



PLANET  
INDONESIA

# Planet Indonesia Grant Manual & Guidelines



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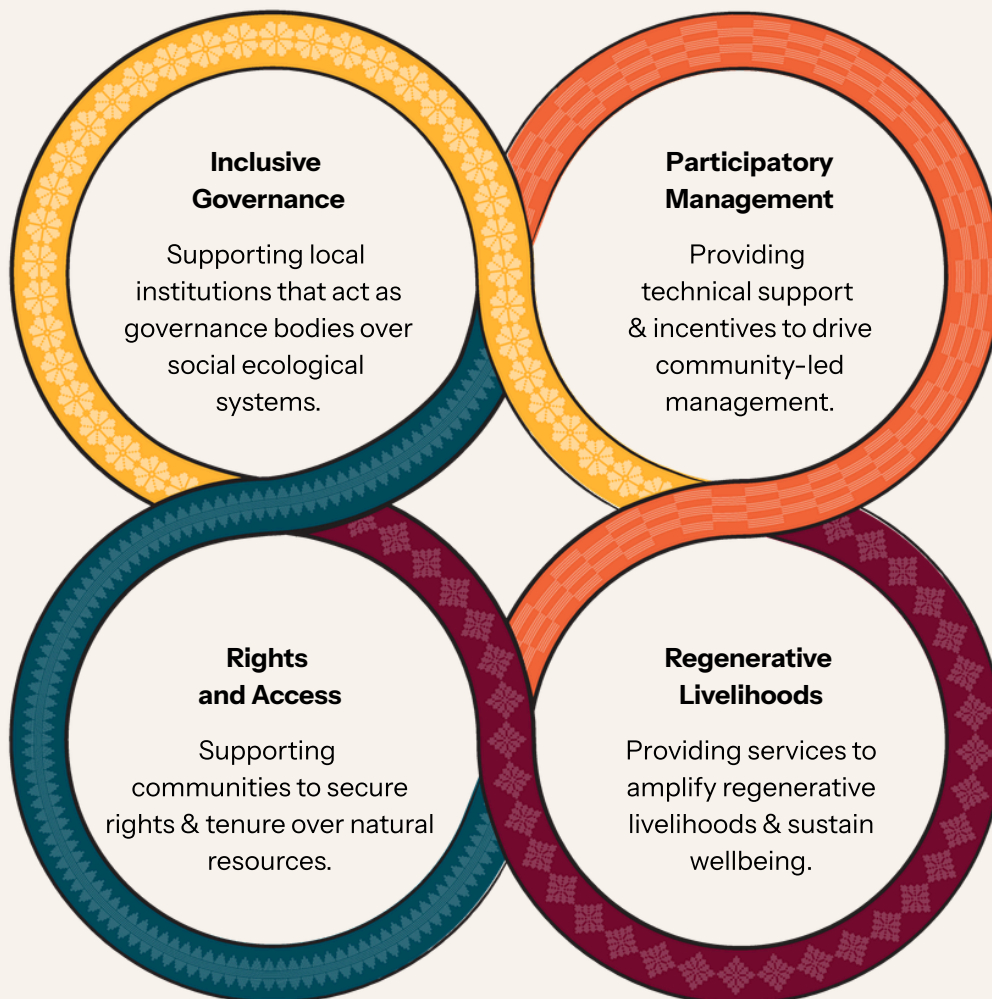
# How we work with communities

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Yayasan Planet Indonesia (YPI) exists to respond to the environmental crisis in tropical regions, driven by policies that fail to protect people and nature, and by rapid changes that harm everyone. Local communities are the ones most affected, yet they are often excluded from conservation and climate agendas.

YPI applies a rights-based approach to advance climate and environmental justice for Indigenous Peoples and Local Communities. Our work focuses on four key areas:

## The core model



For over a decade, YPI has implemented its core model directly with communities in West Kalimantan. In 2022 YPI began expanding our support and scaling our model with Civil Society Organizations (CSOs) outside West Kalimantan. In this approach, partner organizations lead their programs while YPI provides technical support, adaptive funding, and institutional strengthening tailored to each partner's needs and capacities.

