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DeSIRA+ project in West Africa

Call for Project Proposals

Agroecology Transition in West Africa:

From Innovation to Scaling Up

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| Table of contents |

[Table of contents 1](#_Toc196473960)

[Section 1. General 3](#_Toc196473961)

[1.1 Sector and regional context 3](#_Toc196473962)

[1.2 Priority support areas and problem analysis 3](#_Toc196473963)

[Section 2. General Terms and Conditions 7](#_Toc196473964)

[2.1 General clauses 7](#_Toc196473965)

[2.2 Procedure 7](#_Toc196473966)

[2.3 Presentation of proposals 7](#_Toc196473967)

[2.4 Audit, reporting, evaluation and capitalization 8](#_Toc196473968)

[2.5 Currency of grant and payment agreement 8](#_Toc196473969)

[2.6 Conditions of the call for project proposals 9](#_Toc196473970)

[2.7 Concept note proposals and selection committee 9](#_Toc196473971)

[2.8 Determining the conformity of proposals 9](#_Toc196473972)

[2.9 Evaluation and ranking of proposals 9](#_Toc196473973)

[2.10 RAAF's right to reject proposals and cancel the call for project proposals 9](#_Toc196473974)

[2.11 Support for the preparation of Complete Notes 9](#_Toc196473975)

[2.12 Confidentiality of the project selection process 10](#_Toc196473976)

[2.13 Information on the selection and award process 10](#_Toc196473977)

[2.14 Subsidy contract signed 10](#_Toc196473978)

[Section 3. Special conditions 11](#_Toc196473979)

[3.1 Type of project 11](#_Toc196473980)

[3.2 Financial resources available 11](#_Toc196473981)

[3.3 Expected actions 11](#_Toc196473982)

[3.4 Communication and visibility 14](#_Toc196473983)

[3.5 Project duration 15](#_Toc196473984)

[3.6 Project size and grant amount 16](#_Toc196473985)

[3.7 Geographical coverage and distribution key 16](#_Toc196473986)

[3.8 Target audience 17](#_Toc196473987)

[3.9 Nature of eligible bidders and lead partners 17](#_Toc196473988)

[3.10 Consortia constitution 18](#_Toc196473989)

[3.11 Functioning of stakeholder consortia 19](#_Toc196473990)

[3.12 Partners and contractors 19](#_Toc196473991)

[3.13 Operating and financing procedures 19](#_Toc196473992)

[3.14 Project selection 21](#_Toc196473993)

[3.15 Assessment methods 22](#_Toc196473994)

[3.16 Summary of non-admissibility clauses for proposals 22](#_Toc196473995)

[3.17 Reporting and monitoring 22](#_Toc196473996)

[Section 4. Thematic coverage 24](#_Toc196473997)

[Theme 1: Access by family farms to organic agricultural inputs (biopesticides, biofertilizers, biostimulants) for integrated soil fertility and pest management (promotion of production units, product certification and development of supply channels, etc.). 28](#_Toc196473998)

[Theme 2: Agroecology and work arduousness/employability: small-scale mechanization and new information technologies to improve labor productivity in agroecological systems 32](#_Toc196473999)

[Theme 3: Seed systems to promote agrobiodiversity (farmers' seeds, neglected crops, etc.) 35](#_Toc196474000)

[Theme 4: Diversification of production systems and nutrition: the role of service plants, legumes and forgotten/neglected crops in improving soil fertility and food quality 40](#_Toc196474001)

[Theme 5: Training, research-action and advisory support systems for disseminating knowledge on agroecology practices: digitization and advisory services to promote horizontal exchanges of knowledge and experience 44](#_Toc196474002)

[Theme 6: Agroecology and access to markets: development of short circuits (farmers' markets in urban areas, etc.) and institutional markets (school canteens, etc.). 48](#_Toc196474003)

[Theme 7: Livestock and agroecology (manure contracts with pastoralists; agriculture/livestock association; agropastoralism development, etc.). 52](#_Toc196474004)

[Section 5. Proposal criteria and scoring grids 57](#_Toc196474005)

[Appendices 63](#_Toc196474006)

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| --- |
| General |

Agroecology, by virtue of its holistic nature, is seen as a credible approach to meeting the challenges facing the West African sub-region: socio-economic and environmental challenges, persistent food and nutritional insecurity, increased pressure on natural resources, low agricultural productivity, the adverse effects of climate change (droughts, aridity, floods, etc.), physico-chemical degradation of agricultural land, soil salinization, falling incomes, etc., etc. Based on ecological processes, it is an approach to agriculture that considers the interactions between the biological, social, economic and environmental elements of an agri-food system. It aims to ensure the sustainability of agrosystems while increasing agricultural productivity, protecting the environment, preserving natural resources and improving the resilience of local communities to food insecurity.

The activities planned as part of the DéSIRA+ Project in West Africa (DéSIRA+AO) will help to increase the income and resilience of producers in the agro-sylvo-pastoral and fisheries sectors to climate change by mobilizing agroecological technical processes to intensify production.

## Sector and regional context

In order to address these challenges, all West African stakeholders adopted at the High-Level Forum held in Bamako (Mali) from June 15 to 18, 2015, the Framework of Intervention for the Development of Climate-Smart Agriculture, integrating agroecology as an essential approach to strengthen the resilience of agricultural systems and ensure sustainable production in the face of the effects of climate change and a West African Alliance, to accompany the implementation of this intervention framework in coherence with the implementation of the regional agricultural policy, ECOWAP, of the Economic Community of West African States (ECOWAS). Indeed, agroecology, with its ability to preserve ecosystems, improve soil fertility and reduce dependence on chemical inputs, is a key component of climate-smart agriculture, enabling effective adaptation to climatic constraints while ensuring food security for populations.

Through its Regional Agency for Agriculture and Food (RAAF) based in Lomé, and with the financial support of the Agence Française de Développement (AFD) and the European Union (EU), ECOWAS supports national, regional and international organizations in promoting agroecological practices to improve food and nutritional security in West Africa through the Agroecology Program (PAE), which comprises two projects: the "Agroecology Transition Support Project" (PATAE), and the "Project to support the dissemination and implementation of good practices for sustainable agricultural intensification" (PAIAD). The aim of the PAE was to stimulate the development of innovative practices that optimize the mobilization of ecological processes in the field of agro-sylvo-pastoral and fisheries production in the ECOWAS zone, by supporting family farms towards an agroecological transition enabling them to reconcile economic performance, food security, environmental preservation and the health of populations.

## Priority support areas and problem analysis

Better management of natural resources is a key element in building resilience. West Africa is a region vulnerable to various socio-political, economic and environmental factors, such as instability and/or weakness of socio-political and organizational systems, low public and private investment for sustainable economic and social development, the effects of climate change, demographic pressure, plundering of natural resources, etc.

Against a backdrop of vulnerability to climate change, particularly in the Sahelian zone, the spread of sustainable agricultural intensification and agroecology practices means helping producers to develop their production systems by making the best use of the ecological processes that nature has to offer (biomass recycling, nitrogen fixation by legumes, mobilization of crop auxiliaries, etc.), without however eliminating the use of all synthetic inputs, but seeking to make better use of them.

In the Sahel, for example, producers in semi-arid zones have been mobilizing for several decades now, adopting practices to improve soil fertility (production of manure, recycling of human waste, etc.), regenerating degraded soils (zaï, assisted natural regeneration of trees and shrubs, etc.) and harness water (stone cordons, half-moons, etc.). In forest zones, agroforestry, in the form of a combination of perennial and annual crops, is considered the most promising agroecological innovation. Finally, intensive market-gardening systems are also evolving, by valorizing several forms of organic manure or integrating market gardening with fish farming. More recently, innovations such as biopesticides and vegetable protection nets have been tested locally.

Sustainable agricultural intensification and ecologically intensive farming practices thus enable the design of production systems that draw on the functionalities offered by ecosystems. Sustainable and ecologically intensive agriculture considers the farm as a whole. It often involves collective action (new rules for managing natural resources, controlling pests, developing short marketing circuits and recognizing product quality).

