

Application form for Darwin Initiative Extra Project Round 32: Stage 2

This Word version of the application form is for drafting purposes only, and has been developed to help applicants collaborate on their applications. Word limits must be respected and will be strictly enforced in Flexi-Grant. Please ensure you check all content when transferring across.

Please consider all personal information you are sharing with your application and remove if not necessary - this includes content of additional materials submitted in support of your application, such as CVs.

NOTE THAT APPLICATIONS SUBMITTED ON THIS FORM WILL BE DEEMED INELIGIBLE. SUBMISSION MUST BE VIA FLEXI-GRANT – bcfs.flexigrant.com

Submit on [Flexi-Grant](#) by **23:59 GMT on Monday 2nd November 2026**

Please read the guidance available on the [Darwin Initiative website](#) before completing this form.

Q1. Lead applicant contact details Notification of results will be to the lead applicant. Please also add contact details for the Project Leader if this is different from the lead applicant.	Lead Applicant:
Q2. Lead Organisation contact details This is the organisation that will administer the grant and coordinate the delivery of the project.	Project Leader (if different):
Q3. Project title (Max 10 words)	
Q4. Response to Stage 1 Concept Note feedback You must explicitly set out how and where you have addressed all the comments/feedback in the application form: briefly restating the feedback point, then clearly setting out how you have responded to it in the application. (Max 1,000 words)	

Q5. Summary of project

Please provide a brief summary of your project: the problem/need it is trying to address, its aims, and the key activities you plan on undertaking. Please note that this wording may be published and used to promote your project.

(Max 80 words)

Q6. Country(ies)

Which eligible country(ies) will your project be working in? You may add more rows if you need to provide details of more than four countries.

Country 1:	Country 2:
Country 3:	Country 4:

If you are proposing to work in an Upper Middle Income Country (see Annex A), please demonstrate your case for support with reference to the criteria in Section 1.3 of the guidance.

(Max 150 words)

Q7. Target biodiversity hotspots

Q7a. Please select all relevant biodiversity hotspots for your project. **Note you must include at least one relevant hotspot for each target country indicated above.** See section 1.2 of the guidance for more information, particularly on marine eligibility.

- ☐ Amazon
- ☐ Caribbean Islands
- ☐ Coastal Forests of Eastern Africa
- ☐ Congo Forests
- ☐ Eastern Afromontane
- ☐ Freshwater

- ☐ Guinean Forests of West Africa
- ☐ Himalaya
- ☐ Indo-Burma
- ☐ Madagascar & Indian Ocean Islands
- ☐ Marine
- ☐ New Guinea
- ☐ Philippines
- ☐ Sundaland
- ☐ Tropical Andes

Q7b. You should be working in at least one relevant hotspot per target eligible country. If you are additionally proposing activities which are focused outside of the relevant biodiversity hotspot(s), please provide a justification here.

(Max 100 words)

Q8. Project dates

Start date:	End date:	Duration (e.g. 2 years, 3 months):
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Q9. Budget summary

Darwin Initiative funding request (1 Apr – 31 Mar)	2027/28 £	2028/29 £	2029/30 £	2030/31 £	2031/32 £	Total request £
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Q10. Please ensure you clearly outline your matched funding arrangement in the budget. If none is proposed, please explain why?

(Max 150 words)

Q11. If you have a significant amount of unconfirmed matched funding, please clarify how you will deliver the project if you don't manage to secure this?

(Max 100 words)

Q12. Have you received, applied for, or plan to apply for any other UK Government funding for your proposed project or a similar project? If yes, give details. If you have received, applied for or plan to apply with similar projects, explain how your activities are distinct and complementary. Note that you cannot apply to OCEAN, GCBC or any of the Biodiversity Challenge Funds (BCFs) with the same project. (Max 150 words)	Yes/No
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Q13. Problem the project is trying to address

Please describe the problem your project is trying to address in terms of **biodiversity and its relationship with multi-dimensional poverty**.

For example, what are the causes of biodiversity loss, preventing conservation, and/or keeping people in multi-dimensional poverty that the project will attempt to address? Why are they relevant, for whom? How did you identify the need for your project? Please **cite the evidence** you are using to support your assessment of the problem (references can be listed in your additional attached PDF document). Evidence should be, where possible, derived from credible or verifiable sources.

