



**Environmental Investment Fund
of Namibia** | securing our future

CALL FOR GRANTS PROPOSALS UNDER THE ENVIRONMENTAL INVESTMENT FUND OF NAMIBIA INSTITUTIONAL GRANTS FACILITY

APPLICATION GUIDELINES

CALL DURATION:

30th June – 30th July 2025

The cover letter of the application is the first page of your application. It should be filled out so that EIF has your full contact information. Kindly note that the cover letter should not exceed one page and that it must be submitted alongside the proposal.

Dear Applicant

We are glad that you are interested in accessing grant funding through the Environmental Investment Fund of Namibia, EIF Grants Facility.

The following are key guidelines that will assist you during the grants' application process:

1. Eligibility

Please be informed that Individuals, Non-Community Based Organisations (Non-CBOs), Women's Groups, Youth Groups, Small Medium Enterprises (SMEs), Non-Profit Organisations (NPOs) and People living with Disabilities are eligible to access funding for proposals under the EIF Grant Facility.

2. Non-Eligibility

Please be informed that Community Based Organisations (CBOs), Conservancies, Community Forests, Commercial Farms & Commercial Farmers, Farmer's Organisations, Associations & Cooperatives, Water Point Associations & Committees, Individuals and Groups previously supported by EIF, EIF Staff, Government (National, Regional & Local), Government Staff, State Owned Enterprises (SOEs), Private Sector, Limited (LTDs) and Proprietary (PTY) Ltd, Researchers & Researching Institutions (Gobabeb Namib Research Institute, DRFN, MRC, SANUMARC, EEI, NBRI, NCRST, etc), Academia (UNAM, NUST, IUM, LINGUA, NAMCOL, etc), Vocational Training Institutes (VTC, NTA, NIMT, COSDEC, TVET,DAPP Vocation Training School, etc) and Capacity Building Institutes are not eligible to access funding for proposals under the EIF Grants facility.

3. Application Form

The grant application form is accessible:

- 3.1. on the EIF website (www.eif.org.na);
- 3.2. or can be obtained at the Environmental Investment Fund of Namibia Head Office in Windhoek;
or
- 3.3. at the various Regional Council Offices;
- 3.4. Or by emailing grants@eif.org.na or by calling 061 – 4317741.

Kindly ensure that all the sectors are completed! Incomplete applications/proposals and those not on the EIF Institutional Grants Facility template will not be considered.

4. Key criteria for funding under the EIF Grant Facility

4.1. Investment Themes

Funding under the grant facility will only be made for the following investment themes:

- Sustainable Natural Resource Management & Utilisation.
- Sustainable Tourism SMEs.
- Nature-based Enterprises & Natural Resource Value Addition.
- Green Technologies, Low Carbon Development, Renewable Energy & Energy Efficiency Initiatives.
- Sustainable Agriculture / Climate Smart Agriculture.
- Solid Waste Management & Recycling, including SMEs.

The grants facility is aimed at funding initiatives in the following eligible focus areas: **Climate Change, Biodiversity Loss, Land Degradation, Green Enterprises and Waste Management.**

Individuals, Non-Community Based Organisations (Non-CBOs), Women's Groups, Youth Groups, Small Medium Enterprises (SMEs), Non-Profit Organisations (NPOs) and People living with Disabilities' proposals under the EIF Institutional Grants Facility may only apply under one of the six (6) investment themes.

4.2. Grant sizes and duration

Funding ceiling for grant size allocations will range between **N\$ 50,000.00 – N\$ 150,000.00 (Namibian Dollars)**.

**Grants awarded must be fully utilized and projects successfully implemented within an eight (8) month cycle from the date of award.*

4.3. Transformational shift of the project

- How well the project tackles current unsustainable practices and moves towards more sustainable and resilient development.
- How innovative or different the project is compared to typical approaches.
- The potential for the project to be expanded or repeated in other areas in a cost-effective way, if it succeeds.
- The opportunity the project provides for learning and sharing useful knowledge.
- The potential for the project's results to be maintained once funding has ceased.

4.4 Sustainable Level Development Impact

- **Environmental Impact/Benefit:** Potential to create additional environmental benefits beyond climate impact, such as improved biodiversity, better soil and air quality, or enhanced conservation efforts, etc.
- **Social Impact/Benefit:** Potential to generate additional social benefits, such as improved health and safety, better access to education, and the preservation of cultural heritage. for positive externalities in areas such as health and safety, access to education, cultural preservation etc.
- **Economic Impact/Benefit:** Potential to create positive economic impacts, such as more and better job opportunities, reduced poverty, stronger income-generating capacity in key sectors, increased agricultural productivity, and improved energy and water supply security, etc.
- **Gender-Sensitive Impact/Development:** The degree to which the project addresses prevailing gender inequalities in general and with regards to climate change vulnerability and risks.

4.5 Environmental and Safeguards

Completion of the environmental and social safeguard checklist (ESS) is compulsory. Please ensure to complete Environmental and Social Safeguard checklist and rating which is an Annexure to the application form. This will assist us in determining if your grant proposal falls within risk Category C. This category caters for projects that do not cause irreversible negative impacts on the environment and communities. **They hence do not require an environmental and social assessment!**

Also note, EIF does not finance project that displace communities in any manner.

5. Submission of applications

Grant proposals should be submitted as below stated:

- **Option 1: Submission by hand (in hard copy)**

Hard copy submissions to the EIF Grants Facility should be delivered in a sealed envelope and addressed to:

Environmental Investment Fund of Namibia
EIF Institutional Grants Facility
Heinitzburg Heights
c/o Heinitzburg and Dr. Theo-Ben Gurirab Streets, Windhoek

Kindly ensure that you have entered your submission in the application register and have received the acknowledge receipt from the EIF Grants Facility as reference.

Option 2: Submission via Post

Hard copies submission to the EIF Grants Facility should be done in a sealed envelope and addressed:

Environmental Investment Fund of Namibia
EIF Grants Facility
P.O. Box 28157, Auas Valley
Windhoek

6. Support to the Applicants with the development of proposals

It is important to note that the grants facility does not make provision for seed grants to assist with the development of project proposals under the EIF Project grant facility.

7. Evaluation of applications

Applications received will be evaluated in line with the existing EIF Institutional Grants Facility manual. As proposals are approved on a competitive basis, the EIF Grants manual, establishes a system where screening and assessment takes place at various levels. The applications process will have an overall turnaround time frame of **a maximum of 90 days**.

8. Duration of call for proposals

All grant proposals should reach the EIF office not later than the **30th of July 2025 at 17:00**.

**No late submissions will be considered.*

9. Deadline

The EIF Grants Facility call for grants proposals will be running for a period of 30 days or one (1) Calendar month between the **30th of June to 30th of July 2025**.

10. Contacts

For any further queries, kindly do not hesitate to contact the EIF Grants Officer by calling Mr. McNeill C. Shaningwa at 061 – 431 7741 or by e-mailing grants@eif.org.na

NOTE: Please ensure to submit your complete application on time.
