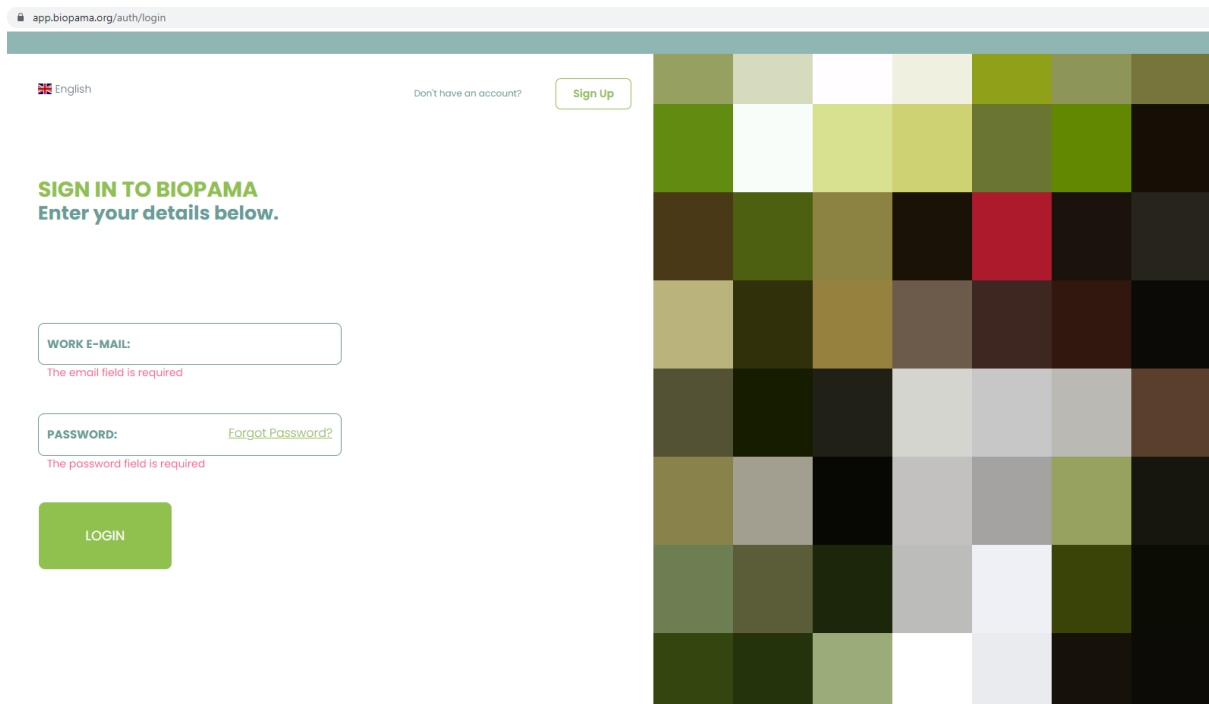


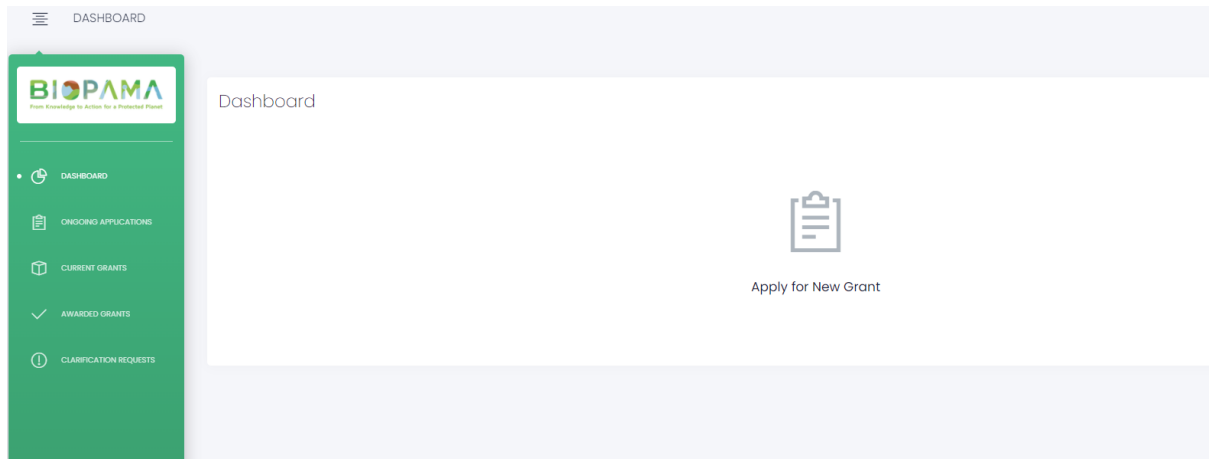
How to submit a BIOPAMA proposal on the portal – step by step guide.

