



## Danube Regional Project

### National Grants - Second Round

*Call for Danube Basin-related NGO National Environmental Projects*

The Regional Environmental Center for Central and Eastern Europe (REC), on behalf of the UNDP/GEF Danube Regional Project (DRP), hereby announces the second call for proposals to support non-governmental organisation (NGO) projects related to the reduction of Danube River basin nutrient and toxic chemicals pollution at the national level.

The total value of grants is **USD X (insert your country’s amount from grants distribution table)**. Individual national grants range from USD 5,000 to USD 10,000, for a project period of 12 months. In exceptional cases (i.e. proposals that involve more than three NGOs, require some form of construction or involve extended networking), the amount can exceed this limit by 50 percent (i.e. up to a maximum USD 15,000).

Country	Second round of national grants Amount in USD
Bosnia and Herzegovina	50,000
Bulgaria	40,000
Croatia	50,000
Czech Republic	40,000
Hungary	50,000
Romania	50,000
Slovakia	50,000
Slovenia	40,000
Serbia and Montenegro	50,000
Moldova	40,000
<b>Totals</b>	<b>USD 460,000</b>

**The deadline for submitting concept papers is September 2005.** The NGOs of selected concept papers will then be assisted with training in **October 2005** to prepare full project proposals. The full proposals will be evaluated in **December 2005**. The awarded projects should be implemented by NGOs from January 2006 – January 2007.

## BACKGROUND

### The Danube Basin and its Environmental Problems

The Danube is Europe's second-longest river, extending 2,780 kilometres from its source in Germany to its delta at the Black Sea. The river forms a political boundary for 10 countries with vastly different political, economic and historical backgrounds. It is also a cultural and romantic symbol of central Europe's rich past and hopes for future integration.

The Danube's drainage basin is extremely large and diverse. It hosts very different ecosystems, including various wetlands of European importance (e.g. karst caves, alpine and steppe lakes, floodplain forests, the Danube delta). With more than 80 million people living in its vicinity, the Danube basin is the most international in the world. Countless tributaries drain into the Danube, including the Inn, the Morava, the Tisza, the Sava, and the Prut rivers.

Pollution remains a serious problem in the Danube region. The volume of nutrients — mainly from agricultural fertilizers and manure, and urban household sewage — entering the Danube basin waters is very high. Nutrient pollution is the contamination of surface and groundwater bodies by excessive inputs of nutrients. Although the natural input of nutrients is a prerequisite for the growth of organisms (i.e. the natural food chain), while river floodplains can cope with even large amounts of nutrients, pollution is typically caused by human activities and includes point sources such as municipal sewage treatment plants and industry emissions (e.g. foods), while non-point sources refer to the spraying of commercial fertilisers and animal waste on agricultural land, from where it infiltrates groundwater or drains with rain water into creeks, lakes and rivers. Hazardous substances often cause water pollution. The term “hazardous” means substances that have toxic, carcinogenic, mutagenic, and teratogenic or bio-accumulative effects, in particular those that decompose slowly or are persistent and have a significant adverse impact on living organisms. Heavy metals such as copper, iron, manganese, cobalt, zinc, cadmium, mercury, nickel, lead, etc., are toxic substances (mainly from the mining and metal industries), which tend to accumulate in the food chain and represent a big risk to aquatic and human life. Numerous other hazardous compounds that cause toxic and/or chronic pollution are of an organic nature and stem from the chemical, pharmaceutical and paper industries.

This pollution has placed local drinking water sources as well as the Black Sea in a serious condition. The situation is made worse by industrial incidents that spill or flush toxics directly into watercourses.

The August 2002 floods that raged through Central Europe and the Danube basin are evidence of other environmental problems. They were partly the result of past economic development decisions that led to deforestation and the destruction of natural floodplains in the Danube basin. Global warming also played a role. This degradation of the natural flood retention capacities also reduces the natural self-purification capacities for the uptake of nutrients e.g. in floodplains.