(Max 500 words)

Q14. Evidence for Scaling

Darwin Initiative Extra projects should utilise and build on evidence from past Biodiversity Challenge Funds grants to demonstrate why the approach will deliver. Please provide evidence on how your proposed project will do this, including specific reference to the relevant past projects.

(Max 200 words):

Q15. Methodology

Describe the methods and approach you will use to achieve your intended Outputs and contribute towards your Outcome. Provide information on:

- how you have reflected on and incorporated **evidence and lessons learnt** from past and present similar activities and projects in the design of this project.
- the specific approach you are using, supported by **evidence** that it will be effective, and **justifying why you expect it will be successful** in this context.

- how you will undertake the work (activities, materials and methods).
- what the **main activities** will be and where these will take place.
- how you will **manage the work** (governance, roles and responsibilities, project management tools, risks etc.).

(Max 1,000 words)

Q16. Capability and Capacity

How will the project support the strengthening of capability and capacity of identified local and national partners, and stakeholders during its lifetime organisational or individual levels? Please provide details of what form this will take, who will benefit (noting GEDSI considerations), and the post-project value to the country.

(Max 500 words)

Q17. Gender Equality, Disability, and Social Inclusion (GEDSI)

All applicants must consider how their project will contribute to promoting equality between persons of different gender and social characteristics, with GEDSI considerations integrated into the design of the project.

Please complete a GEDSI Analysis for the project. You should refer to the six principles as outlined below, providing the **summary of findings and actions taken** within the table below, noting we would expect this to be supported by your own more comprehensive analysis. If your project is successful, you will be asked to refer back to this analysis upon regular reporting.

For more information on how to conduct a GEDSI Analysis please see the GEDSI Analysis 'How to Guide' and fully-worked samples on the [Gender Equality, Disability, and Social Inclusion](#) page on the Darwin Initiative website.

Principle	Summary of findings	Action
	<i>Please provide a summary of the findings under each of the six principles.</i>	<i>Outline the action that has been taken or the decision</i>

		<i>made based on these findings.</i>
Rights	<i>(Max 50 words)</i>	<i>(Max 50 words)</i>
Practice	<i>(Max 50 words)</i>	<i>(Max 50 words)</i>
Environment	<i>(Max 50 words)</i>	<i>(Max 50 words)</i>
Roles and Responsibilities	<i>(Max 50 words)</i>	<i>(Max 50 words)</i>
Representation	<i>(Max 50 words)</i>	<i>(Max 50 words)</i>
Resources	<i>(Max 50 words)</i>	<i>(Max 50 words)</i>

Q18. Change expected

Detail the **expected changes and benefits to both biodiversity and poverty reduction**, and links between them, this work will deliver. You should identify what will change and who will benefit **a)** in the **short-term** (i.e. during the life of the project) and **b)** in the **long-term** (after the project has ended).

You should include estimated figures where possible (e.g., hectares better protected, number of households benefiting). The number of communities is insufficient detail – number of households should be the largest unit used. A Gender Equality, Disability, and Social Inclusion (GEDSI) Analysis should inform your understanding of the project context, the people the project will work with, and how they will benefit from the project.

(Max 750 words)

Q19. Pathway to change

Please outline your project's expected pathway to change. This should be an overview of the overall project logic and outline **why and how** you expect your Outputs to contribute towards your overall Outcome and, in the longer term, your expected Impact.

This should directly relate to your overall project's **Theory of Change** which must be uploaded alongside your application in Flexi-Grant.

See the separate Monitoring, Evaluation and Learning Guidance for further information on your Theory of Change.

(Max 300 words)

Q20. Sustainable benefits and scaling potential

Q20a. How will the project reach a point where benefits can be sustained post-funding? How will the required knowledge and skills **remain available** to sustain the benefits? How will you ensure your data and evidence will be accessible to others?

(Max 150 words)

Q20b. If your approach works, what potential is there for scaling the approach further? What might prevent scaling, and how could this be addressed?

