



CARICOM Development Fund (CDF) Technical Assistance Grants for Article 164 Industries

Call for Applications

Goals of the Programme

As mandated by the Council of Trade and Economic Development (COTED), the CARICOM Development Fund (CDF) coordinates the implementation of the Article 164 Programme of Support Measures, which provides financial and technical assistance to Article 164 firms. This Innovation Grant is one component of the Programme of Support Measures, and is aimed at:

- (a) Increasing Article 164 manufacturers' access to the financing and technical expertise required to adopt new technologies.
- (b) Supporting the implementation of “game changing” innovation projects, which will produce a measurable change in the productivity and competitiveness of Article 164 firms.
- (b) Demonstrating the return on investment in firm-level innovation and stimulating the development of an innovation culture in Article 164 firms.



Programme Overview

Targeted Industries

The applicant must be an Article 164 manufacturing firm involved in the production of Article 164 products receiving temporary tariff protection in a CARICOM Less Developed Country (LDC).

Eligible Business Entities

Eligible applicants must be existing and formally incorporated entities such as a cooperative or limited liability company (no sole proprietorships and partnerships).

Key Eligibility Criteria

Applicants must demonstrate financial viability, and operational and project execution capacity. Proposed projects must be innovative and feasible-technically and economically.

Programme Priorities

Priority is given to firms committed to innovation and improving competitiveness and export-readiness



Eligible Countries

Antigua and Barbuda

Belize

Dominica

Grenada

Saint Kitts and Nevis

Saint Lucia

Saint Vincent and the Grenadines



Eligible Article 164 Industries – effective as of August 2024

1. Aerated Beverages	7. Curry powder - 0910.99.30	13. Upholstered - 9401.61.00
2. Aerated Waters - 2201.10.20 other waters - 2201.9	8. Prepared poultry feed - 2309.90.30	14. Chairs and other seats, with wooden frames - 9401.60.00
3. Beer - 2203.00.01 and Stout - 2203.00.20	9. Prepared complete cattle feed - 2309.90.40	15. Other furniture of wood and upholstered fabric - 9401.69.00 <ul style="list-style-type: none"> • wooden furniture of a kind used in offices - 9403.30.00 • wooden furniture of a kind used in the kitchen - 9403.40.00 • wooden furniture of a kind used in the bedroom - 9403.50.00
4. Malt - 2202.91.40	10. Prepared complete pig feed - 2309.90.50	16. Solar water heaters - 8419.19
5. Candles of paraffin wax - 3406	11. Other prepared complete animal feed - 2309.90.60	17. Paints and Varnishes - 3209
6. Pasta - 1902	12. Wheat or Meslin flour - 1101.00	18. Industrial gases (acetylene - 2804.40.00 ,oxygen - 2811.21.00, carbon dioxide 2901.29.20

Scope of Funded Activities

Technology Adoption and Innovation

The project should support the development and implementation of new technologies to drive innovation and growth in firm. The project should also support research and product development for market expansion.

Training and Capacity Building

The project should focus on targeted skills training for staff and building capacity to enhance skills and knowledge for project success.

Market Research and Expansion

The project should encourage market research and initiatives aimed at expanding reach and understanding customer needs.

Collaboration and Partnerships

The project should promote collaboration with research institutions and industry partners to leverage expertise and resources.

Strategic Alignment

All projects should align with the objectives of the Article 164 Programme of Support Measures. The project must have clear objectives, and lead to measurable increases in firm productivity

Application Requirements

Required Documentation: Firms will be required to submit the usual documentation required by the CDF for grants which includes the following inter alia:

- Financial projections for three (3) years;
- Company incorporation certificate;
- Corporate information including a list of current directors and management staff and their contact information;
- Most recent proof of social security compliance;
- CVs of staff that will be assigned to implement the project;
- Project budget (Appendix IA);
- At least three (3) quotations from independent suppliers/service providers for each planned activity;
- Project implementation plan (Appendix IB);
- Most recent financial statements for the past two years. (To be submitted if your application is successful);
- Regulatory approvals (where applicable).