Preserving habitat for the rich and diverse natural species living in the basin is also a constant struggle. Some 80 percent of the Danube's wetlands and floodplains have been lost since the end of the 19th century, threatening the habitats of pelicans in the Danube delta, sturgeon in the lower Danube, beavers in the upper Danube, as well as the habitats of countless other species.

In 1998, the Danube River Protection Convention (DRPC) came into force after ratification by eight Danube states and the European Commission (EC). The International Commission for the Protection of the Danube River (ICPDR) was created to coordinate the implementation of the convention. Since its creation, the ICPDR has been effective in finding consensus among basin countries on priorities and strategies for improving the Danube and implementing the DRPC. Successes include the improvement of tools to manage the basin, such as the Accident Emergency Warning System, the Trans-National Monitoring Network for

water quality and the information system for the Danube (DANUBIS). In effect, the commission has done much to promote trans-boundary cooperation among numerous countries in a highly complex European region.

The objectives of the ICPDR's 2001-2005 Joint Action Programme for the Danube River Basin are directed towards:

- the improvement of the ecological and chemical status of the water;
- the prevention of accidental pollution events; and
- the minimisation of flood impacts.

In addition to these main objectives, the implementation of the Joint Action Programme will: improve the living standard of the Danube basin's population, enhance economic development in the region, contribute to the European Union accession process, restore the region's biodiversity and strengthen cooperation between the contracting parties. For further information about the Joint Action Programme's objectives and directives see <http://www.icpdr.org>.

The Danube Joint Survey published in May 2002<sup>1</sup>, identified various chemical pollutants such as heavy metals, volatile organic hydrocarbons, polar pesticides and pharmaceuticals, which are directly affecting the chemical and biological status of the Danube River. The study on nutrients found different quantities of nitrogen and phosphorus in organic and inorganic forms along the Danube River, which indicated that the water quality in different parts of the river is contaminated. As a result, the middle Danube reach indicated eutrophication, which can cause the pollution of drinking water sources and decrease biodiversity in the long-term. Based on the level of the water contamination different hotspots were detected and prioritised.

The *Trans-boundary Analysis*, and other documents produced within the framework of the Danube Pollution Reduction Programme (1999, GEF/UNDP) are available on the ICPDR website<sup>1</sup> under “[GEF Assistance to the ICPDR](#)” and then “[Danube Pollution Reduction Programme 1997 to 1999](#)”. This site contains useful information about the sources of pollution and ways to address them in different parts of the Danube River basin. These publications, contain maps with information on the pollution hotspots, wetlands and other useful pollution data generated in different pollution sectors such as: municipalities, agriculture, industry and land-use and wetlands. Further information on the current UNDP/GEF DRP (2001-2006) is available at <http://www.undp-drp.org>.

The EU Water Framework Directive is now the basis for river basin management in Europe and thereby is the platform for implementing the DRPC. The ICPDR has been entrusted to coordinate WFD implementation at the DRB level including the development of the Danube River Basin Management Plan.

### **Danube Regional Project**

The Danube Regional Project (DRP), with the official title "Strengthening the Implementation Capacities for Nutrient Reduction and Transboundary Cooperation in the Danube River Basin", was launched on December 1, 2001, as the next phase of GEF/UNDP's long-term commitment to achieving environmental health in the Danube River Basin. A key focus of the DRP is to strengthen the capacity of the ICPDR and Danube countries to fulfil their legally binding commitment to implement the Danube Protection Convention. Already well under way, the DRP is an umbrella for some 80 activities.

A recent success story was significant support from the DRP for developing the ‘Danube River Analysis 2004’, the first ever comprehensive analysis of the environment, and pressures impacting it, in the Danube Basin. The report was required by the EC to help assess how Danube countries will meet the WFD by 2015.