(Max 150 words)

Q21. Risk Management

Please outline the **7 key risks** to achievement of your Project Outcome and how these risks will be managed and mitigated, referring to the Risk Guidance. This should include at least one Fiduciary, two Safeguarding, and one Delivery Chain Risk.

Projects should also draft and submit their initial risk register, using the template provided, with their application.

Risk Description	Impact	Probability ¹	Inherent Risk	Mitigation	Residual Risk
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¹ Likelihood: Almost certain (>80%), Likely (>50%<80%), Possible (>20%<50%), Unlikely (>5%<20%), Rare (<5%)

Fiduciary (financial): funds not used for intended purposes or not accounted for (fraud, corruption, mishandling or misappropriated).					
[50 words]				[50 words]	
Safeguarding: risk of sexual exploitation abuse and harassment (SEAH), or unintended harm to beneficiaries, the public, implementing partners, and staff.					
[50 words]				[50 words]	
Safeguarding: risks to health, safety and security (HSS) of beneficiaries, the public. Implementing partners, and staff.					
[50 words]				[50 words]	
Delivery Chain: the overall risk associated with your delivery model.					
[50 words]				[50 words]	
Risk 5					
[50 words]				[50 words]	
Risk 6					
[50 words]				[50 words]	
Risk 7					
[50 words]				[50 words]	

Projects operate in a wide range of contexts and may face risks specific to their activities. In some cases, particular approaches may require additional checks or assurance before implementation.

To support Defra in identifying where this may be necessary, please indicate whether your project includes any of the following activities (see Section 2.7 of the guidance).

This information will not affect your eligibility for funding. It is used to ensure that risks are appropriately understood and managed, and that the necessary assurance processes are in place before project activities begin.

☐ Activities related to security and enforcement. This includes any work with rangers (including training and patrolling) and can include work with formal agencies as well as community-led enforcement

☐ Activities working in the criminal justice system

☐ Family planning approaches (e.g. provision of or support for contraception, reproductive health services, or activities aimed at influencing decisions about family planning)

- ☐ Project activities located in area where groups have historically been displaced and this displacement remains relevant to the proposed project
- ☐ Work specifically targeting LGBTQ+ communities
- ☐ Working with children
- ☐ Working in a drought- and natural-disaster prone area
- ☐ Working in an extreme poverty area

Q22. Project sensitivities

Please indicate whether there are sensitivities associated with this project that need to be considered if details are published (detailed species location data that would increase threats, political sensitivities, prosecutions for illegal activities, security of staff etc.). Please note your response to this question won't influence the outcome of your application.

Yes/No

If yes, please provide brief details

(Max 100 words)

Q23. Workplan

Provide a project workplan that shows the key milestones in project activities. Complete the Word template to show the intended workplan for your project ready for upload on Flexi-Grant.

Please add/remove columns to reflect the length of your project. For each activity (add/remove rows as appropriate) indicate the number of months it will last, and fill/shade only the quarters in which an activity will be carried out.

Q24. Monitoring, evaluation and learning (MEL)

Describe how the performance of the project will be monitored and evaluated, making reference to who is responsible for the project's MEL.

Darwin Initiative projects are expected to be adaptive and you should detail how the monitoring and evaluation will feed into the delivery of the project including its management. MEL is expected to be built into the project and not an 'add' on. It is as important to measure for negative impacts as it is for positive impact. Additionally, please indicate an approximate budget and level of effort (person days) to be spent on MEL (see Finance Guidance).

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Projects are not expected to undertake formal impact evaluation in all cases. All projects should, however, report on outcomes and, where relevant, higher-level impacts through the Standard Indicators and their project indicators. More robust research-oriented impact evaluation approaches should only be proposed where they are likely to add clear value, are feasible within the project design, and are supported by sufficient capability, capacity and resources. Where these conditions are not met, the focus should be on strong

monitoring of Standard Indicator and project indicators, learning, and adaptive management.

If planning to, expand on how the project will evaluate the outcome or impact of its interventions including:

- the main impact/outcome question or hypothesis,
- the evaluation method you would use including
 - the minimum data you will collect (and what you already have),
 - the proposed evaluation approach category (for example theory-based, counterfactual, or hybrid),
 - ethical and operational constraints.
- evidence that the proposed evaluation is feasible, proportionate, and adequately resourced

Overly complex or under-resourced evaluation plans may reduce confidence in the feasibility of the proposal.