The goal is to be partner-driven, impact-oriented, and embodying power-with vs power-over. Elements of YPI's approach in West Kalimantan, such as strengthening Community Governance Institutions, integrating conservation with increased livelihoods, and collaborating with village governments, serve as learning points for two-way reflection, rather than a uniform model.

This guide outlines YPI's partnership model outside of West Kalimantan. It aims to support local organizations in leading transformation towards healthy tropical ecosystems and thriving communities through context-specific, community-strength-based approaches.

***“The goal is partner-driven, impact-oriented, and focused on power-with (shared power), not power-over (one-sided power).”***



# The values that shape our work

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## Power-with, not power-over

We reject top-down approaches. We build partnerships that are equitable, co-led, and co-created.



## Co-design and reflection

We design programs together with our partners and prioritize reflection and adaptation as core to how we work.



## Relational, not transactional

Our partnerships grow from trust and long-term relationships, not from short-term contracts or funding cycles.



## Context-specific, strength-based

We support partners to lead with approaches that are grounded in their own ecosystems, communities, and knowledge.



## Community-led with justice at the core

Impact is only meaningful when it is owned and led by local communities, especially marginalized groups such as women and youth. This principle ensures our collective work advances justice, equity, diversity, and social inclusion.



## Scaling with, not scaling through

We grow by strengthening partner capacity and learning together, not by treating partners as implementers of our model.



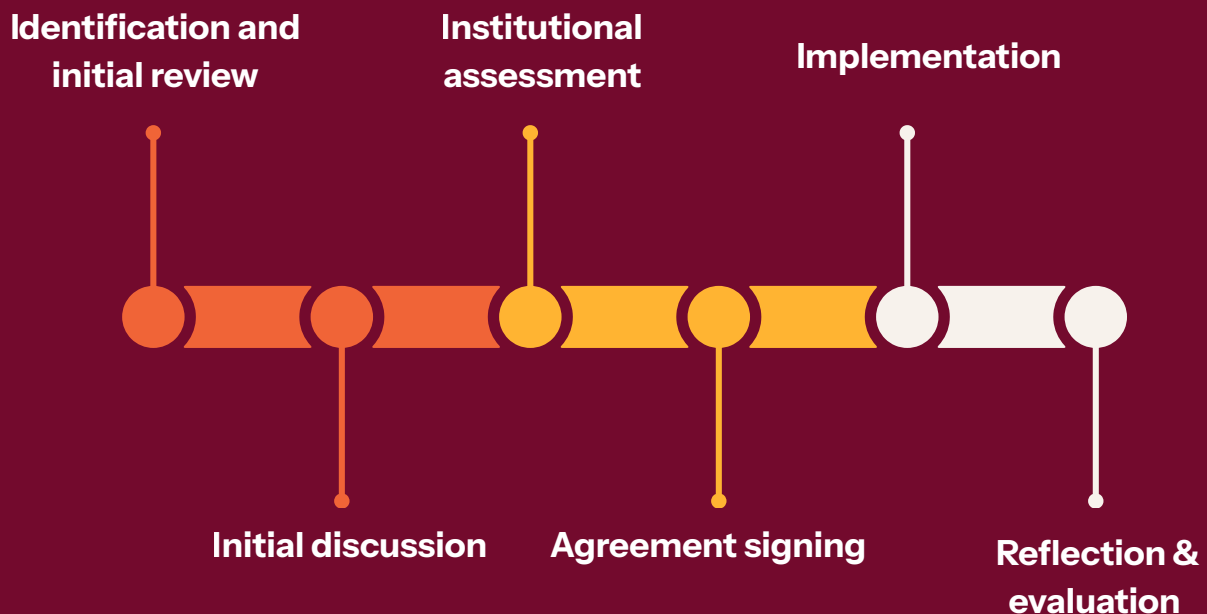
# Section 1:

## How we select and build partnerships

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YPI develops partnerships through a step-by-step process grounded in trust and mutual understanding. We do not open public calls for proposals. Instead, we proactively build relationships with organizations that have demonstrated a commitment to protecting tropical ecosystems and improving community well-being.