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<sup>1</sup> <http://www.icpdr.org>

It also serves as a key step toward preparing the future 'Danube River Basin Management Plan'. (*see report at [www.icpdr.org](http://www.icpdr.org)*)

To reduce nutrient and toxic pollution, the DRP works with a wide range of local, national and international stakeholders. For example, the DRP is helping national pollution control offices to assess which areas in the Danube basin are most at risk from floods washing hazardous substances into water bodies. The project works with farmers and farmer advisory services to improve techniques for applying fertilizers and pesticides. An activity will soon help Danube governments implement voluntary bans on phosphates used in washing detergents. And a pilot project will try to demonstrate the effectiveness of wetlands removing and retaining nutrients.

The Danube Grants Programme is part of DRP 'Objective 3' to strengthen public involvement in environmental decision-making and to reinforce community actions for pollution reduction and the protection of ecosystems. In this context, the Grants Programme is also seen as "applied" awareness raising.

To date, DRP "Objective 3" has supported the Danube Environmental Forum (DEF), a basin-wide network of NGOs. From 30 members in 2002, the DEF grew to 160 by mid-2005. The DEF's capacity to implement actions for controlling water pollution has been improved. Training materials about wetland rehabilitation and nutrient reduction have been developed in ten languages. In the future, DEF member involvement in developing policies will be supported through government partnerships (e.g. the Danube River Basin Management Plan within the framework of the EU's Water Framework Directive).

The DRP's Communications Strategy calls for strengthening NGO communications. DEF members, for example, have already received support in developing products such as their newsletter, website and publications. The strategy opens the door for NGOs to assist in implementing communications strategies targeted at key audiences, in part through awareness-raising campaigns at the community level (e.g. for wetland restoration and changing land-use patterns). And the DRP will actively bring 'the news' from NGO activities to the people of the Danube through the media.

The DRP will be carried out over five years with a total budget of USD 15 million. The bigger picture is that the DRP is part of the 95 million USD 'GEF Strategic Partnership for Nutrient Reduction in the Danube/Black Sea Basin' – one of GEF's largest and perhaps most ambitious water-related projects in the world. The Partnership supports the goals of the Commissions for the Danube and Black Sea to reduce nutrient and toxic loads to the levels necessary to allow Black Sea ecosystems to recover to conditions in the 1960s.

### **NGO Contributions to Nutrient Reduction**

NGOs and other stakeholders can contribute to the reduction of nutrients and toxics in the Danube River basin at both the national and regional levels. NGOs can undertake activities that lead directly to pollution reduction or facilitate the process of solving pollution problems. These projects could directly address the reduction of point and non-point sources of pollution, and confront the trans-boundary or national problems present in the identified hotspots. The nutrient reduction projects of NGOs can also take indirect approaches, such as preventing pollution generation by improving and raising industry and public awareness; facilitating the flow of information; assisting in the prevention of accidental pollution, promoting the production and use of phosphate-free detergents and the sound use of organic fertilisers. These projects should also facilitate the development and functioning of democratic processes by ensuring public involvement and participation in pollution-related issues and decisions.

They can represent community views in front of decision makers (serve as a bridge between officials and the general public), facilitate public participation in decision-making processes for Danube basin issues or suggest

alternative solutions for preventing or reducing pollution. Furthermore, NGOs can be a useful channel for the dissemination of information to the public, increasing their awareness of the problems and possible solutions. In order to fulfil their roles, NGOs concerned with the Danube basin need to strengthen their capacities. Awareness-raising can effectively contribute to expanding the common understanding of trans-boundary and even global environmental problems and respective solutions.

Based on the DRP grants experience with the first round of grants the overall majority of NGO activities supported by the grants component had an indirect effect on nutrient and toxic pollutant reduction in the Danube. This was expected since one of the strengths of NGOs is their ability to raise public awareness; change of behavior and attitude which is indirectly affecting pollution prevention. However, there were a variety of NGO activities at the national level which lead to direct nutrient reduction and the removal of toxins. These activities range from the removal of illegal dumps close to waterways to the reforestation of riverbanks to avoid erosion and improve water quality. Artificially constructed wetlands that can function as wastewater treatment areas were also planned, along with the management of hydrophytes and the management of nature reserves, improved water quality of ponds and the creation of new protected areas. The most typical pollution resource addressed by the most by the National Grants in the first DRP Grants round was agriculture, namely “Addressing flood management, irrigation, and drainage with attention to the associated pollution-related effects”. This is followed in popularity by “Promoting eco-farming methods and alternative rural development”. Pollution from agriculture is the most common target, followed by pollution from municipal discharge. “Addressing urban waste-water collection and treatment” was the NGO’s second favourite area of their work. The least popular part of the scope has been industrial discharges, within which the specific aim to, “Assist in reducing the risk of accidental release of pollutants from facilities”.

