



Ramsar Regional Center – East Asia Wetland Fund 2022 Guidelines

We call on potential grantees– those who wish to contribute towards the conservation and wise use of wetlands –to submit applications according to the following guidelines

Summary of the RRC-EA Wetland Fund 2022 Guidelines

Target countries:	East, Southeast, and South Asia: Bangladesh, Bhutan, Cambodia, China, India, Indonesia, Japan, Republic of Korea, Lao PDR, Malaysia, Mongolia, Nepal, Philippines, Sri Lanka, Thailand, and Viet Nam
Thematic areas:	1 – Wetland Conservation and Wise Use to support the implementation of the 4th Ramsar Strategic Plan 2016-2024 2 – Celebration of World Wetlands Day
Project duration:	up to 12 months (one year)
Potential applicants:	A team of members based in target countries from diversified backgrounds (practitioners, policy makers, researchers, local community leaders, media, NGOs, etc.) endorsed by the concerned Head of Ramsar Administrative Authority or Ramsar National Focal Point
Grant amount (maximum per project):	Thematic area 1: USD 10,000 or maximum of KRW 12,500,000 (up to 4 projects) Thematic area 2: USD 5,000 or maximum of KRW 6,250,000 (up to 3 projects)
Applications:	by e-mail
Deadline for application:	4 December 2021

Background

The Ramsar Regional Center – East Asia (RRC-EA) was established in 2009 to promote the implementation of the Ramsar Convention by providing opportunities for awareness raising, information sharing, networking and funding. Its regular Grant Program is the RRC-EA Wetland Fund.

The RRC-EA Wetland Fund began in 2009 and has already supported 66 wetland conservation projects (as of October 2021). It supports four (4) projects per year with a budget of USD 10,000 per project (but not exceeding KRW 12,500,000) for measures that promote wetland conservation and wise use in support of the implementation of the 4th Ramsar Strategic Plan 2016-2024. The RRC-EA Wetland Fund also provides financial assistance for three (3) projects per year, in line with the celebration of World Wetlands Day (WWD), with budget amounting to USD 5,000 per project (but not exceeding KRW 6,250,000).

This Grant Program provides complementary support to planned and ongoing national Ramsar initiatives as a contribution of participating Contracting Parties to the implementation of the Ramsar Convention.

Thematic areas

Two (2) thematic areas constitute the RRC-EA Wetland Fund 2022.

Thematic area 1:

Conservation and wise use of wetlands to support the implementation of the 4th Ramsar Strategic Plan 2016-2024

- support to national or sub-national processes on wetland conservation and wise use, including policy development
- implementation of activities that support the preparation or updating of Ramsar Information Sheets
- socio-economic and ecological studies to determine possible expansion of Ramsar Site boundaries
- wetland site/ecological assessments and research studies that will support the development and updating of wetland management plans, designation of new Ramsar Sites, and the establishment of transboundary Ramsar Sites
- completion and dissemination of national wetland inventories
- mapping of wetlands for restoration measures
- support to processes for the development and implementation of wetland restoration plans as aligned with wetland management plans
- support to processes for the development or revision of national wetland CEPA action plans or programs
- measures to control invasive alien species
- joint development and implementation of activities with the private sector
- provision of capacity building support for Ramsar Site Managers and wetland managers
- establishment of national or local networks of Ramsar Sites and wetlands
- assessment of wetland ecosystem services/values and management effectiveness of Ramsar sites
- support to national processes to facilitate country accession to the Ramsar Convention

Thematic area 2:

Celebration of World Wetlands Day 2022

- any type of WWD celebration activity
- preference is given to activities that reach out to other wetland stakeholders who are not normally involved in affairs related to the Ramsar Convention

Technical guidelines

Target countries

The Target Countries of this program are 16 Ramsar Contracting Parties in East, Southeast, and South Asia, namely: Bangladesh, Bhutan, Cambodia, China, India, Indonesia, Japan, Republic of Korea, Lao PDR, Malaysia, Mongolia, Nepal, Philippines, Sri Lanka, Thailand, and Viet Nam.

Project duration

The duration of projects is limited to one (1) year.

Maximum amount of funding

Number of projects supported annually per thematic area	Maximum amount of funding per project
4 projects for Thematic Area 1	USD 10,000 (KRW 12,500,000)
3 projects for Thematic Area 2	USD 5,000 (KRW 6,250,000)

Budget

Project proposals must consider the following eligible and ineligible costs:

Eligible costs

- Travel
- Communication (e.g. telephone, courier service)
- Meeting (e.g. hotel accommodation, snacks and meals, equipment rental, function room)
- Production of output materials (e.g. editing and printing, video production, website development)
- Personnel (must not exceed 20% of total budget)

Ineligible costs

- Personal benefits (including scholarship / fellowship)
- Personnel costs exceeding 20% of total budget
- Purchase of equipment and vehicle
- Overhead and other forms of indirect costs
- All costs for activities that are not included in the approved project proposal
- All project costs that are not in conformity with these guidelines

Submitting applications

The RRC-EA will circulate the call for proposals through the Ramsar National Focal Points. Applicants may also download relevant documents via the RRC-EA website. Submission of project proposals should be accompanied by an official endorsement from the concerned Head of Ramsar Administrative Authority or Ramsar National Focal Point.

Applicant

Eligibility

Applicants must:

- be experienced in any of the thematic areas
- have established linkages or networks with various wetland stakeholders (practitioners, researchers, policy makers, local communities) involved in any of the thematic areas
- have the capacity to encourage active stakeholder participation
- possess strong management and communication skills

Responsibility

- Must read these guidelines thoroughly and follow each instruction
- Must submit application requirements, with official endorsement from the concerned Head of Ramsar Administrative Authority or Ramsar National Focal Point, before the deadline
- Must respond timely to inquiries from the RRC-EA during the selection process
- Must be flexible on technical and monetary suggestions, and requests from the RRC-EA to modify submitted application requirements, if and when necessary

Selection

The RRC-EA Advisory Committee will review and assign scores to shortlisted proposals. In view of the COVID-19 pandemic, priority will be given to proposals that demonstrate alternative approaches to project implementation.

The highest-ranking proposals shall be selected and approved by the RRC-EA Steering Committee. Applicants will be informed of the selection results.

Grantee's responsibility

Coordination with the RRC-EA

Grantees are expected to closely coordinate with the RRC-EA for the benefit of managing their projects properly.

Exchanging formal grant document

Upon approval of the RRC-EA Steering Committee, the RRC-EA will send a copy of the grant contract with terms and conditions to successful applicants. Grantees are expected to return the contract with their signatures immediately afterwards. If not returned, the RRC-EA will defer the release of the first tranche of the grant amount.

Progress report

It is imperative for the grantees to submit progress reports, following a prescribed format that includes both technical and financial information, by the agreed deadlines. The acceptance of progress reports is a condition for the next funds transfer.

Final report

It is also mandatory for the grantees to submit final reports in accordance with agreed deadlines and with prescribed format.

Privacy notice

The information found in the application documents as well as pertinent information available in any form will be used solely by the RRC-EA for project selection and relevant administrative activities. Such information will not be used for any other purpose without the applicant's consent, except in cases provided for by law.

Copyright

All copyright of products as an output of a project belongs to the grantee. However, the RRC-EA may quote the report or a part of the report for use in its own publications and other products with prior written consent of the grantee.

Contact details

Application documents must be submitted via e-mail: rrceawf@gmail.com. Formal communications should be addressed to:

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Attention: Mr. Norman Emmanuel C. Ramirez

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