Darwin Initiative Extra Projects are required to commission an **Independent Final Evaluation** to report by the time that the project completes. The cost of this should be included in the project budget, and within the total project cost for MEL.

(Max 500 words)	
Independent Final Evaluation	£ and %
Total project budget for MEL (this may include Staff and Travel and Subsistence Costs)	£ and %
Number of days planned for MEL	

Q25a. Logical Framework (logframe)

Darwin Initiative projects will be required to monitor and report against their progress towards their Outputs and Outcome. This section sets out the expected Outputs and Outcome of your project, how you will measure progress against these and how we can verify this.

Refer to the Monitoring, Evaluation and Learning Guidance and the Standard Indicators Guidance when developing your logframe.

The **logframe template** (N.B. there is a different template for Stage 1 and Stage 2) should be downloaded from Flexi-Grant, completed and uploaded as a PDF within your Flexi-Grant application – **please do not edit the logframe template structure (other than adding additional Outputs if needed) as this may make your application ineligible**. In the application form, you will be asked to copy the Impact, Outcome and Output statements and activities - these should be identical to your uploaded logframe.

Q25b. Standard Indicators

In addition to your Project Indicators in your logframe please outline which Standard Indicators you can report on including your expected targets by project end.

Darwin Initiative projects are required to report against a minimum of three Standard Indicators. If you can report against more than three Standard Indicators, this is strongly encouraged. Try to select indicators from as many groups as is feasible for your project and its context.

The following indicators are strongly recommended as they align with Defra priorities and global frameworks. You should provide an expected target for at least one **key biodiversity** and one **key poverty** focused indicator which will be achieved by the end of your project. It should be clear from your uploaded Theory of Change how these results map to your project's activities, Outputs and overall Outcome.

Key biodiversity-focused indicators

- DI-B07: Number of policies with biodiversity provisions enacted or amended
- DI-D01: Area of land or sea under ecological management
 - including sub-indicators for sustainable practices, restoration, and new designations
- DI-D02: Ecosystem loss and degradation avoided
- DI-D07: Number of threatened species with improving conservation status

Key poverty-focused indicators

- DI-D03: Number of people with enhanced livelihoods
 - Including sub-indicators for sustainable livelihoods created or protected, and number of people with improved income
- DI-D04: Number of people with enhanced wellbeing
 - Including sub-indicators for number of people with improved food security, access to water, health, education, security, social relations and freedom of choice and action
- DI-D05: Number of people whose climate and disaster resilience has improved
 - Including sub-indicator - Number of people supported to better adapt to the effects of climate change

Complete the table below, providing expected final results. Provide disaggregated targets where applicable.

Standard Indicator Ref & Wording	Project Output or Outcome this links to	Target number by project end	Provide disaggregated targets here
<i>e.g. DI-A01: Number of people in eligible countries who have</i>	<i>e.g. Output indicator 3.4 / Output 3</i>	<i>e.g. 60</i>	<i>e.g. 30 non-indigenous women;</i>

<i>completed structured and relevant training</i>			<i>30 non-indigenous men</i>

If you cannot identify three Standard Indicators you can report against, please justify this here.

(Max 100 words)

Q26. Budget

Please complete the appropriate Excel spreadsheet (available on [Flexi-Grant](#)), which provides the Budget for this application and ensure the Summary page is fully completed. Some of the questions earlier and below refer to the information in this spreadsheet.

Please refer to the Finance guidance for more information.

Please ensure you include any matched funding figures in the Budget spreadsheet to clarify the full budget required to deliver this project.

N.B.: Please state all costs by financial year (1 April to 31 March) and in GBP. The Darwin Initiative cannot agree any increase in grants once awarded.

Please upload the Lead Organisation's accounts at the certification page at the end of the application form. **Please note the next section is about the financial aspects of your project, rather than technical elements.**

Q27. Alignment with other funding and activities

We expect projects to clearly demonstrate that they are **additional** and **complementary** to other activities and funding in the same geographic/thematic area or region.

Are you aware of any other organisations/projects carrying out or planning activities, or applying for funding for similar work in this geography or sector?

