



Writing successful funding applications to SeyCCAT: a step-by-step guide to the Blue Grants Fund (BGF)

This guide is designed to help applicants understand the process to access the SeyCCAT BGF. BGF projects are designed and delivered by a range of partners through either:

- **Small-medium grants** up to SCR 100,000. These grants will be awarded on the basis of an approved concept note. The maximum duration of grant awards is 12 months for a small-medium grant.
- **Large grants** between SCR 100,000 and SCR 1,000,000. These grants will be short-listed on the basis of the concept note (stage 1), and then awarded on the basis of a full proposal (stage 2). The maximum duration of grant awards is 24 months for a large grant.

Each BGF Request for Proposals (RFP) focuses on one or more of our five strategic objectives (projects that do not align will not be considered). In addition, we seek projects that demonstrate alignment with one or more of our four cross cutting themes.

Each RFP makes explicit the nature of the strategic objectives that SeyCCAT is seeking to fund. SeyCCAT encourages creative collaborations and project partnerships.

The application process consists of the following steps:

Small-medium grants



Stage 1: Concept

Large grants



Stage 1: Concept

+ Stage 2: Proposal

- "Blue Grants Fund" Request for Proposals (RFPs) is advertised.
 - Applicants develop project proposals and complete application forms (1st stage concept, or 2nd stage full proposal) that align to the BGF strategic priorities.
 - Grants committee reviews proposals against screening criteria (including social and environmental safeguards) and make recommendations to SeyCCAT Board of Directors.
 - Review and approval of recommended projects by the SeyCCAT Board of Directors.
 - Applicants informed of the outcome of their project proposals.
- Note: if a large project concept note was submitted, applicants return to stage B to develop the full stage-2 project proposal for review and approval by the grants committee and Board. For large grants, a project preparation grant could be available.
- Successful applicants enter into a project agreement with SeyCCAT, with funds released in tranches for project implementation.
 - Grantees provide interim technical and financial reports to SeyCCAT to release subsequent tranches of funds.