The DESIRA+ AO project, which follows on from the PAE, aims to help increase the income and resilience of producers in the agro-sylvo-pastoral and fisheries sectors to climate change by mobilizing agroecological processes to intensify production.

More specifically, it will involve:

**SO.1.** Increase the productivity and production of the agro-sylvo-pastoral and fisheries (ASPH) sector, while respecting the preservation and restoration of the state of cultivated and natural ecosystems through the promotion and intensification of innovations in agro-ecological transitions by means of multi-stakeholder partnerships;

**SO.2.** Promote the adoption of agroecological innovations by producers and SMEs through capitalization, video training/extension or digital training, dissemination, advocacy, public policies and institutional and regulatory frameworks favorable to agroecology.

The expected results of the Project are as follows:

**RE.1.** Innovations in agro-ecological transitions (products, technologies, models and/or services) are developed through multi-stakeholder partnerships involving farmers' organizations, local communities, NGOs, the private and public sectors and research bodies, whose innovation capacities are strengthened.

**RE.2.** The innovations developed are capitalized on, disseminated and widely adopted by producers, rural communities and SMEs.

**RE.3.** The institutional, policy and regulatory framework at regional and national level is made more conducive to the agroecological transition, and the capacities of ECOWAS/RAAF are strengthened to support the processes of agroecological transformation of West African food systems.

In order to achieve the above-mentioned objectives and results, activities will aim to strengthen systematic approaches based on the mobilization of agroecological processes, with an openness to the development and adoption of new practices and technologies, to increase yields and production, within a sustainable vision of production and agri-food systems, open to markets to create jobs and generate decent incomes for farmers and other stakeholders in the value chain. The Project will be divided into two operational components, and a component dedicated to overall coordination, as follows:

**Component 1 - Promoting and strengthening innovation in agroecology and scaling up best practices**

This component will be operationalized through technical and financial support for projects resulting from the above-mentioned calls for proposals. It will involve developing and/or supporting innovations in agro-ecological transitions (products, technologies, models and/or services) through multi-stakeholder partnerships involving a wide range of stakeholders: farmers' organizations, local communities, NGOs, the private and public sectors, research bodies, and aiming to strengthen the innovation capacities of these stakeholders.

It will also enable us to capitalize on the innovations we have developed, and to help disseminate them to a critical mass of farmers and SMEs to increase their uptake. It will make available relevant elements and approaches to encourage the scaling-up of co-designed, tested and proven innovations. Dissemination to farmers and SMEs could take place via training centers, NGOs, national and private advisory systems, digital platforms or any other relevant partner.

**Component 2 - Executive training, exchanges and contribution to the development of public policies for agroecology and sustainable agri-food systems**

This component is fundamental to the mobilization of all stakeholders and policymakers towards a transformational orientation of sustainable food systems in the West African region. Through this component, the regional, national and local institutional, political and regulatory framework is made more favorable to the agroecology transition, and the capacities of ECOWAS/RAAF are strengthened to accompany the processes of agroecology transformation of West African food systems.

**Component 3 - Project coordination, support for field projects and RAAF capacity building**

The component will be responsible for coordinating activities at regional level, supporting project leaders, ensuring overall monitoring and evaluation of the Project, and ensuring sound financial management. It will also be responsible for facilitating exchanges between the Project's various partners, with financial partners, and for cross-functional activities such as Project monitoring-evaluation, audits and communication/visibility actions. She will ensure proper physical and digital archiving of all documentation relating to the Action, to facilitate audits and the sharing of all deliverables resulting from the Project. It will ensure action synergies with other initiatives.

To implement this ambitious project, ECOWAS has obtained a budget of nineteen million three hundred and forty-five thousand seven hundred and ninety-four Euros (EUR 19,345,794.00) from AFD, of which nine million three hundred and forty-five thousand seven hundred and ninety-four Euros (EUR 9,345,794) come from European Union (EU) funds whose management has been delegated to AFD, part of which will be allocated to finance a number of sub-projects to be implemented over a period specified in the part [Project duration](#_Project_duration). The minimum and maximum grant amounts awarded by ECOWAS under the present Call for Project Proposals are also specified in the paragraph [Project size and grant amount](#_Dimensionnement_des_projets).

Project proposals will be selected by RAAF in two stages:

* **In the first instance,** based on a project **concept note** submitted using the form in [Appendix A](#_Annexe_A_:), accompanied by the required appendices, and the complete Administrative File, and
* **Secondly,** based on a **complete note** submitted using the form in [Appendix B](#_Annexe_B_:_1) for bidders whose short scores have been shortlisted, together with the required appendices.

Only those bidders who have been shortlisted following the evaluation of their short notes will be asked to submit a Complete Note. Prior to requesting a full proposal, the RAAF:

* Check the references provided;
* Examine articles of association and registration documents for private entities; and
* Check for concurrent financing.

In the event of shortcomings or information deemed incomplete, the RAAF will ask bidders to complete the missing information within 10 calendar days, failing which it reserves the right to reject the proposal.

Successful bidders may then be invited, where appropriate, to finalize their project documents within three (03) weeks of notification of the selection results, incorporating any recommendations suggested by the RAAF to optimize their quality before the grant agreements are signed.

Grant agreements will then be signed between the ECOWAS Commission and the project holders.

The Call for Project Proposals (CPP) is available on the following websites:

* ECOWAS website: [www.ecowas.int](http://www.ecowas.int) ;
* CILSS website: [www.cilss.bf](http://www.cilss.bf) ;
* CORAF website: <https://www.coraf.org/>;
* RAAF website: [www.RAAF.org](http://www.araa.org)/fr;
* AFD dgMarket website: [afd.dgmarket.com](http://www.afd.dgmarket.com).

Proposals must be written in French, English or Portuguese. In the case of a proposal written in Portuguese, the applicant must also attach a French or English translation of the proposal. The call for project proposals is published in English and French. The publication notice and the call for project proposals are available in the 3 official ECOWAS languages (French, English and Portuguese).

The Concept Note ([Appendix A](#_Annexe_A_:)), together with the required annexes and a set of administrative documents, must be submitted in PDF format via a platform: <https://appels.araa.org/>.

Online submission (<https://appels.araa.org/>) is compulsory and will be the only one considered.

The deadline for submission of Concept Notes is **June 3, 2025 at 23:59 GMT**.

Any concept note arriving after the date and time indicated above will be rejected.

For sub-project operators whose short notes have been accepted, the Complete Notes ([Appendix B](#_Annexe_B_:_1)), together with the required appendices, must be submitted in PDF format via a platform: <https://appels.araa.org/>.

Online submission (<https://appels.araa.org/>) is compulsory and will be the only one considered.

All complete notes in PDF format received after the date and time indicated to project holders at the short note stage will be rejected.

The deadline for submission of Complete Notes will be indicated at the time of notification of the results of the short note selection.

The RAAA has set up a frequently asked questions section for all bidders who wish to gain a better understanding of the call for proposals process and the guidelines, via the submission platform, the link to which is: <https://appels.araa.org>. Requests for information may also be sent via the FAQ of the ‘Call for Proposals’ platform through the link <https://appels.araa.org> up to 15 days before the closing date of the call for proposals. After this time, no further questions will be answered.

All questions and the answers provided by the RAAF will be available 13 days before the closing date of the call for short notes on the <https://appels.araa.org> platform.

This site will be updated regularly, and bidders are encouraged to visit it. In addition, interested entities are invited to register at the following address to express their interest in receiving notifications and clarification bulletins (answers to questions): <https://forms.office.com/r/RwHi8LZFUT>. Registration above is not mandatory.

Grant agreements will be signed by the President of the ECOWAS Commission and the selected project organization (lead partner).

# General Terms and Conditions

## General clauses

The call for project proposals aims to finance projects carried out by project leaders whose status is specified in the section [Nature of eligible bidders and lead partners](#_Actions_attendues).

