

Frequently Asked Questions (FAQ)

General Questions

1. What is Climate Bridge Fund (CBF)?

The Climate Bridge Fund (CBF) is a trust fund established by BRAC with support from the Government of Germany through KfW. The CBF supports urban adaptation measures in the context of climate-induced migration.

The Climate Bridge Fund has been set up to “bridge” the financial gap from short-term project funding to sustainable provision of services and infrastructure for climate-induced migrants. The aim is to strengthen the resilience of vulnerable people in CBF selected urban areas who are either displaced or are at the risk of being displaced due to the impacts of climate change.

2. What are the CBF selected project locations?

Proposed locations must be one or multiple slums accommodating a high share of climate migrants or people who are at the risk of being displaced due to climate change impacts in city corporation / municipality areas of Khulna, Rajshahi, Barisal, Sirajganj and Satkhira.

3. What is the focus of Climate Bridge Fund (CBF)?

The Climate Bridge Fund (CBF) aims to establish a long-term facility to support adaptation in the context of climate induced migration. The fund is expected to enhance the sustainable livelihoods of climate migrants and their resilience to climate-related risks that may trigger further climate-induced migration. CBF specifically funds projects that are:

- I. Continuance and scale up of successful pilot projects to guide these into financial sustainability
- II. Innovative ideas that have potential for scaling up and self-sustainability
- III. Contribution to longer term Operations and Maintenance (O&M) of essential urban infrastructures, that would otherwise remain idle.

4. Who is eligible to submit concept note to CBF for funding?

All NGOs registered under NGO Affairs Bureau and located in Bangladesh are eligible to apply for CBF funding. In addition to local/ national NGOs, international NGOs (registered under NGO Affairs Bureau of Bangladesh) are welcome to apply under the condition that the proposed project include a strong collaboration with local/ national NGO/s. The contribution of the international NGO should be limited to technical and fiducial aspects of the project.

5. What are the criteria to be followed for developing a concept note?

An extensive list of criteria is available in the Call for Concept Note document available in the website.

6. How many calls for concept notes does CBF launch each year?

CBF generally launches one call for concept notes in a year.

7. Can one NGO submit multiple concept notes?

No, one NGO/INGO can submit only one concept note under each call.

8. Can I submit a proposal to cover my PhD studentship?

No, currently CBF does not fund PhD or any academic scholarships.

9. How do I submit a concept note?

The concept note must be submitted to cbf.info@brac.net in English in the given template.

10. Where do I find the relevant templates for applying?

All relevant templates are available at www.brac.net/cbf.

11. Is late submission allowed in any stage of the application?

Late submission is NOT allowed and missing a deadline will automatically revoke the application of the respective NGO.

12. If the proposal is selected, will the NGO receive full budget in one installment?

No, disbursements will be made in quarterly installments.

13. What is Climate Bridge Fund's policy regarding project cost sharing?

Cost sharing by the proponent organization is strongly encouraged and should be included/reflected in the concept note.

14. How are successful/ unsuccessful applicants informed?

Due to the high volume of concepts received each year, CBF secretariat only informs the shortlisted NGOs to submit full-fledged proposals. NGOs participating in the detailed proposal stage are informed about the final result via email.

15. What types of cost will the budget template contain?

The budget template will contain three types of cost:

- I. Direct cost for a specific activity of the project
- II. Direct costs for several or all activities
- III. Indirect costs

16. What types of cost will be included under direct cost for a specific activity of the project?

The cost which can be directly traced or allocated to a specific activity of the project will be included in this category. These costs are specific activity related costs incurred under each predefined output.

17. What types of cost will be included under direct costs for several or all activities?

The costs that are relevant for several or all project activities and can be directly traced or allocated to the project will be included in this category. These costs may include project staff salaries and benefits, office rent, utilities, printing and stationeries, supplies, project staff travel and transportation, fixed assets, etc.

Please Note: we assume the management structure of your organization is covered by the indirect costs. If these people are listed here, please specify precisely what tasks they will do specifically for this project.

18. What types of cost will be included under indirect costs?

The costs that are not directly traced back or allocated to the project. These could be the management structure and logistics of the organization. Indirect costs are necessary to maintain the presence of the organization in a particular location (e.g. management team, finance, human resources, IT, etc.) Please note that it should not be more than 7% of the overall budget and preferably even lower.

19. Who reviews the concept note/proposal?

A Review committee (consisting of members from the Secretariat, Advisory Committee on Climate Bridge Fund (ACCF) and Trustees of the Fund) will review your concept note and detailed proposal.

20. Who makes the final decision on project funding?

Following the recommendations from ACCF and No Objection from KfW, the Board of Trustee of the Climate Bridge Fund makes the final decision on project funding.

21. Who should be contacted at CBF for further information?

Any inquiries associated with this call for proposal can be sent to cbf.info@brac.net.

2023 Call specific Questions

1. When is the CBF Call for Concept Note launched?

The Call for Concept Note will be launched on 7 November 2023.

2. Are there any other format or checklist that we have to complete as part of Concept Note?

Yes, as part of the Concept note, applicant shall also fill out a short checklist on environmental and social safeguard impacts which is included in the Concept Note Template as Annex. The template is available at www.brac.net/cbf.

3. What will be the initial process for developing a concept note?

Applicant NGOs must consult with targeted beneficiaries/people who are affected by the climate induced problems through a participatory consultation, with particular focus on identifying specific needs and vulnerabilities of women and gender diverse individuals in the proposed urban locations.

4. Do I need to include any supporting documents with the concept note?

Yes. The following documents should be included with concept note:

- I. Official valid registration of NGO Affairs Bureau
- II. Organogram
- III. Published & externally audited financial statement (including audit report) of the last financial year

5. When is the deadline for submitting a concept note and proposal to CBF under 2023 Call for Concept Note & Proposal?

The deadline for submitting a concept note/proposal under the 2023 Call for Concept Note/Proposals is as follows:

- Concept Note submission: Sunday, 24 December 2023 at 11.59 pm BST (mandatory)
- Full Proposal submission: Sunday, 18 February 2024 at 11.59 pm BST (only successful concept note proponents will be requested through email to submit full proposal)

6. Is a concept note necessary before a detailed proposal is submitted?

Yes, applicants will only qualify for submission of a detailed proposal after their concept note has been selected by CBF Secretariat.

7. If an NGO is invited to submit a full proposal and it misses the submission deadline, can that NGO defer its proposal until the next deadline?

No, If NGO does not submit the detailed proposal by the deadline, the concept note will be considered withdrawn from the process. They need to apply again through the next call for concept notes.

8. What is the budget per project for this call?

The budget will be in the range of BDT 5,000,000 – 30,000,000 (i.e., BDT 5 million to 30 million or in other words, 50 lakhs to 3 crore BDT) per project.

9. What is the duration of each project?

Durations of each project ranges between three (3) years to five (5) years.

10. Is there any limit to the number of NGO partnerships for a project?

There is no such limit defined by CBF. However, the proposed project must be manageable and have a sound plan for ensuring transparency and accountability.