Climate Finance for Development Accelerator (CFDA)
Data Protection Policy for the USAID Climate Finance Investment Network (CFIN)

Background. The United States Agency for International Development (USAID) Climate Finance for Development Accelerator (referred to as CFDA or “the Accelerator”), is a $250 million initiative designed to mobilize $2.5 billion in public and private climate investments by 2030. These investments will fund a range of climate change mitigation and adaptation activities focused on scaling up the transition to an equitable and resilient net-zero economy. The Accelerator is a platform designed to help countries meet their national commitments in alignment with the Paris Agreement through evidence-based solutions that respond to national contexts and address gaps in global, regional, and national climate finance ecosystems. The Accelerator seeks to mobilize financial resources for climate adaptation and mitigation priorities in an inclusive, equitable way.

CFDA has launched the Climate Finance Investment Network (CFIN). Managed by CFDA, the CFIN brings together climate finance stakeholders across a diverse set of sectors and emerging and frontier markets to partner with USAID to crowd in private sector climate financing through learning, partnership facilitation, and catalytic grants. The Accelerator also welcomes local partners in the countries in which USAID works to co-create and design initiatives to meet national and local climate goals. This network comprises an array of global investment partners and enables organizations to access USAID opportunities as well as contribute to learning outcomes.

CFDA anticipates posting the full list of CFIN members on an externally facing website with monthly updates. This list will only include firm names. In addition to the list of CFIN members, for partners who have consented, CFDA will facilitate USAID access to partner information as well as share limited partner information on a public CFIN database, as described in the “Sharing of Partner Network Data” section below.

Collection and Storage of CFIN Member Data. CFDA collects data on partners primarily through a registration form that each organization completes to join the network. The form was rolled out in November 2022 and requests information on the organization including:

- Name of firm
- Country(ies) of registration
- Small business status (if a U.S. firm)
- Geographic experience
- Sector and/or technical expertise
- Point of contact information

The form also collects data to support USAID in its understanding of our engagement with New and Underutilized Partners (NUPs), which feeds into USAID’s New Partnerships Initiative (NPI) and includes information about each organization’s previous experience working with USAID, total value of its contracts/agreements with USAID, and its status as a “local organization” per USAID’s definition.

All information collected on partner network firms is stored in the project’s Airtable Customer Relationship Management (CRM). The Airtable CRM is a cloud collaboration platform that requires a license to access and is password protected per user. Each member of the CFIN has a profile in the CFDA CRM that includes information on the firm as described above. In addition to the organization information described above, the CRM also includes records of all procurement activity in which the organization engaged. The “Procurements” module includes an entry for each procurement released by CFDA, lists each firm that submitted a proposal, each firm that was short-listed, and each firm that was awarded a subcontract under that procurement. The modules inter-link, so each partner’s CRM profile
includes a record of all procurements on which they submitted a proposal and all procurements from which they were awarded a subcontract. The CRM does not include any sensitive information around performance or reputation of the firms.

Only select members of the CFDA team have access to the CRM, including the Chief and Deputy Chief of Party, partnerships team, Monitoring, Evaluation, and Learning (MEL) Director, and technical personnel that support buy-ins using Airtable. Chemonics personnel outside of the CFDA project do not have access to the CFDA CRM, and the CFDA CRM information is not included in the corporate Chemonics CRM. Neither USAID nor any other third party not mentioned above has access to the CFDA CRM.

**Use of Partner Network Data.** The primary use of partner network data is to support the implementation of buy-ins by matching USAID demand with the best technical expertise and to validate the breadth of expertise in the network for USAID. CFDA continually analyzes the technical and geographic expertise of the partner network and identifies gaps where CFDA needs to identify additional firms to support USAID requirements. These gaps are typically filled through market research, including requesting recommendations from USAID, Chemonics technical sector advisors or projects, and online searches using relevant search terms.

CFDA also collects data described above on NUPs to support data requests related to USAID’s NPI that aims to simplify access to USAID resources and make it easier for new partners to bring forward their ideas and innovation. As USAID tracks and reports on its engagement with NUPs, CFDA is required to report on how CFDA engages NUPs through participation in the partner network and especially through the award of subcontracts under CFDA that lead to NUPs implementing technical work. CFDA also meets the mandatory USAID reporting on the level of engagement of U.S. small businesses within the partner network and the number and value of subcontracts for implementation of technical work under CFDA. All of this data for reporting is stored in the organization profiles in the CRM and the reports for USAID may be generated from the Airtable CRM.

**Sharing of Partner Network Data.** CFDA collects partner consent to share limited information – firm name and technical sector, and geographic expertise – on the public CFIN database. The purpose of this database is to provide a way for members and other interested parties to connect with each other for future partnership and learning opportunities.

In every instance that USAID asks for the partner list to be shared with other USAID programs, CFDA puts out a specific request to partners to secure their agreement before anything beyond the public partner list is shared. CFDA collects partner consent to share select information with USAID – limited to firm name, small business status, technical and geographic expertise, and point of contact – on the [partner intake form](#).

USAID’s goal for CFDA is that by the end of the project CFIN members will be more knowledgeable about working with USAID and better prepared to win work with USAID beyond CFDA. In support of this goal, CFDA is committed to supporting network members to identify and pursue partnering opportunities beyond the procurement released under CFDA. This may include partnerships with Chemonics or with other members of the CFIN.

At the end of the CFDA project, as part of the CFIN transition and project closedown, CFDA will request consent from member firms to be included in Chemonics’ corporate CRM system so that Chemonics can continue to work with CFIN members after the project ends. As each firm provides consent, its organization information will be added to the corporate Chemonics CRM system.