During the first Grants round NGOs contributed to this process through direct actions as well as through collaboration with other stakeholders. A range of stakeholders have been targeted during the first grants round, including farmers, authorities, school children, enterprises, and designers. In general, the projects were able to reach a wide range of stakeholders, as expected. The biggest challenge for the involved NGOs and for the REC was to monitor and measure the extent to which the stakeholders are impacting the success of the project. This aspect of the work needs to be further improved and better tackled by the NGOs in the second grants round.

With respect to the tools used, considering the nature of the NGO work, during the first grants round some lobbying and awareness-raising is used extensively, whereas research and monitoring are less popular tools.

This DRP National Grants programme is a follow up of the first round and is expected to enable NGOs of the Danube basin region to increase public involvement in nutrient reduction through “practical” projects, education and training, monitoring and the influencing of policy at local and regional levels.

## ELIGIBILITY

**Registered NGOs** in the Danube basin countries of Bosnia & Herzegovina, Bulgaria, Croatia, the Czech Republic, Hungary, Moldova, Romania, Slovakia, Slovenia and Serbia and Montenegro with an environmental focus and an NGO bank account are eligible for national grants.

NGOs applying for national grants are expected to meet the following criteria:

- Commitment to cooperating with different stakeholders;
- Proven track record in project management;
- Experience with water, agriculture or nutrient issues (preferred); and
- Access to office equipment and facilities for effective communication.

## LIMITATIONS

The REC's national grants **do not fund:**

- Projects in which the main result is scientific research, data collection and sampling;
- General operational expenditures, such as salaries or rent; or
- The purchase of land, buildings, investments, or vehicles not related to the project.

Technical limitations:

- Organisations which by the time of the announcement are still running a current DRP Grant at the National level.
- If an organisation is involved in two concept papers, the NGO must appoint different project coordinators for each project proposal.
- At the full proposal stage only one grant can be awarded to one NGO.
- Projects lasting for more than 12 months.
- Danube Environmental Forum (DEF) National Focal Point will be excluded from the decision-making process if their NGO is submitting a grant application.

## PROJECT SCOPE

**The main point of the national grants is to facilitate multi-stakeholder cooperation in the reduction of both point and non-point sources of nutrient and toxic pollution at the national level in the Danube basin.**

NGOs are encouraged to involve other stakeholders, such as local (environment) authorities, water-related institutions, the industrial sector and the agricultural community.

These grants will help NGOs to manage projects that:

- Directly contribute to the reduction of point and non-point sources of pollution;
- Contribute to overall improvement of the monitoring system;
- Address trans-boundary and/or national problems present in identified hotspots;
- Prevent pollution generation by increasing public awareness;
- Facilitate the flow of information to the public;
- Assist in the prevention of accidental pollution;
- Promote the production and use of phosphate-free detergents and organic fertilizers; and
- Aid democratic processes by ensuring public involvement and participation in decisions affecting environmental quality in the Danube River Basin.

NGOs are encouraged **to manage activities leading to a direct or indirect, impact on reducing nutrient and toxic substances** through the following approaches. This impact must be measurable through indicators, which should be well defined. Additionally the National Grants should:

- **Involve other stakeholders.** Projects should identify stakeholders from the water-management sector, decision makers in pollution-producing units and other key players, and actively involve them in project implementation.
- **Change consumer behaviour.** NGO projects using an awareness-raising or campaigning approach towards consumers must be able to demonstrate the impact on consumers' behaviour (i.e. in terms of reducing nutrient pollution, **promoting best agricultural practices**).