Bidders must:

* Demonstrate their ability to implement large-scale projects;
* Experience in implementing development projects in partnership;
* Have previous experience in implementing the various activities eligible under this call for project proposals and the activities considered in their proposals.

The types of stakeholders invited to form consortia are specified in the [Consortia constitution](#_Consortia_d’acteurs_éligibles) paragraph.

The target audience for the proposed actions is specified in the [Target audience](#_Public_cible) section.

## Procedure

ECOWAS co-finances the implementation of projects designed and defined by consortia of stakeholders mobilizing complementary functions and skills, for a period specified in the [Project duration](#_Durée_des_projets) paragraph.

International or regional organizations submitting a proposal as lead partner will be expected to work in partnership with other national or local organizations (farmers' organizations, NGOs, research and/or training institutes, SMEs, etc.), with a view to meeting the requirement for projects to be anchored locally, and to enable local capacities to be strengthened.

The maximum share of the total project budget to be subsidized by ECOWAS is specified in the section on [Operating and financing procedures](#_Operating_and_financing) of the call for project proposals, together with the documents that must be included in the administrative file to guarantee the said co-financing.

The various forms of co-financing available are set out in the [Operating and financing procedures](#_Operating_and_financing) section of the call for project proposals.

The ECOWAS contribution will cover eligible costs only. Eligible and non-eligible costs are described in the [Operating and financing procedures](#_Operating_and_financing) section of the call for project proposals.

The selected projects will be financed in three (3) instalments, the proportions of which are specified in the [Operating and financing procedures](#_Operating_and_financing) section. Bidders are responsible for all costs incurred in the preparation and submission of their proposals (Concept Note and Full Proposal), and the RAAF will not be held responsible or liable for any such costs.

**Expenditure covered by ECOWAS will only be eligible from the date of signature of the grant agreement between ECOWAS and the project holder.**

## Presentation of proposals

There will be only one call for project proposals, unless it proves unsuccessful, the aim being to select the best proposals and to allow sufficient time for the selected project leaders to act in the field, so that the actions can generate measurable effects and feed into capitalization exercises.

The bidder is required to check and compile the checklist given in [Appendix I](#_Annexe_I_:), before sending the documentation to the RAAF. The checklist forms an integral part of the documentation to be sent to the RAAF. Each page of the complete note and the corresponding checklist must be initialed.

Proposals will be selected by RAAF in two stages:

* **In the first instance,** based on a project **concept note** submitted using the form in [Appendix A](#_Annexe_A_:), accompanied by the required appendices, and the complete Administrative File, and
* **Secondly,** based on a **complete** submitted using the form in [Appendix B](#_Annexe_B_:_1) for bidders whose short scores have been shortlisted, together with the required appendices.

Proposals must be written in French, English or Portuguese. In the case of a proposal written in Portuguese, the bidder must also attach a French or English translation of the proposal

Tables for the publication of evaluation results will be drawn up in French and English.

Both the Concept Note, and the Complete Note must be submitted electronically.

## Audit, reporting, evaluation and capitalization

The RAAF will arrange for annual audits to be carried out for the duration of the projects. These audits will be carried out by a reputable independent audit firm selected by the RAAF, after the Agence Française de Développement has given its non-objection opinion on the terms of reference for the audit assignment and on the audit firm selected. The audit will check that the Grant funds have been used in accordance with the stipulations of the grant agreements.

Audit reports must be available no later than three (3) months after the end of each civil year.

The RAAF, but also the AFD and the EU, will be authorized to carry out additional audits, or have them carried out for their accounts.

The RAAF, as well as the AFD and the EU, reserve the right to carry out evaluations (ex-ante, mid-term, final) of co-financed actions, from their own funds or from specific financing, from the signing of the grant agreement and throughout the project implementation period.

Periodic technical and financial reports on Project activities must be submitted to the RAAF. Reporting procedures are specified in the [Reporting and monitoring](#_Reporting_and_monitoring) paragraph of the call for project proposals.

In addition to a capitalization study to be carried out at the end of the project by a firm selected by the RAAF and paid for with project funds, each field project leader will be required to carry out an internal capitalization study. In addition, each field project leader must undertake to respond to requests from consultants dispatched by the RAAF, and to provide all the information required for the transversal capitalization study to run smoothly.

## Currency of grant and payment agreement

Bidders must submit their proposals in **Euros**, the currency of the grant agreement. **The budget must be drawn up inclusive of all taxes, firm and non-revisable, it being understood that any taxes and customs duties contained in the budget must be borne by the project holder as part of its contribution**.

## Conditions of the call for project proposals

By submitting their proposals, bidders are deemed:

* Have read and accepted the terms and conditions of the call for project proposals described herein;
* Have a perfect knowledge of the nature and scope of the projects carried out, local working conditions and all the difficulties involved;
* Have read the general and specific conditions (Sections 2 and 3) of the call for project proposals.

## Concept note proposals and selection committee

Proposals will be opened and selected by a Selection Committee at RAAF headquarters in Lomé. The opening of proposals will take place on the closing date of the call for project proposals, and bidders may attend if they wish.

## Determining the conformity of proposals

Bidders whose proposals have not been judged to be administratively compliant (regarding the list of documents making up the bid file) will be informed by the RAAF. The bidder will then be notified, and the missing documents can be transmitted, in the electronic version, within **three (3) working days** from the date of communication by the RAAF.

For Complete Notes, bidders must submit the paper version of the documents before the grant contract is signed.

The Selection Committee may eliminate proposals from bidders who do not demonstrate in their proposals the human and financial capacity to implement a project in the country or countries concerned.

## Evaluation and ranking of proposals

The Proposal Selection Committee will evaluate the proposals that have been found to comply with the stipulations. It will then compare scores between evaluators of the same proposals and proceed to an overall ranking of the proposals. The evaluation criteria, scoring and ranking procedures are specified in [Assessment methods](#_Assessment_methods) section.

The RAAF reserves the right to ask clarifying questions of bidders during the evaluation phase. The bidder will then have **three (3) working days** to provide answers.

## RAAF's right to reject proposals and cancel the call for project proposals

The RAAF reserves the right to cancel the call for project proposals procedure as long as ECOWAS has not awarded the grants, without incurring any liability whatsoever towards the bidders, and without having to inform them of the reasons why the call for project proposals has been cancelled.

## Support for the preparation of Complete Notes

After the short notes have been selected, RAAF will provide shortlisted bidders who so wish with a team of experts to support them in drafting their Complete Notes, both technically and financially. However, the bidder remains fully responsible for the submission of his full proposal, and for the commitments, requirements and results included therein.

## Confidentiality of the project selection process

No information relating to the review, evaluation, comparison of the evaluators' ratings of project proposals and recommendations for the award of the grant may be disclosed to bidders or to any other person outside the review and evaluation procedure.

Any attempt by an organization to influence the committee during the review process, the evaluation of its proposal and the comparison of evaluators' scores, will lead to the rejection of its proposal.

## Information on the selection and award process

The list of project proposals whose concept notes have obtained the minimum required rating and which have been selected after application of the distribution key indicated in the [Geographical coverage and distribution key](#_Conditions_géographiques_et), will be published on the RAAF website. Successful and unsuccessful applicants will also be notified by individual e-mail.

Project applicants will be informed by individual e-mail. The list of projects selected for the grant will also be published on the RAAF and ECOWAS websites, with at least the following information: project title, promoters, location, project cost, share financed.

## Subsidy contract signed

After informing the successful bidders, the RAAF will send the draft grant agreement for approval prior to signature. The grant agreements will then be signed by the project leader and ECOWAS.

# Special conditions

## Type of project

The call for proposals aims to support project proposals that demonstrate the potential for developing more productive, environmentally friendly agriculture based on agro-ecological innovations that help intensify and/or transform production systems, in line with the themes of this call for projects.

Scaling up and capitalizing on innovations are two key project activities. The scope of these activities will be directly linked to the level of the project, as defined in the paragraph [Project size and grant amount](#_Dimensionnement_des_projets).

