

## ANNEX A MODIFIED VERSION GRANT APPLICATION TEMPLATE

### A.1. General Instructions

Agriculture and Rural Empowerment (ARE) Activity will assist applicants in understanding the application process, answer questions from applicants, and may provide coaching in application development at the request of applicants. Annex B includes a detailed budget format that must be completed and submitted with your application. Annex C, Implementation Plan Timeline, should also be completed at the time of submission of the grant application. This application may not exceed 20 pages in length. Pages exceeding 20 will not be reviewed (*does not include Annex C, Implementation Plan Timeline or Annex B, Detailed Grant Budget*).

### Section A.2. Grant Application Form

The application must be signed by an authorized agent of the Applicant.

This application is in response to RFA No.007

### Section I. Basic Information

1. Organization name:
2. Date organization was founded and registration status:
3. Contact information:

Key contact person(s) and title:	
Office address:	Office phone:
Mobile:	
Email:	Website:

4. Organizational Structure – List board members (or founding members if you do not have a formal board of directors) and key staff (president, directors, treasurer, etc.). If available, please attach an organizational chart.
5. Briefly describe the organization, its purpose, and past related experience:
6. List contact information for three (3) references from previous donors or organizations (U.S. and other) that your organization has collaborated with in the last two years:

Donor Agency or Organization	Nature of Relationship or Title of Project, Location	Start & End Dates of Collaboration	Contact Person
			Name & Position: Email: Tel:
			Name & Position: Email: Tel:
			Name & Position:

		Email:
		Tel:

7. Have any of the key personnel or leadership of this NGO been terminated or resigned in lieu of termination for any misconduct, including fraud or sexual harassment? If yes, please list name and title.

## Section II. Program Description

8. Title of the proposed grant activity: **“Agricultural Productivity Improvements to Strengthen Food Security in Lebanon”**
9. Background: What is the issue or problem that the activity will address? Why is it critical to address this issue?

The economic crisis and the subsequent lira devaluation have taken a drastic toll on food security and agricultural livelihoods in Lebanon. Input costs for basic production supplies such as seeds, fertilizers, pesticides, and plastic sheeting imported from abroad have skyrocketed.

Unable to afford paying upfront for inputs, farmers are not maintaining or repairing their productive agricultural infrastructure, consequentially resulting in less planted area, lower crop yields, decreasing incomes and higher food prices. This is compounded by farmer’s inability to purchase high-quality seeds, resulting in either forgone planting seasons, or use of lower quality seeds resulting in poor yields. In fact, key informants interviewed during ARE’s value chain prioritization assessment reported that greenhouse vegetable production along the coast decreased by 40%, as farmers were unable to pay cash for inputs and credit was unavailable.

The urgency of addressing rising food prices, stagnant and/or falling incomes is more apparent now, as the government of Lebanon begins the transition away from subsidizing fuel. For example, pumping costs for irrigation are projected to make up 33% of cost of growing vegetables in tunnel greenhouses compared to 20% at the 8000 LBP subsidy rate<sup>1</sup>. Taken with coming increases in transportation costs, this will result in a sharp rise in prices of fresh and processed crops. Unfortunately, not only are farmer livelihoods at risk, the higher cost or lack of production puts a significant portion of the population at risk of food insecurity.

10. Objective of the proposed grant activity: **ARE’s intervention objectives are to raise farmer incomes and stabilize prices for locally produced food by improving production yields per square meter and production costs.**

### Activity Narrative

11. Based on the **Partner Roles section and Intervention Objectives** in the RFA, how will you implement the main tasks indicating the support package(s) that you propose to provide (eg. Greenhouse modifications, seeds, seedling). What is your approach to ensure to meet the grant objective, the expected results to be achieved, and how the tasks are linked to the grant objective? Describe any relevant material assumptions including **Seasonality** and/or conditions or precedent required for the

achievement of the grant objective. Include a timeline for the implementation per proposed support package. This activity detail should keep in mind the merit review criteria contained in the solicitation

**Detail your proposed approach to the activity by answering the below questions in detail.**

**Base your approach on an activity supporting at least 160 farmers with the following breakdown; 60 modified Tunnel Greenhouses, 100 greenhouses with new plastic sheeting, drip irrigation, and/or ventilation fans. All 160 farmers would receive improved seeds and seedlings.**

