



REPUBLIC OF LIBERIA  
 ENVIRONMENTAL PROTECTION AGENCY  
 4th Street Sinkor, Tubman Boulevard  
 1000 Monrovia, 10 Liberia  
 P.O. Box 4024



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<b>Title</b>		CALL FOR PROPOSALS TO ACCESS GRANT FOR MICRO, MEDIUM AND SMALL-SCALE ENTERPRISES (MSMES) TO SUPPORT INNOVATIVE WASTE RECOVERY AND SUSTAINABLE WASTE MANAGEMENT PROJECTS	
<b>Programme</b>		Energy and Environment Programme	
<b>Contract Type</b>		Contractor services (Micro, Medium and Small-Scale Enterprises (MSMEs))	
<b>Assignment</b>		Access support for innovative waste recovery and sustainable waste management and build on existing innovative waste management approach that seek to strengthen waste management value chain demonstrating, in practical terms how waste management value chains can integrate both business sustainability and resilience environment	
<b>Target Location</b>	Montserrado County	<b>Duration of contract</b>	90 days (July-September)

The Environmental Protection Agency (EPA) through the United Nations Development Program (UNDP) Energy & Environment Program/Country Program Support intends to support the Government of Liberia through the Environmental Protection Agency to establish an Innovative Fund for Micro, Medium and Small Scale Enterprises (MSMEs) to access support for innovative waste recovery and sustainable waste management projects through the submission of proposals, and to organize community led Eco Brigades link to business setup for youth with deliberate focus on girls.

Innovation funds (also called seed funds or activation funds) are small granting funds used to jump start innovation, collaboration and self-organizing in networks. They have proven to be one of the most effective strategies for high impact networks, giving people on the ground a chance to initiate action that they believe will make a difference and often leveraging many new resources as a result of their successes (How to setup an innovation fund, June Holley).

The Innovation Fund (IF) contributes to greenhouse gas (GHG) reduction by focusing on: Innovative low-carbon technologies and processes in energy intensive industries (steel, cement, glass, chemicals, paper, etc.), including products substituting carbon intensive ones; Carbon



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capture and utilization (CCU); Construction and operation of carbon capture and storage (CCS); Innovative renewable energy generation, and Energy storage.

Previous studies have shown that there is a clear linear relationship between per capita solid waste generation rates and income levels for African cities; households as well as a linear relationship between increase in amount of waste produced and growth in population. Monrovia's household waste generation rates are likely to keep pace with the population growth rates of 2.5% annual change as recorded in 2017, which means that already burgeoning mountains of waste will only grow further. Therefore, any interventions must be climate smart. Interventions in the waste sector must target reduction, reuse, and recycling. These strategies will inadvertently reduce the need for landfill, incineration, random dumping or open burning of waste that will produce Green House Gases that will ultimately contribute to the already worsening situation of climate change in the country.

The waste and energy sectors are amongst the major contributors of Liberia's GHG emissions, however, Liberia's GHG emission profile shows 3.5Mt in 2014 with Land Use Change and Forestry, waste, energy, agriculture and industrial processes accounting for 1.4Mt, 790Kt, 740 Kt, 420Kt and 210Kt respectively. Liberia is a GHG sink, considering its land use cover and emission quota. Notwithstanding, giving the global nature of climate change impacts especially worse for a Country like Liberia challenged by poverty and unemployment, the Country is determined to reducing its emission footprint and thus clearly defines in its NDC the intent to reduce GHG by 10% by 2030.

The historic problems of poor waste management range from cultural (behavioral), institutional, infrastructure and inadequacy of policies and enforcement regime. Therefore, as population grows and the people become more affluent, the composition of waste becomes more complex and becomes more recyclable. Poor solid waste management practices in Liberia and Monrovia in particular is inextricably linked to urbanization and economic development. As standards of living and disposable incomes increase, consumption of goods and services increases, which results in a corresponding increase in the amount of waste generated. It is important to note that this increase in waste generation is not supported by existing waste management infrastructure, policies, and facilities. (Liberia Waste Management Feasibility Scoping Report 2000)

Pursuant to this, the EPA with support from the United National Development Program (UNDP) is soliciting innovative waste recovery and sustainable waste management projects funding proposals from Micro, Medium and Small Scale Enterprises (MSMEs) to access support for innovative waste recovery and sustainable waste management. In this regard, the UNDP through the Energy & Environment Unit of the EPA requests proposals MSMEs to work in collaboration with the EPA in achieving this objective.