Each stage of the process is designed to ensure alignment in values, strategic direction, and institutional capacity as the foundation for long-term collaboration and impact.



# 1.1 Steps toward partnership

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1.

## Identification and initial scoping

YPI maps civil society organizations working in areas of high conservation value with a focus on community rights. This stage includes reviewing public documents, gathering referrals, observing field activities, and participating in cross-organizational forums.

2.

## Dialogue and field visits

When values and goals align, further discussion are had on challenges, organizational history, community dynamics, and potential opportunities for collaboration, and a site visit may be conducted.

3.

## Joint institutional assessment and due diligence

Together, YPI and the partner conduct an assessment of the organization's legal status, governance structure, financial system, reporting mechanism, and track record in managing external funding.

4.

## Agreement signing

If both parties agree, a formal Memorandum of Understanding (MoU) and program agreements are co-developed, outlining roles, responsibilities, and communication mechanisms throughout the partnership.

5.

## Implementation and support

Partners lead program implementation, YPI backs them with technical support, flexible-but-responsible funding, and tools to support delivery.

6.

## Reflection and evaluation

Periodically, we reflect together on what worked, what didn't, and what we learned. We assess the program's impact, the organization's growth, and the partnership's next steps.

# 1.2 What we look for in partners

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YPI considers several key criteria to ensure alignment and strong collaboration.



## Organizational structure & legality

Legally registered with active, committed leadership.



## Work area

Operates in or near key conservation landscapes.



## Organizational values

Shares our community-centered values and mission.



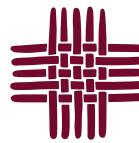
## Program experience

Has prior or ongoing work in conservation or community development.



## Field Team

Has facilitators or staff based in partner sites.



## Grant management

Experienced in managing grants or sub-grants responsibly.



## Program approach

Integrates rights, livelihoods, and conservation.



## Readiness for collaboration

Legally registered with active, committed leadership.



## Target communities

Works with small-scale farmers, fishers, or last-mile groups.



# Section 2: Impact-Based Partnership Framework

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YPI's partnerships are built on shared impact goals. We only collaborate with organizations that demonstrate a genuine commitment to achieving change in two priority areas:

## Healthy Ecosystems & Thriving Communities



We respect the autonomy and local knowledge of each partner. However, YPI's partnership support and grant-making are only extended to organizations committed to contributing to these **two impact areas**. This is the baseline requirement for working with YPI.

## 2.1 Shared Impact Indicators:

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To ensure our collective work delivers meaningful change, partners are asked to select and commit to **at least one indicator from each category** below:

### Healthy Ecosystems

1. Reduction in forest cover loss (satellite imagery)
2. Increase in carbon values (remote sensing)
3. Changes in fish biomass (coastal or inland)
4. Changes in Catch per Unit Effort (CPUE) in community-based fisheries
5. Trends in key species populations

### Thriving Communities

1. Community governance index score
2. Financial and food security (household surveys)
3. Household socio-economic data and access to basic services (government data)

Data collection and analysis are carried out collaboratively. YPI and partners share responsibilities based on their respective strengths in methods, technical capacity, and field approaches.



YAYASAN  
PLANET  
INDONESIA



MENTRAP PUGAN  
DUSUN LADAK

**RUMAH  
PELAYANAN USAHA  
MASYARAKAT KONSERVASI  
(PUMK)**

**DUSUN LADAK DESA MERAGUN KECAMATAN  
NANGA TAMAN KABUPATEN SEKADAU  
KALIMANTAN BARAT**



# Section 3:

## Types of funding support and their pathways

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### There are three funding pathways

These are designed to match each partner's needs and readiness.

