

**Youth Climate Challenge Grants
Call for Applications**

**Guidelines for
applicants v1.0**

August 2024

GUIDELINES FOR APPLICANTS

Important Dates

SR No.	Activities	Date/Month
1	Date of advertisement for call for applications	02 August 2024
2	Last date for receipt of queries related to submission of application	09 August 2024
3	Last date for submission of applications	18 August 2024; 23:59 SL Time
4	Date of result declaration	23 August 2024
6	Contract signing	Late August 2024
7	Start of project	September 2024
8	End of project	31 March 2025

Please fill in the application form and submit it to:

Chameera.Wickramasinghe@britishcouncil.org no later than 18 August 2024, 23:59 (SL Time).

Introduction

Under British Council's Global Youth Connect programme, British Council Sri Lanka has been implementing 'Youth Leadership for Climate Action' project from 2022, reaching out to 150 young men and women in six districts of Sri Lanka.

It provides opportunities to Sri Lankan youth to gain knowledge, skills and expand their networks for actions against climate change through small steps in their communities in a collaborative manner.

During its previous iterations 'Climate Challenge Grant' supported youth to scale up community level climate action projects through small grant funding.

This year **Youth Climate Challenge Grant** will provide an opportunity to **local youth led organisations**¹ to create impactful and sustainable outcomes that address the multifaceted challenges the society faces due to climate change. Furthermore, through engagement of youth in policy advocacy, the challenge grant will bridge the gap in representation of youth voice and involvement in local decision-making processes under those respective areas.

Project Objectives

- To support youth-led initiatives that address climate change through innovative and sustainable solutions.
- To enhance the knowledge and skills of young people in climate action and policy advocacy.
- To foster collaboration among youth, communities, and stakeholders (government and non-government).
- To amplify the voice of youth in local decision-making processes related to climate change.

Grant details

- **Available grant amount:** Up to a maximum of Sri Lankan Rupees 500,000 per organisation.
- **Available number of grants - 2**
- **Duration:** Projects must be completed within 6 months from the date of award.
- **Eligibility:** Open to youth-led organisations (individuals aged 18-35) based in Sri Lanka.

¹ Organisations decision-making positions must have young people (18–35-year-olds). These positions should not be symbolic and young people should have real decision-making power and must be leading the organisation. Furthermore, for an organisation to be youth-led most, if not all, of its members should be young people, although it is possible for some 'adults' to have a role in the organisation.

-
- To ensure value for money, the budget requested in your application should cover only costs that are essential, appropriate, and relevant to the implementation of activities.
 - The overhead cost that can be charged cannot exceed five per cent (5%) of total direct project cost.
 - The successful applicants are expected to include at least a total of Sri Lankan Rupees 100,000 as co-funding for the project.

The grant will be disbursed in three tranches.

- 1st tranche: Up on signing of the agreement - 40%
- 2nd tranche: Up on submission of interim reports – 40%
- Final tranche: Up on submission of final report after the satisfactory completion of all deliverables – Final 20% (Max.)

Funds will be disbursed directly to the applicant according to the approved final budget. Applicants may be asked to adjust their budget if their request does not fit within funding guidelines or if this is considered not appropriate by the application reviewers.

Focus areas

Proposed projects must address **one or more** of the following focus areas and must be youth led and youth engaged:

- Community- based climate adaptation: Initiatives that help communities adapt to the impacts of climate change and improve their resilience.
- Sustainable agriculture and food security: Projects that promote sustainable farming practices and ensure food security.
- Renewable energy and energy efficiency: Efforts to increase the use of renewable energy sources and improve energy efficiency.
- Waste Management and Circular Economy: Innovative solutions for waste reduction, recycling, and promoting a circular economy.
- Youth engagement in climate policy: Activities that engage youth in climate policy advocacy and decision-making processes.

Application process

1. Proposal Submission:
 - Complete the application form.
 - Submit a detailed project proposal (maximum 10 pages) including:
 - Project title

-
- Project summary
 - Objectives
 - Detailed project plan and timeline
 - Expected outcomes and impact
 - Project sustainability beyond the funding phase
 - Budget breakdown
 - Team composition and roles
 - Monitoring and evaluation plan

2. Supporting Documents:

- Proof of organisation's registration as a non-profit organisation.
- Proof of being a youth led organisation (Over 50% of board members or executive leadership positions are youth – 18-35 years, over 50% of staff/volunteers are youth, track of past youth led/youth engagement projects, projects that benefitted youth).
- Resumes/CVs of key team members.
- Letters of support from community partners or stakeholders (if applicable).

Eligibility checks will be applied to all applications after the call for applications closes. Those who are not eligible will be rejected during these checks.