1. Go to app.biopama.org – either sign up (if you don't already have an account), or login with your details.



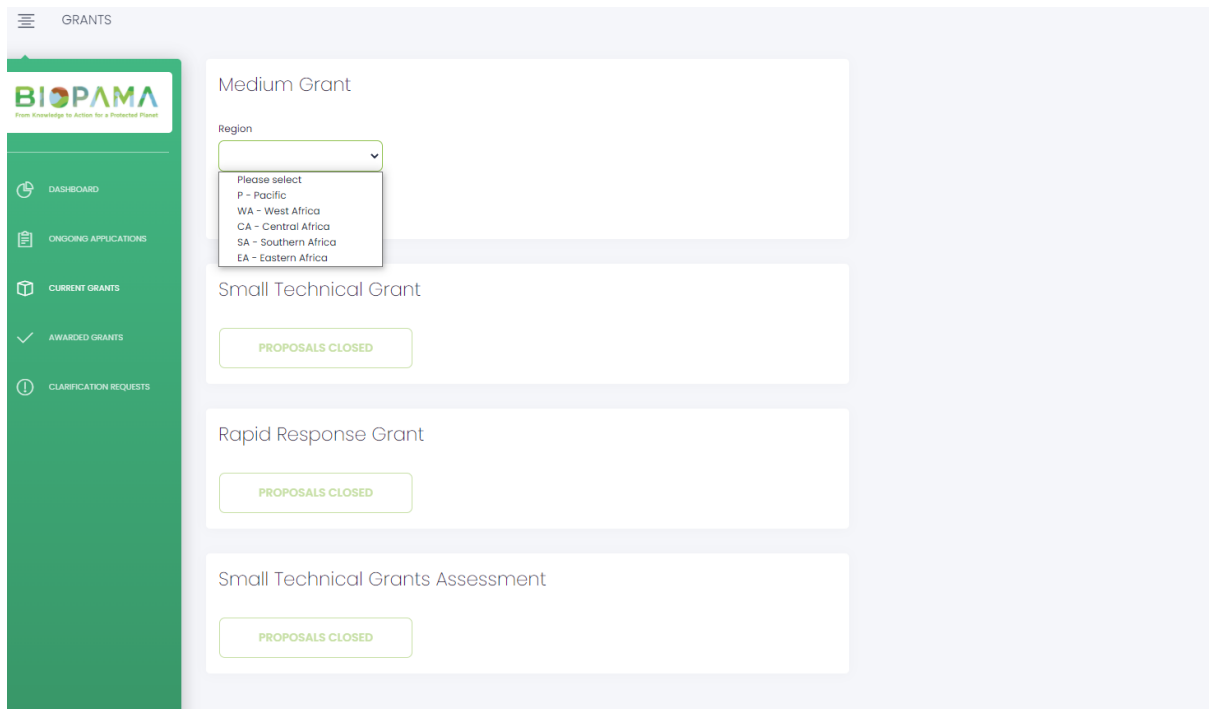
The screenshot shows the login page for the BIOPAMA portal. At the top left, there is a language selector for 'English' and a 'Sign Up' button for users who do not have an account. The main heading reads 'SIGN IN TO BIOPAMA' followed by 'Enter your details below.' Below this, there are two input fields: 'WORK E-MAIL:' and 'PASSWORD:'. The email field has a red error message: 'The email field is required'. The password field has a red error message: 'The password field is required' and a link for 'Forgot Password?'. A green 'LOGIN' button is positioned below the password field. The right side of the page features a decorative grid of colored squares in various shades of green, brown, and black.