With the plethora of challenges, the Energy and Environment (E&E) Programme seeks to support the Government's efforts in achieving diversified and inclusive economic growth



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through investments in sustainable and environmentally friendly agriculture, food security, job creation and improved resilience to climate change and natural disasters. UNDP works to empower the population and build a resilient nation. It supports the government to develop and implement interventions aimed at improving the lives of the people, including women, youth and PWDs.

Through its Energy and Environment (E&E) Programme, UNDP supports the government through its relevant Ministries, Agencies and Commissions (MACs) to address environmental issues and mitigate their impacts to support the collective growth and development of the country.

#### **RATIONALE OF THE PROJECT**

The proposals that this project is calling for are meant to build on existing innovative waste management approaches that seek to build/strengthen waste management value chains. Specifically, these proposals must seek to demonstrate, in practical terms, how waste management value chains can integrate both business sustainability and resilience environment from waste pollution. In addition to demonstrations, the proposals are required to indicate it contribute to Liberia's GHG emissions reduction.

#### **OBJECTIVES**

The overall objective is to establish an Innovation Fund for Micro, Medium and Small-Scale Enterprise (MSMEs). The specific objectives are:

- build on existing innovative waste management approaches
- strengthen waste management value chains integrate both business sustainability and resilience environment from waste pollution
- demonstrate how sustainable waste management can contribute to job creation

The programme seeks to contract SMEs, MSMEs, etc. with the most innovative project proposals for waste management approach. The maximum amount available for the 3 components is US 32,000.00 as follows:

**Component 1:** Roadmap on the development of the garbage monitoring plan and sample awareness Brochure 20%

**Component 2:** Development of garbage monitoring plan and awareness Brochure and proven exhibition of the use of one or more of the three "R". 65%

**Component 3:** Overhead & admin cost 15%



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#### **SCOPE OF WORK**

Interested, experienced and competent organizations are invited to submit grant proposals for 3 months project implementation period.

Responses to this call for submission of proposals should clearly demonstrate how they will effectively integrate and enhance private sector involvement into the waste management value chains. A key component of this initiative is to document key practices, success factors, (integrated) policy issues and their implications on investment opportunities for private sector in integrated approaches in the waste management value chains sector.

Organizations can apply for no more than one grant. The grant application(s) should, as much as possible build on the existing innovative work that it is already undertaking and or new innovative waste management approach. An application should clearly state the selected value chain(s), the vulnerability context of the value chains as they relate to sustainability and resilience, stages of the value chain that are most vulnerable and hence forming the basis for the design of interventions. The proposed interventions should solve for inclusiveness of gender and youth as key players/stakeholders generally, and the selected value chains specifically. Integration of innovations such as Information Communication Technologies (ICTs) or Public Private Partnerships is highly encouraged.

#### **DELIVERABLES**

- Develop a garbage Monitoring and Collection System plan (innovative approach for effective and timely waste tracking, collection and disposal to designated waste disposal sites)
- Creating Awareness on how Households can Reduce, Reuse and Recycle
- Practical demonstration of the use of one or more of the three “Rs” in waste management

#### **SCHEDULE OF PAYMENTS**

20% payment after approval of inception report, including work plan

65% payment after submission of garbage monitoring plan and awareness Brochure and proven exhibition of the use of one or more of the three “Rs”.

15% upon submission and approval of final report

#### **IMPACT OF RESULTS:**

Strengthened existing innovative waste management approaches and creating more awareness on reuse and Recycling Waste Materials/Plastics and creating linkages and markets and opportunities for Recycled Products



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#### **QUALIFICATIONS AND FUNCTIONAL REQUIREMENTS**

The potential project partners are the civil society/private sector organizations, in particular NGOs with technical expertise in value chain development/management, natural resources management, waste management, climate change mainstreaming, training, knowledge management and other relevant competencies.