**ARE reserves the right to award and allocate more/less farmers based on our technical determination of the Applicant resources and approach.**

**Applicant Technical Resources including manufacturing and/or assembly facilities, technical employees, production expertise, extension services**

12. Describe your current facilities, facility/office location(s), growing, manufacturing and assembly capabilities for all applicable support products mentioned in the RFA. Include growing, manufacturing, installation or modification capacity per week/month/season depending on product type eg. greenhouses, drip irrigation, seedlings.
13. Describe your technical employees that will contribute to the activity. Please segregate them by region and employee type

Technical Employee Type	Number of Employees	Region/Caza South/Saida	eg.

14. Describe your input supplier and contractor relationships including annual purchases/installations for greenhouses, greenhouse plastic sheeting, plastic mulch, drip irrigation, greenhouse ventilation fans, hybrid seeds and improved seeds
15. Describe the current technical assistance/extension services to farmers? List and describe the type of technical assistance and extension services that you provide and whether you intend to provide them under this intervention, or whether you will deviate from this approach. If so, describe the deviation. Please include the timeline for the Technical Assistance.
16. Describe the type of seeds you provide including crop, variety, type (hybrid or other), producers/seed company, country of origin, germination rate, test date, production date, seed treatment type (fungicide) and seeds per g or kg? Which crops and varieties would you recommend for this activity? Why? For those recommended, indicate your average quantity sold in 2019, 2020 and 2021.
17. Describe the proposed farmers participants and/or beneficiaries, and your method for identifying or selecting participants and beneficiaries. Specify number of greenhouses per farmer (number and average in square meters), production type, location (village/town, caza). Suggest any additions or modifications to the draft selection criteria in the RFA.

**Organizational Experience including farmer network and geographic breadth**

- 18. Describe how many farmers you currently work with, grouping them by size depending on number of greenhouses or area planted (S, M, L), production type (Greenhouse, Open-field production), Region/Caza?
- 19. How do you monitor and store production information for your current farmers? What kind of production data do you collect?
- 20. Briefly describe your experience in implementing the support packages that you're proposing to implement? In which regions/cazas have you implemented each proposed package including any technical assistance including number of farmers each?

**C. Management and Programmatic Capacity, including sustainability and additionality of intervention.**

- 21. List the staff that will be directly responsible for implementing this project including the designated point of contact. Please include Name, position, role, years of experience and geographic responsibility, if applicable. CVs & salary history forms will be required for all project personnel.
- 22. What is your approach to ensuring sustainability of the intervention?
- 23. Keeping in mind that ARE will not subsidize 100% of the support package cost, describe any special financing approaches that you may undertake to improve or support farmer investments into improved their production and/or infrastructure. Based on your experience and understanding of the current environment in Lebanon, what level of subsidy (%) do you think would be appropriate for ARE to provide under this intervention (100% is not an acceptable answer). Please detail the proposed subsidy percentage for each support item

**D. Gender and Youth**

- 24. What are your approaches for increasing female and youth participation in the activity? Describe how they can benefit?

**Section III. Implementation Plan**

**Delivery Time and Speed of Implementation**

25. Anticipated duration of the grant activity:

Overall length (total number of months)	18- 24 months
Start and end date (day, month, and year)	

- 26. All **implementation plans must be supported by Annex C** that lists all identified tasks affiliated with the proposed support package over the duration of the activity. Highlight any seasonality issues.
- 27. Location(s) of the activity (add rows as needed).

#	District	Caza	Governorate
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1			
2			
3			
4			
5			

28. List personnel who will be involved in implementing this project. CVs & salary history forms are required for all project personnel.

#### **Section IV. Cost**

##### **Cost Effectiveness and Resource Contribution.**

- 29. As stated above, ARE will not cover the entire support package with the remainder covered by farmers. ARE will set the support percentage after the RFA. We anticipate covering at least 70% of the cost or a specific budget ceiling to be determined after reviewing the applications received.**

ARE will review the above technical and financial proposals and will calculate the price per m2 per specific upgrade. The accepted applicant with the lowest price offered that meets the minimum quality standards will be the based against the ARE subsidy which will be applied for ALL accepted applicants.

*Note:* All applications must be supported by the attached Annex 1 – Minimum Requirements and Pricing and Annex B, Detailed Grant Budget.

