

# CASM Small Grants Scheme



A – Guidelines and Criteria for Project Proposals

B – Project Proposal Form

Project proposals must be sent to CASM Secretariat by fax (+1-202-522 0396) or e-mail ([jdavidson@worldbank.org](mailto:jdavidson@worldbank.org) or [gwalser@worldbank.org](mailto:gwalser@worldbank.org) or [elevin1@worldbank.org](mailto:elevin1@worldbank.org)).

Questions or clarification requests can be addressed to the CASM Secretariat.

## A - Guidelines for Project Proposals

### 1. Goal of the Small Grants Scheme

The CASM Small Grants Scheme is an operative tool for direct intervention of CASM in artisanal small-scale mining communities and for benefiting the communities and their members. The goals of small projects financed through the scheme must tie in with the goals of CASM.

### 2. General considerations on Small Grants Current Round

Artisanal and Small-Scale Mining Stakeholders (including non-mining groups) are invited to present proposals for small projects to CASM. Projects must contribute to the goal and purpose of CASM, and should fulfill the following requirements:

- Small Grants are awarded to community leaders, organizers, miners' groups, NGOs, and others whose proposed projects will foster communication, information sharing, and good working relationships between miners and communities (whether their own or other communities impacted by their activities); between small miners and big miners; and among various stakeholders involved in one way or another in the production process, such as mineworkers, small mine owners, mill mine owners, minerals traders, minerals transporters, creditors, land owners and government.
- Proposed projects and activities should in one way or another contribute to improving miners' household incomes, enhancing the community's quality of life, or promoting more socially and environmentally responsible practices. Particular areas of interest include but are not limited to:
  - Improving communication and relations between miners and the communities, e.g. through working groups, joint activities, community driven development activities and projects etc.;
  - Promoting information and knowledge exchange among miners, for example by increasing the accessibility of information sources, by improving transparency of information through the development and use of newsletters, radio shows, meetings, or by creating and strengthening miners' associations or fora at the local, regional or national level;
  - Securing legal access to land and mineral rights;
  - Reducing discrimination in access to or allocation of land and mineral rights;
  - Learning how to work within a formal framework, for example by building associations, cooperatives or small firms, building management capacity and improving organizational

- set-up at different levels (small firm, association or community), promoting improvements to the legal framework and so on;
  - Improving environmental management, for example through the preparation of an Environmental Management Plan and/or the development of community based monitoring committees;
  - Reclaiming artisanal mining sites for use in other economically productive activities, such as agriculture or trading, or for the purpose of environmental conservation and habitat restoration;
  - Promoting livelihood diversification within mining communities, for example by identifying and promoting alternative capital generating activities or by providing training.
  - Promoting women's access to productive opportunities within ASM communities.
  - Reducing child labor within ASM communities
- Small projects should respond to a clear demand, expressed by applicants' or the benefiting community's readiness to contribute to the project in cash or kind (infrastructure, manpower, etc.), according to their abilities.
- Small projects should focus on the development, dissemination and/or implementation of good practices rather than investigative or baseline studies. CASM will only fund research, insofar as it is part of a larger project and contributes to improved action or a more successful activity. It is assumed that applicants are fully familiar with the situation and needs of the ASM target groups already. Whenever a small project contemplates an investigation component, the results of the investigation should have an immediate and direct positive impact on the livelihoods of the investigated community/ies.
- The Small Grants Scheme will not finance any capital equipment or physical infrastructure. These items should either be included in the applicants' contribution or obtained from other sources.
- The Small Grants Scheme will not provide working capital for any type of mining or ore processing activity.
- CASM will not finance salaries per se, but will support allowances for field activities.
- The Small Grants Scheme can be used to expand the scope of an existing project to address thematic areas of interest to CASM.
- The Small Grants Scheme is non-reimbursable.

### **3. Stakeholder Participation in Small Projects**

In principle, the CASM Small Grants Scheme is open to any stakeholder willing to actively contribute to improved livelihood conditions of artisanal mining communities and affected groups. In particular CASM seeks project proposals from:

- Communities, cooperatives, associations and organizations involved in - or affected by small-scale mining
- Local, regional or national entities dedicated to sustainable development and sustainable livelihoods,
- NGOs,
- Individuals and Professionals,
- Public and private academic and scientific institutions,

- Governmental Organizations,
- Consortia of the above, dedicated to sustainable development, community strengthening, improved livelihoods and artisanal small-scale mining.