Concept Notes must demonstrate private sector and MMSEs inclusion; and promotion of sustainability in the waste management value chains.

The EPA through the Energy & Environment Unit therefore invites submission of grant applications from interested and qualified organizations operating in the waste management value chains sector and or related sectors. Organizations contemplating submission of applications in response to this expression of interest (EOI) must determine whether they meet the following requirements to be eligible for the grant award:

- Minimum of 2-5 years of demonstrable organization systemic working experience in any or a combination of the following systems level areas: Value Chain Development, waste management, Market systems, SME development, and Natural resources management.
- Demonstrable ability to work with private sector partners and have experience leading/facilitating value chain development and resilience building initiatives. Prior experience working with women and youth is an added advantage.
- A team with experience working MMES waste management value chains; experience in waste management value chains, natural resources management, climate change, MMSEs development and working with national institutions.
- The organization should hold a valid business registration and task clearance.
- Provide evidence of existing relationships working in the development value chains and resilience technologies
- Provide CVs of key staff proposed for this assignment.
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#### **SUBMISSION OF APPLICATIONS**

Firms/organizations who meet the requirements should submit a technical proposal, including annexes which should include the following:

A copy of your organization's registration certificate

Detailed organization profile

Past performance: Demonstrated evidence of undertaking at least three similar assignments done. The information shall include the legal name and address of the organization for which services were provided, a description of services provided and a current contact phone number and email address of a responsible and knowledgeable representative of the organization.



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Demonstrate availability of appropriate skills among staff and adequacy of staff and experience and attach their CVs.

#### APPLICATION REVIEW INFORMATION

The following criteria, will be used to evaluate and shortlist the applications:

- Immediate impact of innovation
- Level of private sector engagement
- Technical capabilities of applicants and their identified partners to deliver the proposed project in a timely manner
- Gender and youth inclusion

#### SAMPLE GRANT PROPOSAL

Use this sample grant proposal to help you in the process of preparing your own request for funding

#### Sample Cover Letter for Grant Proposal

- *The cover letter should contain a summary of your proposal, introduce your organization and summarize any recent communications you've had with funding organization. Include the amount of funding that you are requesting, the population it will serve, and the need it will help solve.*

#### Project Abstract

- *The project abstract should present a concise summary of the project. It should be no longer than a page and include the need for the project and the population it will serve, a brief description of the project and its goals and objectives, as well as the applicant's background and qualifications. Make sure you include the amount of funding that is being requested. Finally, mention how the program will be evaluated to measure the success of the programs. The abstract should be the last section you write.*

#### Statement of Need

- *The statement of need should describe the problem that the project will attempt to address. Also, describe the population that will be served.*



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### **Program Description**

- Describe the project or program and provide information on how it will be implemented. Include information on what will be accomplished and the desired outcome.

### **Goals & Objectives**

- Describe the project objectives in measurable terms that address the innovative approach the proposed project intends to use

### **Budget**

- Include in the budget all expenses for your project, including necessary training costs. Mention any co-funding that you are using from other sources. You may want to include a brief narrative of expenses along with a table of individual cost components.

### **Evaluation**

- Provide information on the metrics that will be used to determine the effectiveness of the project.

### **Staff and Organizational Information**

- Include the staff qualifications and skills. Describe the organization and include information indicating the organization's capacity to implement and sustain the program.

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Application can also be received through email ([rdoo@epa.gov.lr](mailto:rdoo@epa.gov.lr)). Please indicate “**Call for Proposals for “TO ACCESS GRANT FOR MICRO, MEDIUM AND SMALL-SCALE ENTERPRISES (MSMES) TO SUPPORT INNOVATIVE WASTE RECOVERY AND SUSTAINABLE WASTE MANAGEMENT PROJECTS”**” in the subject line.

The closing date for submission of applications is **13:00 GMT on 23 June 2021**. Any submission received after this deadline will not be considered. Only applicants that meet the requirements as outlined in the terms of reference will be considered for evaluation.

NOTE: This information is also posted on <https://www.emansion.gov.lr/>, <https://ekmsliberia.info/>.



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<https://www.epa.gov.lr/>, <https://www.undp.org/> and can be found in local dailies.