Types of Eligible Activities

The projects that are eligible for grant financing include:

- Product and process research, testing and certification.
- Development and market testing of prototypes.
- Innovation audits.
- Accelerating projects in the Firms' Research and Development (R&D) pipeline.
- Registration of Intellectual Property for export markets.
- Cost and fees associated with filing provisional and non-provisional patent applications.
- Engaging Patent Attorneys to conduct pre-filing search; assessment; drafting and filing, amendments; and preparing other miscellaneous documents
- Implementation of quality management systems for international certification.
- Technology adoption and retooling of operational processes and systems specifically undertaking technical assistance, training, digital tools, and digital upgrades in the following areas:
 - Accounting Systems
 - Management and Governance Structure
 - HR Development
 - ICT
 - Operations
 - Production Capacity
 - Standards & Quality Management
 - Strategic Planning & BCP
 - Supply Chain Management Systems and Technology
- Implementation of international sustainability systems, green technology and circular economy systems.
- Development of software, equipment or proprietary systems and processes.
- Research and innovation projects may also address cross cutting thematic areas related to emerging technologies such as; Big Data, Supply Chain Systems and Technology, Manufacturing Technology, Artificial Intelligence, Cybersecurity, etc.)

Ineligible Cost

Funds cannot be used for:

- Purchase of equipment or machinery
- working capital expenditure and On-lending
- Paying wages, salaries overheads
- Debt repayment, refinancing or debt consolidation
- Illegal, Illicit or prohibited activities
- Purchase of inventory for resale
- Raw material or other production inputs
- Office supplies
- Salaries and Travel, vehicles, land & buildings
- VAT, duties, taxes
- Contributions in kind



Evaluation Criteria

Evaluation Criteria	Description	Max Score
1. Relevance to the goals of Article 164	The Project Aligns with the CDF goals under the call for proposal of supporting innovation and growth in Article 164 industries. Project seeks to address at least two (2) of the business areas identified in the A164 study. The project promotes strategic partnerships for production integration or joint export development activities within CARICOM Member States. The project will increase regional trade within CARICOM	25
2. Innovation and Impact Potential	The project will result in the development of new products, processes or business models. The project will result in an increase jobs, exports, competitiveness of the beneficiary firm. The project will foster collaboration with research universities or research institutions.	25
3. Technical Feasibility and Sustainability	The implementation plan is technically feasibility with realistic timelines and sound assumptions. Risk and mitigation strategy is sound and realistic. Project has a likelihood of sustainability beyond the grant period. Firm has a track record of implementing similar projects.	20
4. Financial Feasibility and Budget Justification	Project is financially feasible with realistic budget and reasonable assumptions which justify cost. Firm has the financial capability to sustain the results beyond the life of the project	15
5. Social and Environmental Impact	Inclusion of women and youth in project design, implementation, or target beneficiaries. Project addresses environmental, health and social issues in the wider society.	10
6. Co-financing Commitment	Availability and level of co-financing (cash or in-kind), demonstrating commitment and leverage of other resources.	5
Total		100

Grant Award

Competitive Funding Allocation

Grants will be awarded in a competitive manner to the top 15 firms in two cohorts based on the evaluation of applications conducted by regional evaluation committee. The committee will also consider the distribution of applications to ensure at least 2 firms are awarded in each of the targeted Member States. Firms awarded in the first call will not be eligible for the second call.

Fund Disbursement and Monitoring

Funds are disbursed based on approved plans and monitored for effective use of funds and accountability.



Project Guidelines

Project Planning Scheduling and Resources Planning

Applicants should utilize templates provided to submit detailed schedules specifying activities, deliverables, and resource allocation for project success. The plan should define timelines, milestones, reporting requirements, and monitoring mechanisms for project execution.