#### 1. Regranting

YPI disburses funds directly to partner organizations for program implementation and technical support is provided as agreed. These funds are unrestricted, focusing on long-term impact. This is our most common mechanism.

#### 2. Co-Granting

YPI and partners jointly develop proposals for government or philanthropic donors. Implementation and reporting responsibilities are shared according to roles. In this scheme, YPI may act as lead applicant, subgrantee, or consortium coordinator depending on the funding structure. Collaboration follows the donor's requirements, which may include specific impact indicators or restrictions on fund use.

#### 3. Connecting to Funders

YPI connects partners with relevant funding opportunities. In this scheme, partners lead the fundraising process, manage donor relations, and oversee funds and reporting independently.

# 1. Regranting

YPI provides three types of grants to support partners at different stages of growth and program maturity. Each type is designed to meet specific needs, from piloting ideas to scaling proven approaches or strengthening institutions.

Type of Grant	Annual Value (USD)	Purpose	Who/Example
<b>Small Grant</b>	5,000 - 30,000	Supports early-stage, pilot, or community-based initiatives testing new ideas or partnerships.	Local CSOs initiating new governance or livelihood activities.
<b>Medium to Large Grant</b>	50,000+	Funds integrated, multi-sector, or landscape-scale programs with broader impact.	Mature partners scaling proven conservation or community models.
<b>Organizational Development Grant</b>	1,000 - 30,000	Strengthens institutional systems like finance, HR, or communications. Case-by-case basis.	Training, strategy development, or system upgrades for partners.

These flexible grants enable partners to design context-driven solutions and adapt activities to local needs.

## 2. Co-Granting

This scheme involves joint proposal development and consortium building between YPI and partners. Funding conditions are set by the external donor, and implementation is shared.

<b>Funding Size</b>	<b>Depends on the external donor priorities and available budget</b>
<b>Due Diligence</b>	<b>May include additional requirements from donors</b>
<b>Restrictions</b>	<b>Program design aligns with the scope and priorities of the donor and the specific grant applied for</b>
<b>Additional Obligations</b>	<b>May include reporting, audits, and administrative compliance</b>

## 3. Connecting to Funders

In this scheme, YPI acts as a connector between partners and donors, ensuring partners have space to represent their own work. For example, in 2024, YPI hosted the Connect Summit, a forum that brought together more than 40 funders with local CSOs leading change on the ground.

*See Appendix 5 for more details.*



# Section 4: Regranting Strategy and Requirements

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**This section focuses on the Regranting mechanism from YPI to partner organizations.**