- **Serve as a model for other areas in the Danube River basin.** Preferred projects are those that use a replicable approach and serve as an example for other areas in the Danube River basin that have similar problems and framework conditions.
- **Promote and assist the application of the Aarhus Convention at the national or local level,** especially by improving the [public](#) access to information on pollution and [their](#) sources and enhancing public participation in [decision-making](#) on Danube water-related issues.
- **Contribute to policy work at the national level.** NGOs are encouraged to contribute to policy development and political discussions related to nutrients in the Danube basin (e.g. national or local pollution abatement programmes, environment education, the implementation of EU directives).
- **Promote networking among NGOs at the national level.** Make nutrient pollution reduction an NGO topic (e.g. a national campaign with concrete local activities; involve other local NGOs into action).
- **Address the trans-boundary perspective and integrated watershed approach.** Projects must intend to increase the understanding of national contributions to trans-boundary environmental problems. Although the pollution problem can be local or national, its consequences are usually regional and affect the neighbouring countries. Especially in those projects addressing land-use development and water management, NGOs should relate the source of pollution with the impact area when different from administrative or political boundaries, and emphasise the responsibility of upstream water-users in the prevention of downstream environmental problems.

Other innovative and creative approaches by NGOs in addressing the nutrient and toxics-related problems in a direct and indirect way are welcomed.

The REC encourages NGOs to use one or several of the following tools in this grant programme:

- **Awareness-raising and information dissemination through the media.** These components, which represent the most successful NGO tools, should be frequent components of the grant proposals. The results of the NGO activities must be disseminated within the project timeframe and the project outreach must be clearly ensured. The dissemination strategy of the project outcomes should be clearly explained in the proposal.
- **Lobbying and campaigning.** The use of lobbying activities is encouraged, as this allows NGOs to reach and influence policy makers. Campaigning can be the appropriate way to influence consumers, producers, local communities and various stakeholder groups (e.g. with regard to changing producer behaviour on sewage treatment, fertiliser use, production of phosphate-free detergents, etc.).
- **Public participation.** NGOs are encouraged not only to reach the public and the producers of pollution but also to promote and facilitate public involvement in the decision-making process in relation to water management, [planning](#) and other relevant environmental processes [reducing pollution](#) in hotspot areas. At the same time such facilitation should not be limited to information dissemination and community involvement, but should also be present in active and lasting dialogue with decision makers, [discussing problems and influencing the decision-making process](#).
- **Preparation for or participation in the implementation of the Water Framework Directive.** NGOs should actively cooperate with and assist the authorities in the implementation of the Water Framework Directive, or its preparation. Activities including the different forms of information and active involvement of all interested parties including NGOs and affected public in phase I and II of the WFD, as well as the preparation for the phase III when the information and consultation of public including users should be organized about the draft RBM plan are encouraged. Existing opportunities for stakeholder and NGO involvement for example through River Basin Committees should be enhanced and improved.
- **Environmental education and training.** Education activities that reach and influence different individuals or target groups (e.g. teachers, pupils, students, associations or other NGOs) are also encouraged. These activities should aim to improve understanding of nutrient and toxics-related problems, as well as engage to prevent and reduce them.

- **Networking and partnerships.** NGOs are encouraged to develop networks and partnerships with other NGOs as well as with other stakeholders from related institutions (e.g. with water and environmental agencies, industry, agricultural cooperatives.)
- **Interactive case projects.** Activities consisting of concrete conservation, rehabilitation work and clean-up actions are encouraged; their lasting benefit should be demonstrated.
- **Monitoring.** Projects which include environmental monitoring work but exclude work requiring sophisticated technical equipment and certified expertise are also encouraged.
- **Research.** NGOs can receive support for simple applied research projects which do not require complex scientific work (e.g. opinion polls or assessment of available data).

