**2025/2026 ABS Small Grants Project**

**Focal Area: ABS Information Systems**

**Project Concept Note Form**

Implementing the Protocol and operationalizing an ABS legal framework requires Parties to develop standard operating procedures and systems to manage information related to access, benefit-sharing, and compliance in a well-organized and efficient manner. Projects submitted under this focus area are designed to assist Parties in enhancing how they store, manage, and use ABS related information. For example, this may include systems for:

* Managing information on permits and publishing internationally recognized certificates of compliance in the ABS Clearing-House;
* Managing and sharing information gathered by checkpoints and publishing checkpoint communiqués in the ABS Clearing-House;
* Monitoring mutually agreed terms and reporting requirements, as well as the monetary and non-monetary benefits received for reporting on Goal C and Target 13 of the Kunming-Montreal Global Biodiversity Framework.

**Criteria for selection**

**Who can apply?**

* Parties to the Nagoya Protocol that are eligible to receive official development assistance (ODA)[[1]](#footnote-2) .
* Relevant organizations applying for projects that will benefit Parties to the Nagoya Protocol eligible to receive official development assistance (ODA).
* Indigenous peoples and local communities.

**Priority will be given to projects that:**

* Involve Parties that have ABS measures and institutional arrangements in place.
* Involve more than one eligible Party and/or relevant organizations.
* Foster synergies or joint work among different governmental institutions, countries, indigenous peoples and local communities and relevant stakeholders, women and youth.
* The objective or activity is included in national biodiversity strategies and action plans (NBSAPs) or relevant national/local planning document.
* Produce concrete output(s) and lasting outcome(s).
* Propose efficient and effective approaches.
* Include actual or potential co-funding.

**Funding available:**

* Up to $20,000 USD for single-country projects
* Up to $35,000 USD for projects involving 2-3 countries.
* Up to $50,000 USD for regional or global projects

The funding from the small grants could be used to leverage funding from other sources.

**Expectations from applicants**

The project concept notes will be assessed based on the criteria described above, and the selected applications will be further developed into detailed projects documents by the applicant together with the Secretariat and will serve as a basis for receiving the funding.

Applicants should be ready to commit the time necessary to develop and realize the agreed project as well as document its progress and experience, including lessons learned.

Relevant project information (outputs) must be published in the ABS Clearing-House, including a final report, executive summary, and lessons learned from the project.

Applicants of the selected projects will have the opportunity to share their experiences with others and reflect on lessons learned and best practices, both online, at in-person meetings, and during an event at COP-MOP 6

**How to apply**

If your country/organization meets the criteria and is interested in submitting a project concept note for consideration, please complete the project concept format provided below and send it to [secretariat@cbd.int](mailto:secretariat@cbd.int) by **30 May 2025.** Concept notes where the project will involve country governments require the endorsement of the ABS national focal point.

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| **Project Concept Note** |
| **1. Country of the project lead/ main applicant** |
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| **2. Name of the requesting government agency, institution, or organization** |
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| **3. Project lead/ main applicant** |
| First name and last name: |
| Department or unit: |
| Position or job title: |
| E-mail: |
| Phone number: |
| Address: |
| **Role and responsibilities:** |
| *Please provide a description of the key roles/responsibilities of all project partners, including the project lead. The description should make explicit reference to the project activities.* |

**Add additional partners as needed**

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| **3a. Country of partner 1** |
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| **Name of the project partner** |
|  |
| **Contact person** |
| First name and last name: |
| Department or unit: |
| Position or job title: |
| E-mail: |
| Phone number: |
| Address: |
| **Project partners’ roles and responsibilities** |
| *Please provide a description of the key roles/responsibilities of all project partners, including the project lead. The description should make explicit reference to the project activities.*  ***Please submit evidence of the project partners’ commitment to contribute to the project (e.g., letter or email correspondence*** |

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| **3b. Country of partner 2** |
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| **Name of the project partner** |
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| **Contact person** |
| First name and last name: |
| Department or unit: |
| Position or job title: |
| E-mail: |
| Phone number: |
| Address: |
| **Project partners’ roles and responsibilities** |
| *Please provide a description of the key roles/responsibilities of all project partners, including the project lead. The description should make explicit reference to the project activities.*  ***Please submit evidence of the project partners’ commitment to contribute to the project (e.g., letter or email correspondence*** |

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| **3c. Country of partner 3** |
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| **Name of the project partner** |
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| **Contact person** |
| First name and last name: |
| Department or unit: |
| Position or job title: |
| Email: |
| Phone number: |
| Address: |
| **Project partners’ roles and responsibilities** |
| *Please provide a description of the key roles/responsibilities of all project partners, including the project lead. The description should make explicit reference to the project activities.*  ***Please submit evidence of the project partners’ commitment to contribute to the project (e.g., letter or email correspondence*** |

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| **4. Title of the Project** |
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| **5. Project Executive Summary** |
| *Please provide a concise description of the project and what it aims to achieve (main goal), its significance including prospects for fostering long-term cooperation and expected outcomes.* |
| **6.****Problem statement and proposed solutions** |
| *Please provide a short and clear explanation of the problem or challenges you are planning to address, the expected limitations and proposed methods and solutions to address the challenge and limitations identified.* |
| **7. Information on ABS legal framework and institutional arrangements** |
| *Please explain briefly the extent to which participating countries have in place the necessary ABS legal framework and institutional arrangements to achieve the projects objectives.* |
| **8. Contribution to the implementation of the Kunming-Montreal Global Biodiversity Framework targets, national priorities and targets specified in NBSAPs, or other national policy documents** |
| *Please provide specific references on how the proposal meets the priorities and targets specified in NBSAPs or other national policy documents and how it will contribute to the achievement of Target 13 and Goal C of the Kunming-Montreal Global Biodiversity Framework*  *If applicable, please also indicate how the project will consider existing gender during its implementation.* |
| **9. Expected results/outputs** |
| *Outputs are new products, services, and/or gains in knowledge, abilities and awareness that result from the completion of activities*  *To the extent appropriate, please indicate how gender considerations and issues relevant to indigenous peoples and local communities will be addressed.*   * *Output 1* * *Output 2* * *Etc.* |
| **10. Proposed activities and timeline** |
| *Please provide a description of the project activities and approximate timeline Activity 2*   * *Activity 3* * *Etc.* |
| **11. Estimated budget** |
| *Provide information on estimated budget including information on existing or tentative co-funding.*  *Available: Funding*   * *Up to $20,000 USD for single-country projects* * *Up to $35,000 USD for projects involving 2-3 countries.* * *Up to $50,000 USD for regional or global projects* |

1. <https://www.oecd.org/en/topics/sub-issues/oda-eligibility-and-conditions/dac-list-of-oda-recipients.html#oda-recipients-list> [↑](#footnote-ref-2)