implement all the technical criteria**.
- Proposals and all supporting documents must be **submitted as a PDF**, no later than **23 June 2025, 23:59, Central European Time (CET)** to **subgrants@gca.org** and cc'd to **youth@gca.org**.
- Proposals **must include**:
  - **Annex 1**: Project Document (proposal template) addressing the details outlined in this call.
  - **Annex 2**: Completed Partner Information Document & minimum required documents.
  - **Annex 2a**: Budget and Financial Report Template.
- **Important to note**:
  - Registered non-profit organizations are encouraged to respond to this call and complete the templates in as much detail as possible.
  - Responses to **Annex 1** will be considered even if there is a lack of detail or if the form is incomplete.
  - Responses to **Annex 2** will be considered even if some details are lacking, if justified.
  - The template serves as a tool for interested organizations to showcase their technical expertise and experience in response to the call.
  - Organizations need only meet the minimum eligibility criteria to be considered.
- Proposals received **after the closing** date and time **will not be considered**. Organizations will be notified once a decision about the Sub-Grant is made.
- For all questions or requests for additional information contact **youth@gca.org**. The email subject heading should be clearly marked with the following information: **Call for Partnership: Strengthening the African Youth Adaptation Network through Online Training and Small Grants**
  - If an interested organization has concerns about completing the templates, please reach out.
- Proposals and all supporting documents must be drafted **in English**.
- GCA reserves the right to decline disclosure of the specificity of decision derived by GCA mission due to reasons related to confidentiality.
- GCA reserves the right to accept or reject any submissions, and to annul the selection process and reject all submissions at any time, without thereby incurring any liability to the affected implementing partners.

## 5.2. Process Overview

- After the deadline, all submissions will undergo an evaluation process.
- The most suitable partner will be selected based on the evaluation outcomes.
- The selected partner will be contacted to conduct a due diligence assessment through in-depth meetings.



## 6. Selection Criteria & Evaluation

The evaluation's purpose is to assess the organization's eligibility, and the technical expertise of respondents. The evaluation consists of two sets of selection criteria:

(1) **Minimum Eligibility Criteria**

(2) **Technical Expertise**

The first section specifies the minimum eligibility criteria that an organization must meet to qualify for the call. This set of criteria is evaluated on a pass/fail basis. Only organizations that pass this initial assessment will proceed to the next stage.

The technical expertise is evaluated based on the relevance and depth of experience and expertise in relation to the criteria outlined in the call, specifically how well these align with achieving the expected results.

### 6.1. Selection Criteria

Name	Description	Score
<b>EC</b>	<b>Minimum Eligibility Criteria</b>	<b>Pass/Fail</b>
EC1	Evidence of registered not-for-profit entity status (e.g., university, training institution) with legal presence and registration in Africa.	
EC2	Demonstrated expertise in delivering training programs, especially with youth-led or youth-focused audiences.	
EC3	Experience delivering content related to climate change, with a preference for training on climate change adaptation and resilience.	
EC4	Proven experience in managing and distributing grants to external organizations or individuals.	
EC5	Required location: Africa-based institution, with preference given to regional representation across sub-Saharan Africa.	
EC6	Minimum 3 years of organizational experience in program implementation and capacity-building.	
<b>TC</b>	<b>Technical Expertise</b> Relevance of experience and expertise to achieve expected outcomes and outputs.	<b>Max Score: 100</b>
TC1	Relevance of technical expertise in: <ul style="list-style-type: none"><li>Youth engagement</li><li>Education</li><li>Climate change and adaptation</li></ul>	20
TC2	Relevance and level of experience in proposed approach and methodology: <ul style="list-style-type: none"><li>Ability to deliver high-quality training and coaching online</li><li>Experience in designing interactive learning materials</li><li>Innovation in digital capacity-building</li><li>Feasibility of managing continent-wide youth programming</li></ul>	30



TC3	Relevance of experience to achieving expected results: <ul style="list-style-type: none"><li>• Quality and relevance of proposed activities and outcomes</li><li>• Relevant successes from previous projects proving ability to deliver similar outcomes.</li></ul>	20
TC4	Relevance of project team expertise: <ul style="list-style-type: none"><li>• Educational or training delivery credentials</li><li>• Grant management experience</li><li>• Communications and youth engagement capabilities</li></ul>	20
TC5	Alignment with GCA values and experience <ul style="list-style-type: none"><li>• Alignment to GCA values &amp; commitments</li><li>• Experience with partnerships engagement</li></ul>	10
	<i>Scoring for Criteria is based on maximum points. Grading for each criterion under technical expertise will be conducted using the following scale: 0 = not included, 2 = scarcely included, 4 insufficient, 6 good enough, 8 good, 10 excellent to above expectations</i>	

## 6.2. Exclusionary Criteria

GCA will not engage with any entity whose public image is severely compromised by past activity or advocacy in one of the categories below, or in other areas which may be deemed, at any given time, to reflect negatively on GCA.

Name	Description	Score
EXC	Exclusionary Criteria	Pass/Fail
EXC1	Systematic failure to demonstrate support of the core values of GCA and its commitment to climate action and adaptation.	
EXC2	The organization is not involved in illicit behavior, including organized crime, trafficking, corruption, terrorism or violations of internationally agreed sanctions.	

## 6.3. Evaluation

After assessing whether organizations meet the minimum eligibility criteria, the organization with the highest score in the technical evaluation **will be considered** for the sub-grant. The scoring allows GCA to identify the most suitable partner.

A preliminary capacity assessment will be conducted based on the information provided in **Annex 2**. This assessment aims to identify organizational and programmatic risks and **will not impact** the evaluation scoring or partner selection.

The insights gained from this assessment **will inform the comprehensive due diligence assessment that the selected partner will undergo.**





## **Annexes**

### **Annex 1: Sub-Grant Project Document**

To be downloaded from website

### **Annex 2: Partner Information Document**

To be downloaded from website

### **Annex 2a: Budget & Financial Reporting Template**

To be downloaded from website