

PROJECT DATE	PROJECT NAME	PROJECT TYPE
June 5, 2023 (Environment Day)	Environment Day Corporate Giving Project (SAEDI Consulting (Barbados) Inc.)	Grant

SUMMARY

SAEDI Consulting Barbados Inc. is an impact consulting firm creating socio-environmental solutions to build a more sustainable, inclusive world with a focus on issues related to gender and the environment.

Engaging in Corporate Social Responsibility (CSR) initiatives benefit the organization, our stakeholders, and our partners by increasing sustainability, expanding diverse network reach, and reinforcing our public image as an organisation committed to sustainable development. External benefits include providing opportunities for local grassroots initiatives in the English-speaking Caribbean region, and promotion of social and environmental responsibility.

This proposed corporate giving initiative allows SAEDI to invest in social good and support. This mini project involves:

- Awarding grant(s) to an impact-focused organisation (or organisations) whose mission aligns with SAEDI's values e.g. eradicating Gender Based Violence (GBV); empowering vulnerable groups; contributing to the resilience of rural communities; climate resilience; and more.
- Collaborating with organisations for program implementation, or
- Offering financial support to relevant knowledge production events.

SAEDI Consulting (Barbados) Inc. has named its corporate social responsibility award after *Cynthia González Norzagaray*, a former Executive Assistant at the company who passed away in March 2023.

Cynthia was a passionate individual who devoted herself to teaching, sustainable development, and agriculture. The award is dedicated to her memory and will focus on promoting gender equality, addressing socio-economic impacts, and advocating for climate change, all to improve the lives of vulnerable groups such as women, children, marginalized communities, and at-risk youth.

PROJECT OVERVIEW

TASK	% DONE	DUE DATE	DRIVER	TEAM MEMBER RESPONSIBLE
Funding Opportunity announcement		April 28, 2023	Readiness of fliers and application form	Communications Team Members
Application review and making award decisions		May 1, 2023		Research Team Members
Notifications Implementation / Collaboration		June 5, 2023		MD Awardee / Awardee & SAEDI

BUDGET OVERVIEW

CATEGORY	ALLOCATED (ANNUALLY)	ALLOCATED	SPENT	ON TRACK?	NOTES
Gender and Climate Lobby and Advocacy – <u>The Cynthia González Norzagaray Award</u>	2,500.00				

APPLICATION DETAILS

Category

1. Gender and Climate Lobby and Advocacy

This would see a targeted focus on gender, socio-economic impacts, and climate change lobbying and advocacy to improve the lives of women, children, marginalized groups, at-risk youth, and or any other vulnerable group. The individual and/or organization's action must be feminist-informed and have at its core key gender mainstreaming whilst highlighting key linkages between gender and climate change.

This award will be dedicated to the memory of our former Executive Assistant, Cynthia González Norzagaray from Mexico. She was a dedicated teacher to her students at school in her state and supported many of the SAEDI Consulting events including our webinar series. She led our team activity in our weekly meetings and was an avid learner and enthusiast about agriculture and sustainable development.

Other criteria include:

- Must have positive outcomes or lessons learnt from lobby and advocacy
- Should process or display a clear vision or understanding of possible outcomes outlined within the vision

Eligibility Requirements

To be eligible to receive grants under the SAEDI Consulting (Barbados) Inc. Environment Day Corporate Giving Project, the applying organization must meet the following requirements:

- Registered NGO or charity
- Proven track record in the selected category (at least one year)
- Resident in a Developing Country or the Global South. This means from regions such as the Caribbean, South and Central America, Africa and North Africa, Asia and the Pacific.
- Ability to communicate in English, Spanish, French, Arabic or Portuguese. Regrettably, our team cannot review applications or communicate in other languages at this time.

Application process

Step 1: Expression of Interest (**April 11-28, 2023**)

Send us a two-page letter telling us who you are, why you are applying for this grant, and your intended impact. Based on submitted letters, FIVE (5) applicants will be short-listed and contacted within one week of the submission deadline.

Step 2: Application (May 5- 19, 2023)

Should you be short-listed based on the expression of interest, the applying organization should submit the following:

- Certificate of registration as an NGO / Charity
- Previous year's financial statements / operational budgets
- Operational Plan for allocation of received funds, including
 - Background / Purpose
 - Budgetary allocation
 - Activities
 - Implementation timeframes
 - Outputs / Benefits
 - Identified public engagement opportunities

Step 3: Interviews (May 22-29, 2023)

SAEDI Consulting (Barbados) Inc. will conduct interviews with applying organizations during the estimated time-frame outlined in the section below.

Step 4: Final Selection (May 29- June 5, 2023)

The grantee(s) will receive a Letter of Offer from SAEDI Consulting (Barbados) Inc., outlining the granted amount. The awardee must return a signed letter of acceptance to SAEDI Consulting including all related conditions for receiving the grant and reporting on its use, within three business days, along with completed relevant technical forms.

MEASUREMENT AND EVALUATION

Selection Criteria The following weighting system will be used for the selection of grantee(s):

Criteria	Weighting
Proven track record / impact in selected category	40%
Intended gender impact	20%
Strength and feasibility of Operational Plan	40%

TIMELINES

Submission of Letter of Interest	April 11-28, 2023. Deadline: April 28
Shortlisted Candidate's Submission of Application	May 5- 19, 2023
Selection Interview Period	May 22-29, 2023
Final Selection Issuance Date	June 5, 2023

Post-Award phase

Recipient

- Expend awarded funds.
- Perform proposed activities in accordance with the SAEDI application guideline.
- Submit timely programmatic progress and reports.

- Report any changes in the project or proposed activities, as appropriate.
- Submit documentation required for closeout (if applicable).

SAEDI CONSULTING (BARBADOS) INC.

- Monitor performance and ensure compliance with the terms and conditions
- Provide guidance and support to the implementation of project where necessary.

Please submit your Letter of Request to: operationsassociate@saediconsulting.com.