If yes, please give details explaining similarities and differences, and explaining how your work will be additional, avoiding duplicating and conflicting activities and what attempts have been/will be made to co-operate with and share lessons learnt for mutual benefit.

(Max 300 words):

Q28. Value for Money

Please demonstrate why your project is good value for money in terms of impact and cost-effectiveness of each pound spend (economy, efficiency, effectiveness, additionality, and equity). Why is it the best feasible project for the amount of money to be spent? Please make sure you read the guidance documents, before answering this question.

(Max 500 words)

Q29. Capital items

If you plan to purchase capital items with Darwin Initiative funding, please indicate what you anticipate will happen to the items following project end. If you are requesting more than 10% capital costs, please provide your justification here.

(Max 300 words)

Q30. Safeguarding

All projects funded under the Biodiversity Challenge Funds must ensure proactive action is taken to promote the welfare and protect all individuals involved in the project (staff, implementing partners, the public and beneficiaries) from harm. In order to provide assurance of this, projects are required to have specific procedures and policies in operation.

Please upload the following mandatory policies:

- **Safeguarding and/or PSEAH Policy:** including a statement of commitment to safeguarding and a zero tolerance statement on inaction to harassment and sexual exploitation and abuse. Policy should include a commitment to either Core Humanitarian Standard (CHS), IASC minimum operating standards for PSEA MOS-PSEA) or CAPSEAH minimum standards.
- **Whistleblowing Policy:** which details a clear process for dealing with concerns raised and protects whistle blowers from reprisals.
- **Code of Conduct:** which sets out clear expectations of behaviours – inside and outside the workplace – for staff and volunteers involved in the project and makes clear what will happen in the event of non-compliance or breach of these standards.

In addition, please share the following optional policy:

- **Health, Safety and/or Security policy or Security Plan:** that outlines a plan on how to mitigate and respond to potential health, safety and security threats.

If any of these policies are integrated into a broader policy document or handbook, please upload just the relevant or equivalent sub-sections to the above policies, with (unofficial) English translations where needed.

Please outline how your project will ensure:

- (a) beneficiaries, the public, implementing partners, and staff are made aware of your safeguarding commitment and how they can confidentially raise a concern,
- (b) safeguarding issues are investigated, recorded and what disciplinary procedures are in place when allegations and complaints are upheld,
- (c) you will ensure project partners also meet these standards and policies.

Indicate which minimum standard protocol your project follows and how you meet those minimum standards, i.e. CAPSEAH, CHS, IASC MOS-PSEA. If your approach is currently limited or in the early stages of development, please clearly set out your plans to address this.

(Max 300 words)

Defra recommend you appoint a safeguarding focal point to ensure the project's PSEAH work is taken forward. This can be a separate member of staff or a current member of staff who spends a proportionate amount of time for safeguarding and PSEAH activities. Please name this individual here - this person should also be included in your overall staff list at Q34 and in your budget.

(Max 10 words)

Q31. Ethics

Outline your approach to meeting the **key principles of good ethical practice**, as outlined in the guidance.

(Max 200 words)

Q32. British embassy or high commission engagement

It is important for UK Government representatives to understand if UK funding might be spent in the project country/ies. Please indicate if you have contacted the relevant British embassy or high commission to discuss the project and attach details of any advice you

have received from them. Please note that some embassies or high commissions may not be able to respond to you but your project will not be penalised for a lack of response.

Yes (please attach evidence of request or advice if received)		No	
If no, why not? (Max 50 words)			

As noted in the guidance (section 2.8), you should allocate a portion of your budget to support engagement between British embassy or high commission staff and your project. Please indicate the budget you have allocated and provide a short summary of when you think would be most suitable for your project.

£	(Max 50 words)
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Q33. Project staff

Please identify the core staff (identified in the budget), their role and what % of their time they will be working on the project. Please provide 1-page CVs or job description, further information on who is considered core staff can be found in the Finance Guidance. Please include up to 12 rows if necessary.

Name (First name, surname)	Role	% time on project	1 page CV or job description attached?*
	Project Leader		Yes/No
			Yes/No
			Yes/No

*If you cannot provide a CV or job description, please explain why not.