Innovative ideas in addressing the reduction of nutrient and toxics pollution are encouraged.

## ENVIRONMENTAL TOPICS

The environmental issues that the national grants must address are related to the deterioration of ground water and the eutrophication of surface water, both stemming from point and non-point sources of pollution from agriculture, industry and municipal sectors as well as problems which relate to other water management issues.

Grants will be awarded to NGO projects addressing the following nutrient and toxic substances pollution-related issues:

### Agriculture discharges

- Introduce and apply best agricultural practices related to avoiding, minimising and/or controlling non-point sources of pollution in the ground- and /or surface waters.
- Contribute to policy work (EU directives, SAPARD, common agriculture policies).
- Promote eco-farming methods and alternative rural development.

### Industrial discharges

- Promote the best available technology, reporting requirements on pollutant release and transfer registers, and environmental management systems.
- Assist in reducing the risk of accidental release of pollutants from facilities.
- Address toxic-substance pollution
- Promote production (and use) of phosphate-free detergents.
- Address (alternative) treatment methods and/or practices that lead to efficient removal of nutrients and toxic substances.

### Municipal discharges

- Address household waste management, like the reduction of the use of conventional detergents.
- Address urban waste-water collection and treatment.

### Land-use and Wetlands

- Address flood management, irrigation, and drainage with attention to the associated pollution-related effects.
- Save and protect the natural floodplains (buffer strips).
- Support conservation and restoration of floodplain and wetland habitat.

## APPLICATION PROCESS AND TIMING

This project intends to support and develop the involvement of NGOs in **name your country**. In **name your country** a local-language granting scheme will be carried out over the period of one year. The calls for projects will be open and competitive. The application process consists of two phases: the concept paper and the full proposal. Different stakeholders (local authorities, academic and scientific organisations, local business including pollution producers) are invited to cooperate with NGOs. Only registered NGOs may apply.

### Step 1 – Choosing partners

Following the call for tender on national grants, NGOs should begin to look for partners from their own sectors and other areas (e.g. governments, institutions, universities and businesses) that are working on similar topics. For some NGOs this will be a new challenge, for others, it will be a familiar process. The following resources are recommended for finding partner organisations: personal contacts, other NGOs, local universities, the REC NGO Directory<sup>2</sup> and environmental agencies. The REC country office staff will assist the applicants.

**Step 2 – Concept paper phase (see concept paper form). Deadline for submission: September 2005. Concept paper evaluation: October 2005**

NGOs should use the attached concept paper form to propose their project concept. This proposal is shorter and simpler than the full proposal form. The basic information, emphasising the partner or partners, and a short introduction to the project should be included. As outlined in the format, the NGO should estimate the full amount of funds required from the grants programme in order to complete the entire project.

While registering the concept papers, country office staff will pre-screen the eligibility of the project proposals according to the following criteria:

- Applicants must be eligible to receive a grant.
- The concept paper addresses nutrient reduction in the Danube basin.
- The application follows REC standards (the form is completed, the budget and timeline are within the set limits, stakeholders are identified and the cooperation statement is signed).

The concept papers that meet these restrictions will enter the first stage of the evaluation process. The REC CO Grants Officers in cooperation with country representatives of DEF and ICPDR structures will evaluate the concept papers.

Projects will be chosen from this pool based on the following standards:

- **relevance to the issue:** How does the problem addressed fit into the grant's scope of nutrient reduction, as stated in the announcement?
- **the potential impact of the NGO activities:** What does the project intend to improve or change? Do the goals and objectives contribute to the grant programme's scope?
- **approach:**
  - a. Are the **methodology and tools proposed appropriate/realistic** for addressing and solving the problem? To what extent are the NGOs using the suggested tools and approaches?
  - b. **Involvement of other stakeholders:** Are the stakeholders identified and willing to cooperate with the NGO in addressing the environmental problem?
- **the capability of the NGO:** Is the NGO qualified according to its previous project management experience/annual budgets?