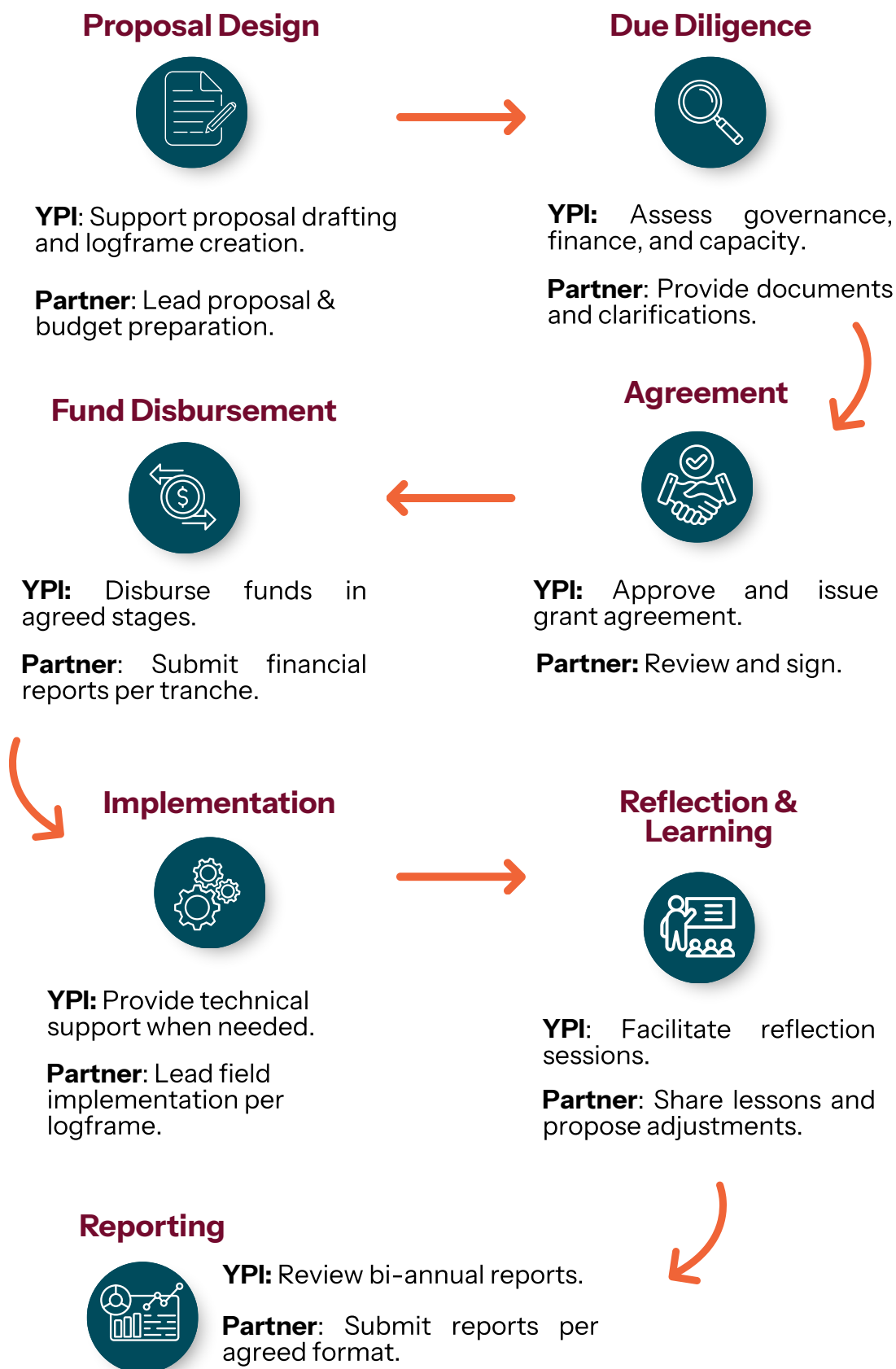
While Mechanisms 2. Co-granting and 3. Connecting to funders are managed on a case-by-case basis—often requiring us to adapt strategies, indicators, or management approaches to the external donor. In regranting, funds are flexible and not tied to rigid outputs. The priority is to strengthen partners’ long-term impact rather than chasing short-term targets.

Partners develop their own funding plans based on organizational strategies and local contexts, while YPI facilitates alignment to ensure these plans contribute to shared impact goals.



*“Our priority is to support partners in strengthening long-term impact, not merely fulfilling short-term targets.”*