Q34. Project Partners

Please list all the Project Partners (including the Lead Organisation who will administer the grant and coordinate delivery of the project), clearly setting out their roles and responsibilities in the project including **the extent of their engagement so far**.

This section should demonstrate the capability and capacity of the Project Partners to successfully deliver the project. **Please provide Letters of Support for all project partners or explain why this has not been included. The order of the letters must be the same as the order they are presented in below.**

Please copy/delete boxes for more or fewer partnerships.

The partners listed here should correspond to the **Delivery Chain Risk Map** (within the Risk Register template) you should upload alongside your application in Flexi-Grant.

Lead Organisation name:	
Website address:	
Why is this organisation the Lead Organisation, and what value to they bring to the project? (including specific roles, responsibilities and capabilities and capacity):	(Max 200 words)
International/In-country Partner	International/In-country
Allocated budget:	(proportion or value)
Representation on the Project Board (or other management structure)	Yes/No
Have you included a Letter of Support from the Lead Organisation?	Yes/No If no, please provide details (Max 50 words)

Partner Name:	
Website address:	
What value does this Partner bring to the project? (including specific roles, responsibilities and capabilities and capacity):	(Max 200 words)
International/In-country Partner	International/In-country
Allocated budget:	(proportion or value)
Representation on the Project Board (or other management structure)	Yes/No

Have you included a Letter of Support from this partner?	Yes/No If no, please provide details (Max 50 words)
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Partner Name:	
Website address:	
What value does this Partner bring to the project? (including specific roles, responsibilities and capabilities and capacity):	(Max 200 words)
International/In-country Partner	International/In-country
Allocated budget:	(proportion or value)
Representation on the Project Board (or other management structure)	Yes/No
Have you included a Letter of Support from this partner?	Yes/No If no, please provide details (Max 50 words)

The Darwin Initiative requires that you have an in-country partner for all target countries. If you are working in a country but do not have an in-country partner, please explain why.

(Max 50 words)

Q35. Lead Organisation Capability and Capacity

Has your organisation been awarded Biodiversity Challenge Funds (Darwin Initiative, Darwin Plus or Illegal Wildlife Trade Challenge Fund) funding before (for the purposes of this question, being a partner does not count)?

Yes/No

If yes, please provide details of the most recent awards (up to 6 examples).

Reference No	Project Leader	Title

If no, please provide the below information on the Lead Organisation.

What year was your organisation established/ incorporated/ registered?	
What is the legal status of your organisation?	NGO Yes/No Government Yes/No University Yes/No Other (explain, max 25 words)
How is your organisation currently funded?	(Max 100 words)

Describe briefly the aims, activities and achievements of your organisation. Large organisations please note that this should describe your unit or department.

Aims (50 words)
Activities (50 words)
Achievements (50 words)

Provide detail of 3 contracts/projects held by the Lead Organisation that demonstrate your credibility as an organisation and provide track record relevant to the project proposed. These contracts/awards should have been held in the last 5 years and be of a similar size to the grant requested in your application.

Contract/Project 1 Title	
Contract Value/Project budget (include currency)	
Duration (e.g. 2 years 3 months)	
Role of organisation in project	(Max 50 words)
Brief summary of the aims, objectives and outcomes of the project	(Max 100 words)
Client/independent reference contact details (Name, e-mail)	(Max 25 words)

Contract/Project 2 Title	
Contract Value/Project budget (include currency)	
Duration (e.g. 2 years 3 months)	
Role of organisation in project	(Max 50 words)
Brief summary of the aims, objectives and outcomes of the project	(Max 100 words)

Client/independent reference contact details (Name, e-mail)	(Max 25 words)
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Contract/Project 3 Title	
Contract Value/Project budget (include currency)	
Duration (e.g. 2 years 3 months)	
Role of organisation in project	(Max 50 words)
Brief summary of the aims, objectives and outcomes of the project	(Max 100 words)
Client/independent reference contact details (Name, e-mail)	(Max 25 words)

Q36. Use of Artificial Intelligence

Please indicate whether Artificial Intelligence (AI) tools were used in preparing this application. If yes, check box to confirm that all outputs were verified and no sensitive data was entered into insecure tools:

- ☐ Yes
☐ No

If yes, briefly describe in the box below:

- Which and how AI tools were used including for which tasks, at what stage, and for what purpose
- How outputs were reviewed and verified to ensure accuracy and reliability.