They will combine different actions from among those indicated in the "[Thematic coverage](#_Couverture_thématique)" section, and will mobilize a variety of skills to enable an understanding of the multidimensional nature of the agro-ecological transition, requiring multi-stakeholder set-ups and various scales of intervention.

## Financial resources available

The call for project proposals has a total grant budget of twelve million Euros (€12,000,000).

## Expected actions

Field projects will be funded under Component 1 of the DéSIRA+ AO Project: **Promoting and strengthening innovation in agroecology and scaling up best** practices. This component should contribute to the achievement of Project results 1 and 2, namely:

1. Innovations in agro-ecological transitions (products, technologies, models and/or services) are developed through multi-stakeholder partnerships involving farmers' organizations, local communities, NGOs, the private and public sectors and research bodies, whose innovation capacities are strengthened.
2. The innovations developed are capitalized on, disseminated and widely adopted by producers, rural communities and SMEs.

Component 1 aims to develop and/or support innovations in agro-ecological transitions (products, technologies, models and/or services) through multi-stakeholder partnerships that bring together a wide range of stakeholders: farmers' organizations, local communities, NGOs, private and public sectors, and research bodies, and that aim to strengthen the innovation capacities of these stakeholders.

It should also enable us to capitalize on the innovations we have developed and help disseminate them to a critical mass of farmers and SMEs to increase their uptake. It will make available relevant elements and approaches to encourage the scaling-up of co-designed, tested and proven innovations. Dissemination to farmers and SMEs could take place via training centers, NGOs, national and private advisory systems, digital platforms or any other relevant partner.

The technical and organizational innovation processes developed as part of field projects should lead to concrete improvements for producers and their communities. They will aim to introduce agroecological practices capable of increasing productivity while strengthening resilience in the face of climate change. These innovations should also contribute to the preservation and restoration of ecosystems by promoting sustainable approaches such as soil improvement, rational management of natural resources and the integration of biodiversity into production systems.

On the organizational front, innovations should help to structure and strengthen the capacities of farmers' organizations, SMEs and local communities to enable them to participate fully in collaborative partnerships. This will include sharing know-how and developing solutions adapted to local realities.

In addition, these processes need to ensure that the proposed solutions are widely and sustainably adopted. This will involve disseminating innovations using modern tools (training videos, digital exchange platforms, etc.) and creating reproducible, scalable models. Finally, they will provide tangible evidence (concrete, measurable, proven) that will fuel advocacy at local, national and even regional levels to strengthen public policies and regulations conducive to an ambitious and sustainable agroecological transition.

This approach will integrate economic, social and environmental results, aligning the interests of producers, communities and ecosystems.

Among the activities that consortia will be able to propose in their projects are the following (non-exhaustive list):

1. **Training and capacity-building activities to adapt and widely disseminate innovations**
   * ***For POs, civil society and private-sector stakeholders in agroecology:***

The activity will involve designing operational training programs to increase the capacity of farmers' organizations, civil society and private-sector stakeholders to scale up innovations that have been designed, tested and proven. The aim will also be to strengthen learning by setting up systems that encourage the acquisition of knowledge through practice. To promote the identification and dissemination of innovative technologies on a small and large scale, the activity will also involve the development of training manuals and programs, business plans, the reinforcement of training facilities, the acquisition of teaching materials and equipment, and the development of partnerships and strategic alliances. The aim is to promote the appropriation of knowledge and increase the number of people trained.

* + ***For producers:***

It aims to increase the capacity to innovate and the adoption of agroecological innovations co-developed by farmers, agro-pastoralists, SMEs, research and extension structures. The number of beneficiaries to be trained will depend on the stage of each project (see paragraph "Project sizing and grant amount"). To reach a maximum number of beneficiaries, project leaders should propose innovative methods of advice and training in agroecology. They may opt for cascade training or methods involving exchanges of experience between farmers or advisors, such as the Farmer Field Schools. Particular attention should be paid to training women and young people, who should account for at least 35% of beneficiaries. Digital tools developed as part of the project will be used to complement existing approaches.

1. **Action-research trials to improve farming practices, the conditions for adopting new practices, socio-economic organization systems and natural resource management based on ecological processes, and to improve post-harvest practices based on organic methods.**

In line with the themes mentioned in the "[Thematic coverage](#_Couverture_thématique)" section, the aim will be to set up participatory experiments to guarantee the robustness of innovations and adapt them to the needs and constraints of stakeholders, to validate their potential for large-scale adoption in line with the characteristics of the innovation, their profitability and their response to the real needs of stakeholders. Depending on the stage of the project (see paragraph "[Project size and grant amount](#_Dimensionnement_des_projets)"), the aim will be either (i) to design experimentation systems and carry out the first tests with stakeholders at local or regional level (level 1 project); or (ii) to extend the scope of experimentation to other territories at national and/or cross-border level (level 2 project) or multi-country level (level 3 projects).

Thus, the implementation of this activity will consist of co-designing innovations and/or strengthening innovation processes in their technological dimensions, but also in their economic and social dimensions through experimentation and knowledge-sharing schemes, or the implementation of new organization systems for production, marketing, etc. The economic and social aspects can also be the subject of "experimentation": for example, pilot-testing an organization for the production and marketing of local seeds, experimenting with incentives for tree planting or regeneration, a new system for marketing AE products, etc. Producers' needs in terms of improved agro-sylvo-pastoral and fisheries practices based on agroecology, sustainable management of natural resources, development of organic inputs, farm advisory services, post-harvest product storage/conservation systems, etc., as well as innovations corresponding to these needs, will be identified. The surface areas covered by the experiments and by the innovative technologies used and adopted will be evaluated and expressed as a proportion of the surface areas farmed by the producers or farms benefiting from the Project, etc.

In all cases, farmers' organizations and other stakeholders relevant to the issue in question must be involved in the design and implementation of experiments and systems, to ensure that solutions are co-created and that the practices and processes developed are properly appropriated. An assessment of the costs of designing, implementing and sustainably using innovations will also be carried out to infer the potential for adoption and the socio-economic risks of abandonment.

1. **Capitalizing on and disseminating the results of field projects**

Each field project, with the support of the Project's Regional Coordination Unit (RCU), will have to capitalize internally on its project's achievements. This will be based on the forms proposed by the RAAF, which will define the guidelines for capitalization. These sheets may be improved/adapted on a case-by-case basis to take account of the specific features of each project. In addition, from the outset of the projects, technical data sheets will be made available to them to carry out baseline studies, to collect data regularly throughout the life of each project, and to enrich and facilitate internal and final external capitalization.

In addition to a final, external capitalization study to be carried out at the end of the project by a firm selected by the RAAF and paid for with project funds, each field project leader will be required to carry out an internal capitalization to draw on the knowledge and know-how gained from the project experience. This internal capitalization may be supported by regional coordination and/or external experts.

At the end of this final external capitalization of projects, documents (guides, transversal and thematic technical sheets, etc.) and other media (videos, on-line training modules, guide practices for scaling up, etc.) will have to be produced, as well as the organization of consultation and dialogue frameworks for wide dissemination and appropriation of the acquired knowledge. All the indicators in the data sheets, whether for capitalization or data collection, should be linked to those of ECOWAP. Deliverables will be specific to each project and theme but will also be contextualized to best suit the innovation to be disseminated, the target audience and the specific features of agro-ecological zones. The regular data collection sheet should enable relevant links to be made between projects and between the latter and ECOWAP indicators.

**In addition, project promoters must include the following in their AWPBs (and in particular in their budgets):**

1. **Activities to share and exchange experiences between projects**

Exchanges of experience will be organized for all Component 1 projects, but also with other projects that are particularly innovative in terms of agro-ecological practices and/or intervention methods. Once the Regional Coordination Unit (RCU) has a vision of the geographical distribution of field projects, it will be able to organize these exchanges (meetings, study trips, webinars, etc.) on an agro-climatic and/or thematic and/or methodological basis. Each project leader should therefore budget for **at least three (3) 6-night regional trips (airfare and perdiem) for 2 people** to take part in meetings organized by the URC.