2. Go to dashboard and click on 'Apply for New Grant'



3. If you apply for a medium grant, select the region you are applying from and click on Apply.

Important: in 2022, the eligibility conditions and objectives of the medium grant calls vary from one region to another. Make sure to read the relevant guidelines associated to the opened call/s in your region.



- Complete all the fields on your screen, and upload supporting documents when requested.

You can click on 'save progress' at the bottom of the page, if you would like to continue your application at a further stage, or 'next step' to go on the next tab.

1. OVERVIEW

Title of the project
Title of the project

Region
WA - West Africa

ACP Country(ies)
Please select

Priority area(s) targeted
Priority area(s) targeted

Registration number of the PA(s)
Registration number of the PA(s). Please indicate 'not listed' if the PA(s) is/are not listed in the World Database on Protected Areas.

PA(s) supervisory authority
PA(s) supervisory authority (please indicate the exact and full name)

Upload the acknowledgement of receipt from the supervisory authority
UPLOAD

Name of lead organisation
Name of lead organisation

Name of Co-applicant(s)
Name of Co-applicant(s)

BIOPAMA ACTION COMPONENT SPECIFIC OBJECTIVE(S) TO WHICH THE PROJECT AND ITS ACTIVITIES WILL CONTRIBUTE TO IN THE MEDIUM/LONG TERM. (MORE THAN ONE CAN BE SELECTED)

1. Enhance the management and governance of priority protected areas by addressing existing limitations (strengthening on-site infrastructure/equipment for patrolling, poaching control, developing capacity of staff).

2. Enforce the legal framework required to achieve effective biodiversity conservation.

3. Support local communities' initiatives aiming to enhance the livelihoods of local people whilst effectively contributing to protected areas management.

Priority(ies) for action that the project is aiming to address
Please specify here the targeted priority(ies) for action (not more than 2)
Please indicate here the reference of the document

Project enables data sharing with GIS and IIS
 Yes
 No (project is not eligible)

DIAGNOSTIC TOOLS USED TO IDENTIFY THE PROJECT PRIORITY(ES) FOR ACTION. (PLEASE TICK THE RELEVANT OPTION AND SPECIFY THE REFERENCE OF THE DOCUMENT)

Quantified management assessment tools (such as IMET, MET, RAPPAM, ect).

Quantified governance assessment tools (such as SAGE, SAFA, GAPFA).

Upload diagnostic tool file
UPLOAD

Select keywords for better identifying your project

Type of priority area (Please select the relevant option(s))

Marine Protected & Conserved Area
 Marine Managed areas
 Terrestrial Protected & conserved Area
 Indigenous and Community Conserved Area (ICCA)
 Privately Protected area
 Conservancy
 Key landscape for conservation
 KBAs
 Transboundary areas

Primary objective (Please select the relevant objective – 1 choice only)
 Governance
 Management Effectiveness
 Livelihoods

Target group(s) (Please select the relevant option(s))

Local communities
 Indigenous people
 Youth
 Women
 Private sector
 Farmers/fishermen
 National/local PA agency/PCA
 National Government
 Subnational Government

Main activity focus (Please select the relevant keyword(s))

Management plan
 Enforcement
 Legal framework/regulation
 Human-Wildlife conflict
 Ecosystem/habitat restoration
 Invasive Alien species

- Complete the fields of the next tabs ('Organization details', 'ESMS pre-screening questions', and 'Application and supporting document upload') and upload any requested supporting documents.

6. Once the fields are completed and documents are uploaded you can submit your application by clicking on 'submit application'.

Important: once the application is submitted, you will not be able to make any changes to it, so make sure to review all the information before submitting your application.