Risk and Contingency Planning

The project application should consider risk management and contingency strategies to address potential project challenges.

Monitoring and Evaluation

CDF will provide oversight to ensure compliance through request for progress and financial reports for accountability. Regular reporting and evaluation will be conducted help track progress, address challenges, and promote accountability and transparency.



Disbursement Schedule

Grant funds will be disbursed into two (2) payments. Firms must satisfy conditions precedent in the grant agreement before any disbursements can be made.

Disbursement #	Percentage %	Details/Requirements
1	50%	Successful applicants must satisfy conditions precedent in the grant agreement including the submission of grant application, activity budget, implementation plan, grant support agreement, quotations, invoices, bank statements, financial statements, contracts with suppliers or service providers and implementation reports.
2	50 %	Successful applicants must satisfy conditions precedent in the grant agreement including the submission of revised activity budget, revised implementation plan, quotations, invoices, bank statements, financial statements, contracts with suppliers or service providers and implementation reports.

Indicative Implementation Timelines

Issue 1st Call

Nov 2025 – Feb 2026

- Issue Call for Applications
- Outreach and Engagement- Virtual Information Sessions with Stakeholders
- Applicants will submit Application Form (3-month window)

Evaluation, approval and grant award to 15 selected firms and 1st disbursement for 1st Call

Feb 2026- April 2026

- Review, Evaluation and Approval by Regional Evaluation Committee (REC) (2 months)
- Approval and grant award to 15 selected firms
- Issue first disbursement (April 2026)

Begin implementation of cohort 1

April 2026

- Project Implementation, Disbursement and Monitoring (12 months)
- CDF Team site visit to review and validate work undertaken at mid-point to facilitate second disbursement.
- Issue second disbursement

M & E site visits to evaluate progress of cohort 1

September 2026

CDF Team conduct site visit to evaluate progress, gather lessons learned and prepare for second disbursement.

Issue 2nd disbursement for 1st Call

October – December 2026

- Project Implementation, Disbursement and Monitoring (6 months)
- CDF Team site visit to review and validate work undertaken at mid-point to facilitate second disbursement.
- Issue second disbursement

M & E site visits for closure of cohort 1

March 2027

CDF Team conduct site visit on completion of the project.

Issue 2nd Call

April 2026 – June 2026

- Issue Call for Applications
- Outreach and Engagement- Virtual Information Sessions with Stakeholders
- Applicants will submit Application Form (3-month window)

Evaluation, approval and grant award to 20 selected firms and 1st disbursement for 2nd Call

June 2026 - August 2026

- Review, Evaluation and Approval by Regional Evaluation Committee (REC) (2 months)
- Approval and grant award to 20 selected firms
- Issue first disbursement (August 2026)

Begin implementation of cohort 2

August 2026

- Project Implementation, Disbursement and Monitoring (12 months)
- CDF Team site visit to review and validate work undertaken at mid-point to facilitate second disbursement.
- Issue second disbursement

M & E site visits to evaluate progress of cohort 2 and closure of cohort 1

March 2027

CDF Team conduct site visit on completion of the project.

Issue 2nd disbursement for cohort 2 April – June 2027

- Project Implementation, Disbursement and Monitoring (6 months)
- CDF Team site visit to review and validate work undertaken at mid-point to facilitate second disbursement.
- Issue second disbursement

M & E Site visits march closure of cohort 2 July 2027

CDF Team conduct site visit on completion of the project.



Apply now!!

**Submit completed application forms to email
address: info@caricomdf.org**

**For more information Contact: Regional Programme
Coordinator, Article 164
CARICOM Development Fund**

**Tel: +1 246 436 1849 OR +1 246 430 (234-9141) |
Mobile: +1 246 (234-9141) | Fax: +1 246 435 4037**

**First Floor East, SKY Mall, Haggatt Hall | St. Michael
BB11063 | BARBADOS
kroberts@caricomdf.org |
www.caricomdevelopmentfund.org |**