1. **Monitoring and evaluation activities**

Each project holder will be required to carry out a **monographic survey** of a sample of its direct beneficiaries (**minimum 15% of beneficiaries**). This survey will be carried out three (3) times: **at the start, midway through and at the end of each project**. A survey grid will be made available to project managers by RAAF. Each project owner can complete this grid according to his or her own information needs. All grids must be entered into a database, which will be forwarded to RAAF for analysis. The monitoring and evaluation carried out by each project should focus on the performance and effects of the innovations tested and implemented. The regional team and short-term experts can be mobilized at the RAAF level to support each project in this process.

## Communication and visibility

A communication plan must be drawn up at the start of the project. This communication plan must consider both internal and external aspects, to provide information about the project. It involves creating, gathering, distributing, saving, retrieving and, finally, archiving information to facilitate the capitalization of achievements and lessons learned, and to enhance the value of the project. The plan must also show how it will monitor and control communications throughout the project lifecycle, to ensure that the information needs of project stakeholders are met.

This project communication plan will describe how essential project information will be communicated, by whom and how often.

It will follow the following plan:

1. **Situation analysis**

**Local context:** this will involve identifying specific issues linked to the project (e.g. soil degradation, climate change, food security, etc.). It will also be necessary to describe and analyze the current practices of local stakeholders (farmers, communities, decision-makers).

**Target audiences: this** will involve categorizing stakeholders as: (i) primary: farmers, cooperatives, rural communities, etc.; (ii) secondary: NGOs, local authorities, donors, media, etc.; and (iii) influencers: traditional chiefs, religious leaders, educators, etc.

**Strengths and weaknesses:** identify opportunities and challenges related to communication (e.g. low literacy rates, limited digital access, local languages, etc.).

1. **Communication objectives**

**Define SMART (Specific, Measurable, Attainable, Realistic, Timely) objectives, for example:**

* Provide information on the benefits of agroecological practices (e.g. composting, resilient crops).
* Mobilize local stakeholders to adopt these practices.
* Promote the project's successes to attract partners and donors.

1. **Strategies and key messages**

**Strategies:** to define a strategy, we recommend:

* Use a participatory approach to involve communities in message design.
* Use culturally adapted media: stories, songs, community radio.
* Organize practical demonstrations in the field (an element to be considered and specified in the co-design process for farmer field schools or agropastoral field schools).

**Key messages:** key messages will need to be developed. These could include local testimonials to illustrate the benefits (a farmer's success story).

1. **Communication resources and tools**

**Traditional channels:** local radio stations (broadcasts in local languages), community theaters or mobile cinemas, village discussion forums, etc.

**Visual aids:** posters, flyers and banners (use attractive visuals and little text), on-site educational videos, etc.

**Digital media (if relevant):** WhatsApp to share short messages and videos, Facebook pages to raise awareness among young people, digital platforms, etc.

1. **Detailed action plan**

**Create an activity calendar** specifyingspecific actions (radio campaign, printing and distribution of documents, etc.), who is responsible for each action (project manager, volunteers, project members, etc.), monitoring indicators (number of broadcasts, number of documents produced and distributed, etc.).

**Define a budget**: for each action, you'll need to forecast the budget required to implement it.

1. **Assessment and adjustment**

**Impact indicators:** for example, assess:

* The level of understanding of agroecological practices among beneficiaries.
* The level of adoption of new farming techniques.
* Increasing partnerships and funding.

**Assessment tools:** example:

* Customer satisfaction surveys.
* Analysis of feedback from forums and broadcasts.
* Monitoring results in the field (direct observations and measurements).

The communication plan will be updated throughout the project, and occasionally corrected when messages need to be adapted.

In addition, each project holder must ensure that all press releases, advertising materials, official notices, reports and publications for which it is responsible mention the fact that the Project has been carried out with the financial participation of the European Union, the Agence Française de Développement and ECOWAS, and display their emblems appropriately.

## Project duration

To guarantee a sufficiently long implementation period for the actions to generate significant, measurable effects and to feed into capitalization and consultation processes, the proposed project implementation period is a minimum of twenty-four (24) months and a maximum of thirty-six (36) months.

## Project size and grant amount

The amounts awarded to project leaders may vary according to the degree of maturity of the innovation and the scope of the proposed dissemination/scaling-up and capitalization activities. The following breakdown is proposed:

|  |  |  |  |
| --- | --- | --- | --- |
| Project level | Description | Scope of scaling distribution | Proposed financial envelope |
| Level 1 | Pilot project, innovation under development | Experimentation and distribution to a limited number of producers  Intervention in 1 single country | Up to €300,000 |
| Level 2 | Innovations already tested or to be adapted to contexts and a diversity of territories, and development under real conditions | Wide experimentation and dissemination, capitalization activities  Operations in 1 (or 2 countries in the case of cross-border operations | Up to €500,000 |
| Level 3 | Ambitious experimentation and/or innovation already tested and adopted on a regional or national scale | Ambitious experimentation and/or wide dissemination, capitalization activities developed  Operations in at least 2 countries | Up to €1,500,000 |

## Geographical coverage and distribution key

The countries eligible under the call for project proposals to carry out the actions of the proposed projects depend on project levels 1, 2 or 3 (see "[Project size and grant amount](#_Dimensionnement_des_projets)*"*).

**For Stage 1 projects,** the eligible countries are Benin, Cape Verde, Côte d'Ivoire, Gambia, Ghana, Guinea, Guinea-Bissau, Liberia, Nigeria, Senegal, Sierra Leone and Togo. Each Stage 1 project will involve only one of these countries

**For level 2 projects,** the eligible countries are Benin, Cape Verde, Côte d'Ivoire, Gambia, Ghana, Guinea, Guinea-Bissau, Liberia, Nigeria, Senegal, Sierra Leone and Togo. Project activities may however:

* Concern only one (1) of these countries,
* Involve two (2) of these countries in the case of cross-border operations,
* Involve one (1) of these countries plus one (1) of Burkina Faso, Mali and Niger, **provided that the project leader's head office is located in one of the ECOWAS member states** and that the project is cross-border.

**For level 3 projects,** the eligible countries are Benin, Cape Verde, Côte d'Ivoire, Gambia, Ghana, Guinea, Guinea-Bissau, Liberia, Nigeria, Senegal, Sierra Leone and Togo. Project activities may however:

* Involve only two or three of these countries,
* Involve one (1) or two (2) of these countries plus one (1) of Burkina Faso, Mali and Niger, **provided that the project leader's head office is located in one of the ECOWAS member states**,
* Involve one (1) of these countries plus two (2) of Burkina Faso, Mali and Niger, **provided that the project leader's head office is located in one of the ECOWAS member states.**

**For operations in non-ECOWAS countries, the partner must be a civil society or private sector organization.**

Within the framework of the DéSIRA Project+ AO, a total of 20 projects is planned. The provisional distribution key between project levels is as follows:

* Level 1 projects: 10 projects;
* Level 2 projects: 6 projects;
* Level 3 projects: 4 projects.

Projects will be evaluated and ranked by country. The best project per country will be selected. For other projects, selection will be based on the scores obtained.

A waiting list will be drawn up in order of ranking, regardless of project level. If, once the 20 projects have been financed, there is a significant financial residue on the overall envelope, this residue will be used to finance the best projects on the waiting list, subject to budget availability.

## Target audience

As part of the implementation of field projects, the establishment of partnerships between different stakeholders will involve several types of stakeholders, including:

**The final beneficiaries**: the populations of the ECOWAS region, in particular poor households vulnerable to food and nutritional insecurity and to the adverse effects of climate change, as well as the operators (research centers, training centers, extension and advisory services, NGOs, farmers' organizations, etc.) who support these communities and family farms in the field.