<sup>2</sup> <http://www.rec.org/REC/Databases/NGODirectory/>

NGOs will be notified if their projects are chosen. The DEF representatives taking part in the decision making process will be excluded from the possibility to submit a grant application.

**Step 3 – Training on LOG Frame and media work. Timing: October, 2005**

A short training will be organised by the REC at the national level to assist the short selected NGOs at the Concept Paper level to prepare the full proposals. All travel related expenses for the participants will be covered by the REC. The training will be organized within one day covering two major components:

**I. Component one: LOG Framework approach** which will aim at assisting NGOs with project planning. This session will consist of three parts:

1. Introduction to the Logical Framework approach
2. The LOG Frame Process (Analyses of the problem, objectives setting, indicators, planning phase)
3. LOG Frame Matrix for a REC project design

**II. Component two: Media session** will aim to:

- prepare the selected NGOs to include media and communication components in their proposals;
- assist the NGO applicants with hands-on skills in mass-media communications and holding media events that they should employ during project implementation.

**Step 4 – Proposal preparation (see Annex A: Guidelines for a full proposal.) Deadline: December 2005**

Only those NGOs with selected concept papers and went through the training will enter the full proposal preparation phase, which will last from November to December 2005. The NGOs should then meet with the identified stakeholders and jointly write the full project proposal. One representative from an NGO must be designated as the project leader for the whole project. The stakeholders are not eligible for grant funding, but they can contribute to the project as consultants. In the preparation of full proposals the NGOs should follow the standard guidelines for writing a project proposal, which will be given by the REC to the selected NGOs after the concept paper stage. Additionally the NGOs should pay attention to the instructions given in the training about LOG frame and media work.. **The full proposal must arrive at the REC country office by insert date within December, 2005.** Only proposals sent by mail will be accepted.

**Step 5 – Selection of grantees based on full project proposal. Deadline: December 2005 - January 2006**

Project proposals are accepted in local languages and decisions are made on the basis of evaluations undertaken by independent local advisory boards. Representatives of ICPDR and DEF in each country will be asked to contribute to the grants selection process. Grant selection will be based on the project's quality, feasibility, presence and number of cooperative partners, as well as the potential for measurable environmental impact in the country. The selection will be made based on well-defined criteria that will judge:

**Environmental impact**

- Direct or indirect actions which promise measurable pollution (nutrients and/or toxic) reduction are clearly explained.
- SMART<sup>3</sup> indicators are set and the way to verify them is defined.

**NGO approach/methodology**

- Feasible and effective methods are used to achieve the goal and objectives.

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<sup>3</sup> Specific, Measurable, Achievable, Results Oriented, and Time-bound

**Cooperation**

- The commitment of stakeholders to the project is proven and their role clearly defined.

**Proposal quality**

- The action plan is clear, feasible and realistic.
- The budget is cost-effective.

**Staff capability**

- NGO staff and other experts involved have experience and competence related to the addressed issue.

**Step 6 – Winners’ meetings (January 2006)**

Once the winning project proposals have been selected, the NGOs will be notified and awarded. They will also be provided with information on financial management and reporting requirements.

Grant winners will be notified and invited to the REC’s country offices for a “winners’ meeting.” During the winners meeting the NGOs will: 1) present their joint projects to the other grantees, 2) get familiar with the REC’s reporting forms and requirements as well as 3) review and sign an award agreement. This document specifies the reporting conditions and disbursement schedule. The grantees will meet the grant officer and financial assistant from the REC’s country office, who will work closely with them throughout the project’s implementation.

**Step 7 – Project implementation (January 2006 — January 2007)**

Once the contracts have been signed with the awarded NGOs, the projects can be implemented as planned. This will be part of the second project phase, which is expected to start by January 2006.

**CONTACTS**

For more detailed information on the project application procedure, as well as project guidelines, the country office in *name your country* should be contacted.