3. Deadline: All applications must be submitted by **18 August 2024; 23:59 SL Time.**

4. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- Relevance and innovativeness of the project.
- Youth leadership in planning and delivery.
- Feasibility and sustainability of the proposed activities.
- Potential impact and scalability of the project.
- Involvement and empowerment of local communities.
- Capacity and experience of the project team.
- Clarity and coherence of the proposal.

5. Selection Process

- Initial screening of proposals for completeness and eligibility.

-
- Detailed evaluation by a British Council panel of experts in climate action and youth development.
 - Shortlisted candidates may be invited for an interview or presentation.
 - Final selection and announcement of grant recipients by 23 August 2024.

6. Reporting and Accountability

- Grant recipients are required to submit periodic progress reports and a final report upon project completion.
- Financial accountability through detailed expenditure reports.
- Take part in project orientation session organised by the British Council.
- Participation in monitoring and evaluation activities conducted by the British Council.

7. Contact Information

For more information or any inquiries, please contact:

Email: chameera.wickramasinghe@britishcouncil.org

Phone: +94 76 912 9807

Your application should also be submitted to the above email address.

- 8. We encourage all eligible youth-led organisations to take advantage of this opportunity to make a significant impact on climate action in Sri Lanka. Together, let us build a more sustainable and resilient future.

Equality, Diversity and Inclusion

The British Council is committed to equal opportunities and diversity in all our activities. This includes avoiding bias due to gender, disability, racial or ethnic origin, sexual orientation, or religious belief.

The applicant is encouraged to work towards as equal a gender balance as possible and promote diversity. They must ensure that no one is excluded from participation based on ethnicity, gender, religious belief, sexual orientation, or disability.

The British Council reserves the right to reject the application if no consideration has been given to equality, diversity and inclusion or if the proposal is assessed to negatively impact equality.

Please contact us for further information on the British Council's approach, and you could also see our Equality Policy at: www.britishcouncil.org/organisation/transparency/policies/equality-diversity-inclusion.

Data protection

How we use your information:

The British Council will use the information that you provide to process your application, make any awards, monitoring and review of any grants. The legal basis for processing your information is in agreement with our terms and conditions of the contract.

We may share data with the agencies responsible for monitoring and evaluation as and when an agency is procured or contracted.

The British Council complies with the General Data Protection Regulations 2016/679 (GDPR). We process and handle personal information according to these regulations. The personal information that you provide on this form will only be used to process your application. The information will be viewed by the British Council staff and those who are a part of the decision-making process.

Your information will not be used/shared beyond any partners listed above for any other purpose without your specific consent. The British Council reserves the right to publish and share anonymised aggregated information with the stakeholders' organisation details, where collected, are used for monitoring and evaluation and statistical purposes. Gender information and country of origin, where collected, are used solely for statistical purposes. If we need to contact you, we will do so using the contact details you have provided under the UK Data Protection law, you have the right to ask for a copy of the information we hold on you and the right to ask us to correct any inaccuracies in that information.

If you want more information about this, please contact your local British Council office or the Data Protection Team at: inforgovernance@britishcouncil.org

Or see our website: www.britishcouncil.org/privacy-cookies/data-protection.

We will keep your information for a period of seven years after the project.

Applicant screening

In order to comply with UK government legislation, the British Council may at any point during the application process, carry out searches of relevant third-party screening databases to ensure that neither the applicant nor any of the applicant's employees, partners, directors, shareholders is listed:

- as being wanted by Interpol or any national law enforcement body in connection with crime.
- as being subject to regulatory action by a national or international enforcement body.
- as being subject to export, trade, or procurement controls or (in the case of an individual) as being disqualified from being a company director.

-
- and/or as being a heightened risk individual or organisation, or (in the case of an individual) a politically exposed person.
 - If the applicant or any other party is listed in a Screening Database for any of the reasons set out above, the British Council will assess the applicant as ineligible to apply for this grant call.

The applicant must provide the British Council with all information reasonably requested by the British Council to complete the screening searches. Please read the text to this effect on the application form and tick the box to show that you understand this.

APPENDIX 1: ELIGIBILITY CRITERIA CHECKLIST

Eligibility criteria checklist	Yes/No
The application has been submitted by the applicant by the published deadline.	
Applicant is a registered non-profit organisation.	
It is a youth-led organisation.	
Has a Sri Lanka-based bank account that requires two signatures.	
The applicant has submitted only one application in this round.	

All the above criteria must have a 'Yes' as answers, to be eligible.

APPENDIX 2: QUALITY REVIEW SCORING SYSTEM

Quality Review Criteria	Weightage
Relevance and innovativeness of the project.	20
Youth leadership in planning and delivery.	20
Involvement and empowerment of local communities.	20
Past track in similar projects.	10
Feasibility and sustainability of the proposed activities.	10
Potential impact and scalability of the project.	10
Capacity and experience of the project team.	10