**The target groups** for field projects are:

* Producer collectives that have been working for many years in the agro-sylvo-pastoral and fisheries sectors at regional, national and local levels. They will be the key vectors for disseminating good agroecological practices and will act as a bridge with the project's final beneficiaries, who are primarily poor households vulnerable to food and nutritional insecurity and less resilient to climate change.
* Local/territorial authorities. These include those in charge of rural communes and their inter-communal structures, with a particular focus on the various communal development plans, and communal and inter-communal plans for managing and preventing the risks of climatic disasters (floods, droughts, etc.).

## Nature of eligible bidders and lead partners

To ensure coordination between the various stakeholders involved in each project, technical and financial reporting, and monitoring and evaluation of activities, their effects and impacts, eligible bidders are consortia made up of at least three (3) **development operators capable of managing large-scale, multi-stakeholder projects.**

The leader of each consortium will be:

* Or a farmer organization (FO);
* Or a research and/or training organization;
* Either a local or international non-governmental organization (NGO) (international organizations must present themselves in consortium with a local organization and must mobilize local resources)
* Or a private-sector stakeholder.

These operators must have the capacity to manage the entire project, from conception to long-term implementation. The partnership leader must have experience of managing the partnership with the other types of stakeholders involved, whose involvement is essential to the success of the project, particularly in terms of coordination, administrative and financial management, monitoring-evaluation and reporting.

FOs are eligible to act as lead partners if they have significant project management experience. If FOs are interested in becoming involved in an agro-ecological transition process, but do not have sufficient project management experience, it is preferable that they become partner members of the consortium whose proposal will be led by another development operator.

NGOs may be national or international and may act as lead partners for this call for project proposals. These structures must have the necessary agreements to work in the country where the project will be carried out. They may also be a partnership between a national NGO and an international NGO. In this case, the project document must clearly specify the division of tasks and the structure responsible from a technical and financial point of view. The experience of the operators will be an important factor in the admissibility of proposals.

To be eligible, private companies must:

* Have committed, or will commit, to a contract with producers to process and/or market products derived from the agroecological practices they apply or will apply;
* Be engaged in a bio-input development process, or in the supply of services, agro-supplies or equipment

## Consortia constitution

Field projects must be based on a partnership comprising **at least three (3) different types of actors**, divided into two groups: actors whose presence is mandatory in the consortium and other possible types of actors:

**Mandatory stakeholder:**

* One lead bidder from among the four types of actors listed in the [Nature of eligible bidders and lead partners](#_Nature_of_eligible) paragraph, with recognized experience in providing support and advice to producers, and in rural outreach at various levels (grassroots group, union, local authority);
* A formally constituted professional agricultural organization: a collective of producers, preferably organized as a group, cooperative, association, union or federation of groups or cooperatives, etc. committed to the agro-ecological transition, and recognized by the technical services and regulations in force in the country.

**Other possible stakeholder:**

* A local/territorial authority;
* A public structure or company.

The bidder or one of its consortium partners must be a body governed by the law of one of the ECOWAS member states.

FOs are the main means of strengthening farmers' involvement in agricultural and agri-food chains, capturing greater added value from their production and enabling a more equitable redistribution of the wealth created. They also help to improve farmers' access to various services, and to ensure that farmers are represented in the development and negotiation of public policies that are more favorable to the agroecological transition, at local, national and international levels. In view of these factors, a consortium of stakeholders will only be eligible if a formally constituted FO is part of it, as leader or member of the consortium.

A given bidder can only be the lead partner in one project proposal. It may, however, appear as a partner in one (or more) other proposal(s).

## Functioning of stakeholder consortia

Each project will be proposed by a consortium of stakeholders, whose activities will be coordinated by the development operator (i.e., the consortium leader), under the responsibility of ECOWAS. These actors will work collectively during the formulation phase to ensure that the proposal is well aligned with the needs and capacities of each actor in the implementation phase. The development operator bidding for the project must be able to bring the partnership between these stakeholders to life, from the design phase right through to the completion of project activities.

The notion of a consortium of members involved in a project implies that the full project brief should spell out the provisions and mechanisms designed to ensure i) the effective participation of each member in the formulation of the project proposal, ii) balanced project governance (coordination and decision-making), iii) concerted distribution of grant funds, and iv) shared ownership of the references and capitalization products resulting from the project.

## Partners and contractors

These entities are neither applicants nor partners. They are not required to sign the partnership declaration.

**Associates:** other organizations or individuals may be associated with the project. Associates effectively participate in the action, but are not entitled to the grant, except for per diems and travel expenses. Associates do not have to meet the eligibility criteria. Associates must be listed in [Appendix B](#_Annexe_B_:_1).

**Contractors or service providers:** beneficiaries and their affiliated entities may award contracts to different external contractors or service providers. Associates or affiliated entity(ies) may not be both beneficiaries/affiliates and project contractors. Contractors or service providers must be selected in accordance with the procurement rules applicable to the DéSIRA+AO Project.

## Operating and financing procedures

The maximum share of subsidy by ECOWAS is **80% of the total budget of each project financed**. The bidding operator and/or its partners must provide a **minimum co-financing of 20% of the total project budget**.

The co-financing required aims to increase the impact of field projects, empower operators in project implementation, and encourage interaction between different types of stakeholders in the mobilization of funding. This co-financing of at least 20% of the total project budget can be in cash, or partially in kind and in cash. In the latter case, **the minimum cash requirement is 5%**.

The project budget presented in the full proposal will include the ECOWAS grant and consortium co-financing.

The total project budget will include all taxes.

**Certain expenses not eligible under the grant budget will be eligible under the co-financing expenses borne by the project holder and its partners, such as taxes and duties of all kinds**.

Complete Notes must show co-financing, which can take several forms and must be precisely quantified:

* Co-financing from other financial partners (donors, public bodies such as communes or regions, local development funds, etc.) to finance specific activities and infrastructures and/or increase the scope of the project;
* Additional funding from local development projects financed by AFD or EU, which can be mobilized by local authorities in certain countries;
* Provision of field staff on a permanent or temporary basis. The terms and conditions of such provision must be set out in the project document, and will be the subject of an agreement between the development operator and the structure making the staff available;
* In-kind contributions from farmers' groups and FOs (supply of labor and materials for collective actions, promotion of FO advisors or technical agents involved in the project, provision of premises);
* Other costs that are not eligible for the grant, but which are necessary and provided for in the co-financing budget of the project holder and/or its project partners, such as taxes and duties of all kinds.

The ECOWAS contribution will cover eligible costs only.

Eligible costs are those actually incurred by the beneficiary(ies) and affiliated entity(ies). They may take the following forms:

* **Unit costs**: cover all or part of specific eligible cost categories that are clearly determined in advance by reference to an amount per unit;
* **Lump sums**: cover all or part of specific categories of eligible costs that are clearly determined in advance;
* **Flat-rate financing**: covers specific categories of eligible costs that are clearly determined by the application of a pre-determined percentage.

Amounts or rates must be estimated using objective information such as statistical data or any other objective means. It is also possible to refer to certified or verifiable historical data. The methods used to determine the amounts or rates of unit costs, lump sums or flat rates must be verifiable. Cost estimates must be reasonable, considering costs already incurred by the beneficiary(ies) and their partners; they must be in line with their accounting practices; no profit must be made; and they must not already be covered by other sources of funding (no double funding).

The following costs are not eligible for subsidy:

* Costs related to the preparation and transmission of proposals;
* Expenses not directly related to the project;
* Services rendered in the framework of an intervention as operator in other projects financed by the RAAF or ECOWAS, during appraisal or execution;
* Expenses for which financing were initially granted by another financial partner;
* Debt and debt-related expenses;
* Provisions for potential future losses or liabilities;
* Interest expense ;
* Exchange losses ;
* Loans to third parties ;
* Taxes and duties of all kinds
* All expenditure incurred prior to the date of signature of the subsidy contract between ECOWAS and the project holder.

Administrative costs related to the implementation of subsidized project activities will not exceed 6% of the amount of the grant awarded.