If you answer no, you do not need to provide any further information. If it is found that AI tools have been used without acknowledgement, then the application may be deemed to be ineligible.

This declaration does not apply to the use of basic tools, such as tools used to check grammar, spelling and references.

(Max 100 words)

Certification

On behalf of the trustees/company* of
(*delete as appropriate)

I apply for a grant of £ in respect of **all Darwin Initiative expenditure** to be incurred during the lifetime of this project based on the activities and dates specified in the above application.

I certify that, to the best of our knowledge and belief, the statements made by us in this application are true and the information provided is correct. I am aware that this application form will form the basis of the project schedule should this application be successful.
(This form should be signed by an individual authorised by the applicant institution to submit applications and sign contracts on their behalf.)

- I have enclosed CVs for key project personnel, cover letter, letters of support, a budget, risk register (inclusive of delivery chain risk map), logframe, theory of change, Safeguarding and associated policies, and project workplan (uploaded at appropriate points in the application).
- Our last two sets of signed audited/independently verified accounts and annual report (covering three years) are also enclosed.

Name (block capitals)	
Position in the organisation	

Signed

Date:

Checklist for submission

	Check
I have read the Guidance , including the “Darwin Initiative Guidance”, “Monitoring Evaluation and Learning Guidance”, “Standard Indicator Guidance”, “Risk Guidance”, and “Finance Guidance”.	
I have read, and can meet, the current Terms and Conditions for this fund.	
I have provided actual start and end dates for the project.	
I have provided my budget based on UK government financial years i.e. 1 April – 31 March and in GBP.	
I have checked that the budget is complete , correctly adds up and I have included the correct final total at the start of the application.	
The application has been signed by a suitably authorised individual (clear electronic or scanned signatures are acceptable).	
I have attached the below documents to my application:	
a cover letter from the Lead Organisation.	
a risk register, including delivery chain risk map, as an Excel file using the template provided	
a completed logframe as a PDF using the template provided and using “Monitoring Evaluation and Learning Guidance” and “Standard Indicator Guidance”.	
a 1 page Theory of Change as a PDF which includes the key elements listed in the guidance	
a budget (which meets the requirements above) using the template provided.	
a signed copy of the last 2 annual report and accounts (covering three years) for the Lead Organisation, or provided an explanation if not.	
a completed workplan as a PDF using the template provided.	
a copy of the Lead Organisation’s Safeguarding Policy, Whistleblowing Policy and Code of Conduct (Question 30).	
a copy of the Lead Organisation’s Health, Safety and/or Security policy or Security Plan (Question 30)	
1 page CV or job description for all the Project Staff identified at Question 33, including the Project Leader, or provided an explanation of why not, combined into a single PDF.	
a letter of support from the Lead Organisation and partner(s) identified at Question 34, or an explanation of why not, as a single PDF.	
I have been in contact with the FCDO in the project country(ies) and have included any evidence of this. If not, I have provided an explanation of why not.	
The additional supporting evidence is in line with the requested evidence, amounts to a maximum of 5 sides of A4, and is combined as a single PDF.	
I have checked the Darwin Initiative website immediately prior to submission to ensure there are no late updates.	
I have read and understood the Privacy Notice on the Darwin Initiative website .	
I confirm that, where AI has been used, all content has been checked for accuracy and reflects real project information.	
(If copying and pasting into Flexi-Grant) I have checked that all the responses have been successfully copied into the online application form.	

Ensure you submit this application on Flexi-Grant .	
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Once you have completed the checklist above, please submit via the [Flexi-Grant portal](#), not later than **23:59 GMT on Monday 2nd November 2026**.

Data protection and use of personal data

Information supplied in the application form, including personal data, will be used by Defra as set out in the **Privacy Notice**, available from the [Darwin Initiative website](#).

This **Privacy Notice must be provided to all individuals** whose personal data is supplied in the application form. Some information may be used when publicising the Darwin Initiative including project details (usually title, Lead Organisation, Project Leader, location, and total grant value).