**Additional Information**

For more information on this grant programme, interested parties can:

- Visit the website:  
[http://www.rec.org/REC/Programs/NGO\\_Support/Grants/NationalDanubeGrants/](http://www.rec.org/REC/Programs/NGO_Support/Grants/NationalDanubeGrants/)
- Contact Richard Filcak at the REC’s Head Office (e-mail: Rfilcak@rec.org; tel: [36-26] 504-000; fax: [36-26] 311-294).

More information on the overall Danube Regional Project can be found on the UNDP/GEF Danube Regional Project web page: <http://www.undp-drp.org>.

Parallel to the national grants, the REC is managing, on behalf of the UNDP/GEF Danube Regional Project, second round of the regional grants of up to EUR 35,000 for NGOs working in the Danube basin region. More information on this grant can be found at:

[http://www.rec.org/REC/Programs/NGO\\_Support/Grants/RegionalDanubeGrants/](http://www.rec.org/REC/Programs/NGO_Support/Grants/RegionalDanubeGrants/)



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#### **Format for Concept Paper for National Grants**

*(This is a protected document. You may not modify the forms, but can type the appropriate data into the fields provided. The maximum length of text is limited in each field; the number of available characters is indicated. If you prefer to prepare this information outside of this template,, please answer all of the questions listed below on three to five pieces of paper. Cooperating partners must sign Appendix A. If more than two partners intend to work together, please make copies of Appendix A and sign. **This concept paper should be brief.**)*

<b>A. NGO Information</b>	
NGO name:	(200 characters)
NGO registration number:	(100 characters)
NGO bank account number:	(100 characters)
NGO address, phone number, fax and email	(200 characters)
Name of individual preparing this proposal:	(200 characters)
Address, phone number, fax and email if different from above, for correspondence:	(200 characters)

<b>B. Project Description</b>	
<b>Project Title:</b>	(50 characters)
<b>1) Statement of the identified problem.</b> Please describe the Danube basin-related issue your project will address. Please indicate the relevance of the problem within the identified environmental issues given in the Announcement.	(300 characters)
<b>2) Goal and Objectives:</b> Define the goal and the objectives of the project and make sure they contribute to the overall scope of the grants.	(200 characters)
<b>3) Approach:</b> a) Describe the actions you will take to address this issue. b) Identify the methods or approaches your project intends to use. You can use the list outlined in the announcement or add new and innovative ones. c) Indicate the types of tools you will use.	(500 characters)
<b>4) Impact:</b> Describe the environmental impact of the project, and the direct and indirect relation with the grant's scope (i.e. nutrient reduction).	(150 characters)
<b>5) Timeframe:</b> Estimate the time schedule for completing these tasks.	(200 characters)
<b>6) List of cooperative partners/ stakeholders</b> and the way they will be involved:	(100 characters)

<b>C. Budget:</b> Estimate the total budget for the project.	
a) Funding required from the REC:	(USD)
b) Funding to be provided by other sources:	(USD)

Signature

Date

\_\_\_\_\_

\_\_\_\_\_

**Contact Names**

Country office contact

Applications may be sent by mail, fax, or e-mail, postmarked by **set the date**

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*Format for Concept Paper for National Grants*

### Cooperative Partner Information

This is a protected document. You cannot modify the forms, but you can type the appropriate data into the fields provided. The maximum length of the texts is limited; the number of available characters is indicated.

Please fill in the information for each cooperative partner.

Partner's name	(200 characters)
Address (include country):	(200 characters)
Telephone number:	(50 characters)
Fax number:	(50 characters)
E-mail	(50 characters)

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Address (include country):	(200 characters)
Telephone number:	(50 characters)
Fax number:	(50 characters)
E-mail	(50 characters)

*Copy as necessary*

#### NOTES:

- Partners can consist of local or central municipalities, business representatives, scientific laboratories or other institutions.
- By presenting their contact information at this stage the NGO is indicating the partner's interest to assist the full proposal preparation and, at a later date, contribute to the project implementation if the project is supported.
- In addition to stakeholders, other local NGOs can take part in the implementation of the project as partners. Their contact information must be included in this form.