30. Cost in local currency or USD per the attached budget:

Item Description	Quantity	Unit Price	Total Price	Bulk Pricing Discounts in %		
				≥10	≥50	≥100
<b>Breakdown cost per support package as per Annex 1</b>						
Greenhouse Modifications	1					
Plastic Sheeting	1					
Hybrid Seeds	1					
Seedlings	1					
Ventilation Fans	2					
Drip Irrigation	1					
<b>Include technical assistance and any other costs within the support package line item as described in Q.15</b>						
<b>In-kind (i.e. donated goods or services) or other contribution from organization:</b>						
List in-kind contribution that partner will provide. Add rows as needed.						
<b>Total Estimated Grant Activity Cost:</b>						

31. List any major donor-funded activities (U.S. and other) that your organization has managed in the last two years, currently receives, or expects to receive within the duration of the grant activity. Add additional lines if necessary:

Donor Agency	Title of Project, Location, & Start & End Dates	Total Funding (In local currency)	Donor Contact Person
			Name: Email: Tel:
			Name: Email: Tel:
			Name: Email: Tel:

By affixing my signature below, I certify that to the best of my knowledge, the information provided in this application is accurate and correct:

Submitted by (name and title): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>FOR PROJECT USE ONLY</b>	
Date received _____	Grant Reference No. _____
<p>The undersigned hereby certifies that: (a) the prospective grantee has received an official delivery receipt for its <i>Grant Application</i>, (b) a copy of that receipt has been filed, (c) a reference number has been assigned, and (d) a grant application file has been opened. In addition, the prospective grantee has been advised as to the review and appraisal process, and its primary project point of contact.</p>	
Operations and Grants Director _____	Date _____

## ANNEX C: Implementation Plan Timeline

### Implementation Plan

<b>Task</b> <i>List each task                      Please be as specific                      as possible. Use                      additional pages if                      necessary</i>	<b>Target Audience</b> <i>Who is the                      audience targeted                      for the task</i>	<b>Grant Resources                      Required and                      Detailed                      Explanation of                      Use</b>	<b>Non- Grant Resources                      Required (Grantee or Third Party                      Contribution) and Detailed                      Explanation of Use</b>	<b>XX Month Timeline</b> <i>Place an X in the appropriate box to indicate the first and last                      month of the task, with approximate start and end dates (add                      month if necessary)</i>												<b>Person (s) Responsible</b> <i>Who is responsible for overseeing                      and implementing the task</i>	<b>Evaluation Indicators and                      Milestones</b> <i>How will you measure the                      success of the task?</i>			
				1	2	3	4	5	6	7	8	9	10	11	12					



**Grant Application Addendum ( 3 pages MAX)**  
**(For applicants applying for support to seedling production)**

1. *Briefly describe your seedling production business. How do you take orders and what is the delivery time? Include your assets, maximum production capacity and peak production months.*
2. *What are the main crops that you sell as non-grafted and grafted? Provide estimated production numbers for crops and regions that your sell the crop to.*
3. *Briefly describe the innovative solution that is being proposed? Why should it be supported? List expected changes to your seedling business. List proposed costs and specifications for the solution.*
4. *Please fill the below table on production numbers:*

<i>Year</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>Crops</i>
<b>Capacity</b>					
<i>Grafted Seedlings Annual Capacity-Facility</i>					
<i>Non-grafted Seedlings Annual Capacity - Facility</i>					
<b>Production</b>					
<i>Grafted Seedlings Produced</i>					
<i>Non-grafted Seedlings Produced</i>					
<b>Production Costs</b>					
<i>Grafted Seedling Production Cost (not including seeds/per 1000)</i>					
<i>Non-Grafted Seedling Cost (not including seeds/per 1000)</i>					
<b>Sales Price</b>					
<i>Grafted Seedling Sales Price (not including seeds/per 1000)</i>					
<i>Non-Grafted Seedling Sales Price (not including seeds/per 1000)</i>					

5. *Describe the expected results of the proposed innovative solution. Be sure to include the expected benefit to farmers and to the nursery. Include any proposed decreases in cost of production or sales price*
  
6. *If the decrease to cost of production is realized, what is your approach to improving farmers ability to purchase more seedlings compared to 2021.*