Stakeholders with direct or indirect dependency on institutions and professionals involved in CASM are excluded from presenting or executing CASM small projects.

#### **4. CASM Contribution to Small projects**

CASM contributions to small projects are generally limited to up to US \$ 7 500 per project.

#### **5. Duration of Small projects**

The duration of Small projects (from approval to final report) should not be greater than 6 months.

#### **6. Format for Proposing Small Projects**

The format of presentation of proposals for Small Projects may vary according to characteristics, size and scope of the project, as well as according to the level of experience of the applicant. The description of the proposal must provide a clear vision of the contents, goals and strategy of the project (what will be done? what will be achieved? how will it be done?), and allow monitoring and evaluation by CASM and/or its collaborating partners. See part B.

Project proposals should be submitted to the CASM Secretariat.

#### **7. Procedure for approval of Small projects**

Project proposals submitted to CASM will undergo a 3-stage evaluation process:

1. The CASM Secretariat will evaluate the alignment of the project goal with the goal and purpose of CASM. If the proposal fits into the CASM framework,
2. The proposal will be forwarded to one or two of the Expert Advisory Group (EAG) Members for review. Whenever possible the EAG reviewer(s) should not be engaged in activities associated with the proponents.
2. EAG members will review the proposal and recommend whether the proposal is suitable for taking forward on technical grounds (sustainability, replicability, feasibility, impact, opportunity of the moment, conflict of interests, etc.) to the CASM Secretariat.
3. The CASM Secretariat will send the selected proposals to members of the Strategic Management Advisory Group (SMAG) for their information and possible comments.
3. The CASM Secretariat will determine whether and when to fund projects in the light of available funds.

According to the result of the evaluation process, the project will be approved, returned for minor modifications or rejected. This will be confirmed by the SMAG on a no objection basis. An explanation of the decision shall be provided to the applicant by the Secretariat.

## **8. Contract and financing**

Projects will be financed from the CASM core fund administered by the Secretariat. The Secretariat will enter into appropriate agreements with the proponents on a case-by-case basis.

## **9. Advice, monitoring and evaluation of small projects**

A project may be assigned a resource person from among the Expert Advisory Group who would make themselves available to advise the executing counterpart upon request. If possible, the EAG member should work or reside in the same country. The degree of active participation of the assigned EAG member in advising the project would be at the discretion of the EAG member, as this activity is considered exclusively “ad honorem”.

Project reports according to the terms of the contract shall be submitted to CASM Secretariat. The format of project reports may vary according to characteristics, size and scope of the project, as well as according to the level of experience of the counterpart.

CASM or other parties assigned by CASM may - at any moment - perform official or informative visits to the project. The counterpart shall provide any available information (operational or financial) on request of the visitor(s). These visits, apart from providing first-hand impression about the project progress, have the purpose of exchanging experiences and deepening relationships.

## **10. Intellectual property**

The intellectual property of products, achievements and results of the small projects are shared property of CASM and the Counterpart. Each party will grant free access and free use of the information or technology generated to third parties, with the only restriction of the obligation of mentioning the intellectual proprietors (“public domain”).

## B – CASM Small Grants – Project Proposal Form

The proposal document does not need to be long (2 to 5 pages).

The proposal can be written in English, Spanish, French or Portuguese.

1. Main theme of proposed activity (e.g. environment, community, health and safety etc.)
2. Country/Region/Locality:
3. Organization:
4. Name(s) of proponents:
5. Address, incl. telephone, fax and e-mail:
6. Description (maximum 2 pages) :
7. What will be the result(s) or product(s) of the activity?
8. Who will benefit from the activity?
9. Who will be responsible to carry out the activity?
10. How long do you need to complete the activity (max. 6 months)?
11. How much money do you need to carry out the activity? Break it down into the following:
  - a. People
  - b. Travel expenses
  - c. Communication
  - d. Materials/supplies
  - e. Other
12. What will be your contribution to the carrying out of the activity (e.g. cash, people, infrastructure, etc.)?
13. Explain how the proposed activity corresponds to the CASM Small Grants goals and criteria (see guidelines above and About CASM web page (<http://www.casmsite.org/>)).

Please, send by fax or e-mail to the CASM secretariat.

Fax: +1-202-522 0396

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