Funding for the selected projects will be paid in three instalments as follows:

* 30% on signature of grant agreement;
* 60% subject to submission of a technical and financial progress report attesting in particular to at least 70% completion of the first instalment; external annual audit report(s) due at the date of the request for payment of the second instalment, commissioned and validated by the RAAF; and
* 10% on submission of a technical and financial progress report showing 100% completion of the first instalment and 70% completion of the second instalment; external annual audit report(s) due at the date of the request for payment of the third instalment, commissioned and validated by the RAAF.

A final audit, commissioned by the RAAF, will take place after the technical completion date of each project (i.e. the deadline for the use of funds to be set out in the grant agreement).

In accordance with the final audit report, the RAAF will be entitled to request reimbursement from the beneficiary project owner:

* Any amount not duly justified or insufficiently justified as Eligible Expenses, as well as
* Any amount standing to the credit of the Project Account on the final date for the use of funds to be set out in the Grant Agreement.

The project owner will be required to reimburse these sums to the RAAF within twenty (20) calendar days of being notified by the RAAF.

## Project selection

In the first stage, short notes with an evaluation score of at least 70/100 will be shortlisted. The distribution key per Project Level (see paragraph [Geographical coverage and distribution key](#_Conditions_géographiques_et)) will be applied. Geographical distribution will also be considered to ensure relative equity in the distribution of the field project grant between the different ECOWAS countries.

Concept notes with a score of at least **70/100** will be selected, with the aim of covering all ECOWAS countries by the end of the selection process

In the second stage, the full scores formulated by the operators whose short scores have been retained will in turn be evaluated once their eligibility has been confirmed. Complete Notes with an evaluation score of at least **70/100** will be pre-selected and ranked by project level. The distribution key defined in the [Geographic coverage and distribution key](#_Conditions_géographiques_et) paragraph will then be applied, with the aim of covering all ECOWAS countries by the end of the selection process.

It is essential that the project proposals selected reflect a diversity of agro-ecological zones and are not concentrated exclusively in a single region. The selection committee must therefore ensure this balanced distribution. However, to encourage exchanges and the sharing of experience, particular attention may be paid to the networking of operators working in the same agro-ecological zone.

The selection committee must decide in the event of a tie between proposals. The selection committee must also decide on the following two cases: 1) absence of proposals in a country and 2) no proposal of a given project level or theme has obtained 70 points out of 100.

If the best project in a given country does not achieve the required minimum score of 70 points out of 100, the Selection Committee reserves the right to select a project with a score of less than 70 that could be improved.

In the event of a tie between two or more project proposals, analysis of the criteria scores and their sub-criteria is a possible means of arbitration.

## Assessment methods

The project concept notes will be scored out of 100 points according to the scoring grid subsequently presented in Table 2 of [Section 5 - Proposal criteria and scoring grids](#_Evaluation_des_notes).

Full marks will be scored out of 100 points according to the scoring grid subsequently presented in Table 3 of [Section 5 - Proposal Criteria and Scoring Grids](#_Evaluation_des_notes_1). The evaluation results of the short notes will then no longer be considered.

## Summary of non-admissibility clauses for proposals

The following elements will result in a project proposal being rejected:

* Budgeting of ineligible expenditure;
* The amount of subsidy requested does not comply with the minimum-maximum ranges indicated in the corresponding section;
* The proposed project duration is less than the minimum duration indicated or greater than the maximum duration indicated in the corresponding section;
* The project is based on a theme other than one of those indicated in the corresponding section and/or does not combine actions in **at least two of the seven themes** presented in [Section 4: Thematic coverage](#_Couverture_thématique) ;
* The project owner is not a development operator as defined in the corresponding section;
* The project is not based on a consortium made up of at least three of the eligible stakeholders listed in the corresponding section;
* The consortium of stakeholders does not include a formally constituted FO;
* Administrative costs related to the subsidy requested exceed 6% of the amount of the subsidy;
* Participation by the same bidder as project leader in more than one project proposal;
* Neither the bidder nor any of its partners is subject to the law of one of the ECOWAS member states;
* The type of activities to be implemented by the project are not considered eligible as defined in [Section 4: Thematic coverage](#_Couverture_thématique); and;
* The project does not respect the geographical coverage defined in these guidelines.

## Reporting and monitoring

Each project must have an internal monitoring and evaluation system to track progress in implementing the planned actions and changes in indicators, distinguishing between indicators based on resources and techniques (par ex. (e.g.: areas affected by activities, rate of recovery or survival of trees planted or resulting from assisted regeneration, changes in the use of chemical inputs, effectiveness of experimentation and dissemination methods, etc.) and indicators based on effects and impacts (e.g.: rate of increase in yields, impact on household income and nutritional status, etc.). Generic indicators designed to feed into the description of the overall and specific objectives of the DéSIRA+ AO Project and presented below in [Appendix D](#_Annexe_D_:), will be compulsorily included within each project scheme.

Some of the generic indicators must be included in the project leaders' logical frameworks (see [Appendix D](#_Annexe_D_:)), to help describe the overall and specific objectives of the DéSIRA+AO project. They should be considered within each project's monitoring-evaluation system.

The reporting schedule for field projects is as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| Report type | Periods covered | Report format | Deadline for submission |
| Monthly | 1 to 28, 30 or 31 of each month (M) | Simplified monthly dashboard + Up-to-date accounting | 5th of the following month (M+1) |
| Quarterly | January 1 to  March 31 | Quarterly dashboard+ Up-to-date accounting + Transmission of soft copies of invoices and expense vouchers for **quarters 1 and 3**  + **AWPB provisional version for the following year to be submitted with report to 30/09** | April 7 |
| July 1 to  September 30 | October 7 |
| Half-yearly | January 1 to  June 30 | Narrative report of 10 to 15 pages maximum, including half-yearly scorecard+ Up-to-date accounting + Transmission of scans of invoices and proof of expenses for **quarter 2** | July 10 |
| Annual | January 1 to  December 31 | Narrative report including annual scorecard+ Minimum 20 High-Definition photos of the project+ Up-to-date accounting + Transmission of scans of invoices and proof of expenditure for **quarter 4**+ **AWPB final version for the following year** | January 14 |

Dashboards and reports must follow the templates that the RAAF, via the Regional Coordination Unit, will make available to each selected project leader at the start of activities, failing which they will be systematically rejected.

Finally, a final technical and financial implementation report, covering all activities carried out and the final results obtained, must be submitted within one (1) month of the technical completion date of each project.

Capitalization actions will be planned by operators throughout the project.

# Thematic coverage

The call for project proposals covers the following themes:

* **Theme 1:** Access by family farms to organic agricultural inputs (biopesticides, biofertilizers, biostimulants) for integrated soil fertility and pest management (promotion of production units, product certification and development of supply channels, etc.);
* **Theme 2:** Agroecology and the drudgery of work / employability of young people: mechanization and new information technologies to improve labor productivity in agroecological systems and the attractiveness of jobs in the agricultural sector in West Africa;
* **Theme 3:** Seed systems to promote agro-biodiversity (farmers' seeds, neglected crops, etc.);
* **Theme 4:** Agroecology and nutrition: legumes and diversification of production systems with forgotten/neglected crops, to promote nitrogen uptake and soil health, and improve nutrition;
* **Theme 5:** Training, research-action and advisory support systems for disseminating knowledge on agro-ecological practices: support systems for co-designing innovations and digitalization, and advisory services to promote horizontal exchanges of knowledge and experience;
* **Theme 6:** Agroecology and access to markets: development of short circuits (farmers' markets in urban areas, etc.) and institutional markets (school canteens, etc.);
* **Theme 7:** Livestock and agroecology (manure contracts with pastoralists; agriculture/livestock association; agropastoralism development, etc.).