## 4.1 Regranting: Step-by-Step Roles



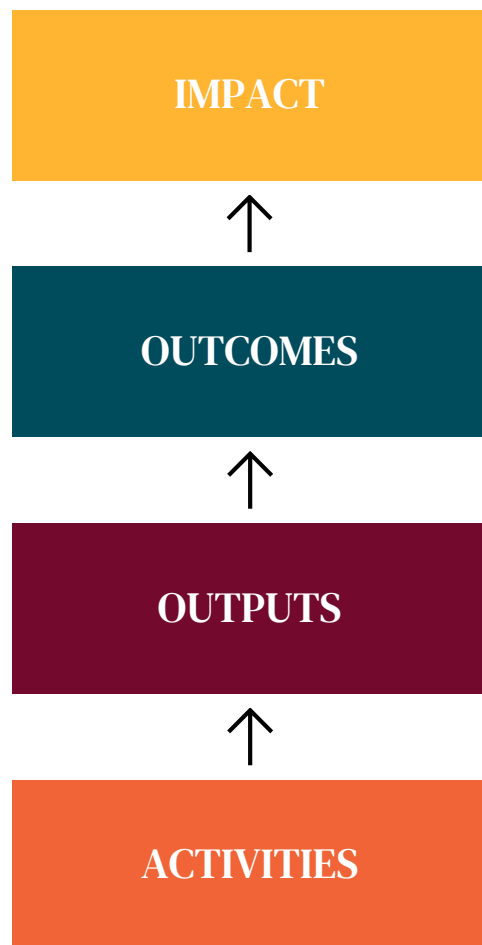
## 4.2. Logical frameworks: Why we use them

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We ask all partners to develop a simple logical framework (logframe) which outlines their goals, outcomes, activities, and key indicators. This tool helps clarify what success looks like and how we'll track progress together. It creates a shared foundation for alignment, reflection, and learning across our partnerships. We don't see the logframe as paperwork; it's a strategy tool designed by and for our partners.

Some funders use logframes as a control tool, requiring grantees to conform to narrow outputs or limit outcomes to predefined domains such as forest cover, One Health, or livelihoods.

We don't operate that way. Instead, we treat logframes as an open space for partners to articulate their approach and theory of change. Our only requirement is that, at the impact level, all programs contribute to two ultimate outcomes: **healthy ecosystems and thriving communities.**



## 4.3. Focus on impact: Why the end-goal is so important

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Our regranting work is focused on achieving meaningful, measurable change, not just completing activities. We care about how programs improve ecosystem health and community well-being, not just how many workshops were held or trees were planted, which are considered activity-based indicators. This focus ensures that funding drives outcomes that matter most to frontline communities.



We work with each partner to define and track a few key indicators that reflect the true impact of their work.

## 4.4. Flexibility in how to get there

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We recognize that on-the-ground conditions change, and partners often need to adapt their strategies midstream. Our grants are designed with built-in flexibility, allowing organizations to adjust activities, timelines, and budgets as needed. This respects the local context and trusts partners to make decisions in real time. As long as we stay focused on the agreed impact, the path to get there can, and should, evolve.

## 4.5. Technical support to fill the gaps

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Alongside funding, we provide technical support to help partners strengthen their programs and institutions. This includes tailored coaching, tools, training, and cross-partner learning opportunities. We offer this not because we have all the answers, but because we understand that partners often face real constraints in capacity and resources.

- Tailored coaching
- Provision of tools
- Training
- Cross-partner learning exchange
- Other technical support



Support is always provided in response to need, and co-designed to ensure it is practical and context-specific. Contact us for more information on technical support and training provided to partners.

## 4.6. Organizational development grants

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In addition to program support, YPI offers Organizational Development (OD) Grants to help partners strengthen their internal systems and long-term capacity. These grants are non-programmatic and focus on areas such as strategic planning, leadership development, financial management, human resources, communications, and MEL systems.

We recognize that strong institutions are essential for sustainable impact, but core funding for this kind of work is often overlooked. OD Grants are evaluated on a case-by-case basis and typically range from \$1,000 to \$30,000, depending on the scope and need. We encourage partners to identify a third-party organization that can accompany them in this process. Contact us directly for more information.





# Section 5:

## Reporting requirements

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We keep our reporting processes as simple, flexible, and partner-led as possible, while ensuring we have the shared tools needed to learn and stay accountable.

### Reporting: Small & Medium to Large Grants

#### At a glance - What Partners submit annually



Submitted once per year using the same format as the initial budget.



Annual updates against the logframe showing progress, results, and means of verification.



Shared during online review sessions (or written report if preferred).

*“A simple process creates space for partners to focus on real change.”*

We prefer the annual narrative report to be a presentation delivered through an online conversation, rather than a written report. This allows for real-time discussion, reflection, and learning. However, partners are welcome to submit a written report if that’s easier or more appropriate in their context.

# APPENDIX

## Yayasan Planet Indonesia Grant Manual & Guidelines

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### Appendix 1 - Logframe Format

See separate Logframe document

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### Appendix 2 - Budget Format

See separate Budget document

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### Appendix 3 - Areas of Technical Support

#### Mutual Enrichment

In general, YPI's technical support includes four main forms:

##### 1. Thematic Consultations

Covers issues such as community governance, conservation-livelihood integration, landscape-based program planning, participatory monitoring strategies, and communication and advocacy. Consultations may be conducted online or in person, facilitated by YPI's internal team.

##### 2. Trainings and Workshops

Designed to strengthen technical capacity and implementation strategies. Trainings can be tailored for one or more organizations using a facilitative and experiential approach. Topics are developed collaboratively and adjusted to the partner's local context.

### 3. Technical Modules and Tools

Includes guides for socio-ecological measurement, logframe templates, and community-based reporting tools. These resources are not meant for direct adoption, but are provided as adaptable references suited to each context.

### 4. Peer Learning and Exchange

Includes inter-regional field visits, thematic dialogue sessions, or online sessions aimed at strengthening inter-organizational networks. YPI facilitates these spaces to encourage cross-context discussion and field-based strategy sharing drawn from best practices.

Technical support facilitated by YPI covers a range of topics relevant to community-led and cross-sector conservation work. All support is provided based on availability, capacity, and alignment with shared impact goals.

Thematic Areas of Support:

- **Access Rights & Recognition**

Training and technical discussions on tenure strengthening, legal processes, and community rights recognition over their managed territories. Focuses on increasing community understanding of their legal position in natural resource governance.

- **Organizational Governance**

Training and discussions around indicators of independent governance bodies, including organizational structure design, decision-making functions, transparency, and financial systems that are accountable and context-relevant.

- **Financial Inclusion**

Technical assistance to develop savings and loan programs, integrate local financial products, and build financial literacy among local governance bodies or community groups. This aims to strengthen local economies within natural resource management frameworks.

- Ecosystem Management

Technical support for planning and managing ecosystem restoration and protection activities using participatory, community-based approaches. This includes monitoring of biodiversity, forest cover, and marine resources.

- Livelihoods

Introduction to basic monitoring and evaluation methods for assessing the impact of regenerative and sustainable livelihood programs. This allows communities to directly observe and respond to how these programs improve their well-being.

- Iteration & Learning

Discussions and exchanges on developing adaptive evaluation systems, regular reflection processes, and documentation of learning. Includes improving intervention quality through data-driven and field-based approaches.

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## **Appendix 4 - Contact Information**

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## Appendix 5 - Co-granting and Connecting

### A. Co-Granting: Step-by-Step Roles

This section outlines the respective roles of YPI and partners during each stage of a co-granting process.

Stage	YPI Role	Partner Role
Funding Opportunity	Share relevant grant opportunities	Review and express interest
Proposal Co-Design	Coordinate consortium design, co-write proposal	Contribute technical content and field data
Agreement	Sign as lead or subgrantee as needed	Sign as subgrantee or co-applicant
Fund Management	Disburse partner portion; manage compliance	Manage and report on implementation
Implementation	Monitor progress; support as needed	Lead in-situ implementation
Donor Reporting	Coordinate report submission	Contribute narrative and data

## B. Connect to Funder: Step-by-Step Roles

This section outlines the roles of YPI and partners when YPI facilitates introductions or connections to potential funders.

Stage	YPI Role	Partner Role
Introduction	Connect partner to funder via introductory call, email, or events	Pitch and represent own work
Proposal	Provide feedback if needed; offer optional review support	Write and submit proposal
Follow-up	No further role unless requested	Handle follow-up, reporting, and engagement with funder
Learning	May invite partner to share learning with YPI community	Share updates or learning voluntarily