**Each project must cover at least two of the seven proposed themes.**

The activities that *consortia* can propose in their projects include (**but are not limited to)** :

* **Training and capacity-building activities to adapt and widely disseminate innovations**
  + *For POs, civil society and private-sector stakeholders in agroecology*

The activity will involve designing operational training programs to increase the capacity of farmers' organizations, civil society and private-sector stakeholders to scale up innovations that have been designed, tested and proven. The aim will also be to strengthen learning by setting up systems that encourage the acquisition of knowledge through practice. To encourage the implementation of small and large-scale processes for the creation of innovative technologies, the activity will also involve the development of training manuals and programs, business plans, the reinforcement of training facilities, and the acquisition of teaching materials and equipment. The aim is to promote the appropriation of knowledge and increase the number of people trained.

* + *To the attention of producers:*

It aims to increase the capacity to innovate and the adoption of agroecological innovations co-developed by farmers, agro-pastoralists, SMEs, research and extension structures. The number of beneficiaries to be trained will depend on the stage of each project (see paragraph 7.3). To reach as many beneficiaries as possible, project leaders should propose innovative methods of advice and training in agroecology. They may opt for cascade training or methods involving exchanges of experience between farmers or advisors. Particular attention should be paid to training women and young people, who should represent at least 35% of beneficiaries. Digital tools developed as part of the project will be used to complement existing approaches.

* **Action research trials to improve agricultural practices and natural resource management based on ecological processes and to improve post-harvest practices based on organic methods**

In connection with the above-mentioned themes, or other themes to be identified at a later date depending on the changing context and needs of producer and processor organizations, existing research, results obtained from previous projects and programs such as PAE, and available financial resources, The aim is to set up participatory experiments to guarantee the robustness of innovations and adapt them to the needs and constraints of stakeholders, to validate their potential for large-scale adoption in line with the characteristics of the innovation, their profitability and their response to the real needs of stakeholders. Depending on the stage of the projects (see paragraph [Project size and grant amount](#_Dimensionnement_des_projets)), the aim will be either (i) to design experimental protocols and carry out initial tests with stakeholders at local or regional level (level 1 project); or (ii) to extend the scope of experimentation to national or cross-border levels (level 2 project) or multi-country levels (level 3 projects).

This activity will involve co-designing innovations and/or strengthening innovation processes in their technological, economic and social dimensions, through experimentation and knowledge sharing. Producers' needs in terms of improved agro-sylvo-pastoral and fisheries practices based on agroecology, natural resource management, development of organic inputs, farm advisory services, post-harvest product storage/conservation systems, etc., as well as innovations corresponding to these needs, will be identified. The areas covered by the experiments and by the innovative technologies used and adopted will be evaluated and expressed as a proportion of the areas farmed by the producers or farms benefiting from the Project, etc.

In all cases, farmers' organizations and other relevant stakeholders will be involved identifying needs and designing and implementing experiments and systems, to ensure that solutions are co-created and that the practices and processes developed are properly appropriated. An assessment of the costs of designing and using innovations will also be carried out to infer the potential for adoption and the socio-economic risks of abandonment.

* **Capitalization and dissemination of the results of field projects**

Each field project, with the support of the Project's Regional Coordination Unit (RCU), will have to capitalize internally on its project's achievements. This will be based on the forms proposed by the RAAF, which will define the guidelines for capitalization. These sheets may be improved/adapted on a case-by-case basis to take account of the specific features of each project. In addition, from the outset of the projects, technical data sheets will be made available to them to carry out baseline studies, collect data regularly throughout the life of each project, and enrich and facilitate internal and final external capitalization. At the end of this final external capitalization of the projects, documents (guides, transversal and thematic technical sheets, etc.) and other media (videos, on-line training modules, scaling guides, etc.) will have to be produced, as well as the organization of consultation and dialogue frameworks for a wide dissemination and appropriation of the acquired knowledge. All the indicators on both the capitalization and data collection sheets will be linked to those of ECOWAP. Deliverables will be specific to each project and theme but will also be contextualized to best suit the innovation to be disseminated, the target audience and the specific features of agroecology areas. The regular data collection sheet will enable relevant links to be made between projects and between projects and ECOWAP indicators.

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| General guidelines | |
| Importance of research recognizing farmers' know-how and the diversity of agroecological practices already tested | The adoption and dissemination of agroecology practices requires recognition of farmers' know-how and locally developed innovations. Projects must therefore incorporate participatory action-research approaches, involving farmers and breeders in the co-construction of knowledge. Partnerships with research institutions are essential to scientifically document the effectiveness of agroecology practices already tested in the field.  The use of digital tools and collaborative platforms can facilitate these horizontal exchanges, by promoting the collection, sharing and validation of local knowledge. This will reinforce the legitimacy of farmers' practices and support their integration into public policies and training schemes. |
| The projects' interest in participating in the dialogue forums set up in the countries to feed the strategic reflection for a better consideration of agroecological transformation processes in the formulation and implementation of public policies. | To ensure that agroecology is better integrated into public policy, it is essential that project leaders actively participate in the multi-stakeholder dialogue forums set up in their countries. These forums offer a strategic opportunity to share lessons learned in the field, highlight success stories and draw attention to the challenges facing the agroecology transition.  By contributing to these processes, projects can influence the formulation and implementation of agricultural, environmental and land policies by drawing on concrete experience. In this way, they foster an approach in which tried-and-tested practices and producers' needs are better considered. Participation in these bodies also helps strengthen synergies with other stakeholders (farmers' organizations, researchers, decision-makers) to accelerate transformation on a broader scale. |
| Disseminate agroecology practices based on solid references to encourage their adoption | Before large-scale dissemination, it is important to ensure that the agroecology practices proposed have demonstrated their relevance and effectiveness in a variety of contexts. Such dissemination must be based on innovations whose agronomic, economic, social and environmental impacts have been thoroughly analyzed and documented. Projects will encourage the establishment of partnerships to observe and measure the effects of practices in real-life conditions. Participatory experimentation, combined with appropriate monitoring systems, will help identify the most appropriate approaches for local contexts. This approach will strengthen the confidence of producers and institutional stakeholders, encouraging the adoption of agroecology practices and their inclusion in public policies and agricultural support systems. |
| Consideration of the technical, economic, social and environmental impact of innovations before they are disseminated, and the need to specify the monitoring and measurement procedures provided for in project proposals. | To ensure the relevant and effective dissemination of agroecology innovations, it is essential to rigorously assess their performance from several angles: technical-economic, social and environmental. Right from the design stage, project leaders must integrate monitoring and evaluation systems to measure the impact of the practices they promote.  Project proposals must specify the key indicators to be used (yield, profitability, adoption by growers, impact on biodiversity and natural resources, etc.), as well as data collection methodologies (experimental plots, grower surveys, comparative analyses). The involvement of farmers, researchers and other local stakeholders in this process is essential to guarantee the relevance of the results and to adjust practices before their wider dissemination. |
| Ensuring that women and young people are considered in projects | The involvement of women and young people must be a cross-cutting priority in all projects. Women, like young people, play a key role in agricultural production, livestock breeding, product processing, natural resource management and household nutrition. Yet they face structural obstacles (limited access to land, financing, inputs, training and markets) that restrict their ability to take full advantage of agroecology innovations.  Projects will therefore need to integrate an inclusive approach by facilitating access for women and young people to productive resources (land, inputs, adapted equipment), encouraging their active participation in consultation and decision-making bodies, developing training adapted to their specific needs and constraints, strengthening their access to markets via short circuits, cooperatives and dedicated financing, and ensuring differentiated monitoring and evaluation to measure the impact of innovations on their empowerment and commitment to agroecological value chains. |

## Theme 1: Access by family farms to organic agricultural inputs (biopesticides, biofertilizers, biostimulants) for integrated soil fertility and pest management (promotion of production units, product certification and development of supply channels, etc.).

Projects should aim to foster the agroecological transition of family farms by increasing their access to organic agricultural inputs (biopesticides, biofertilizers, biostimulants) for integrated soil fertility and pest management (promotion of production units, product certification and development of supply channels, etc.). This approach must be part of a systemic and participatory vision, involving multi-stakeholder partnerships and integrating technical, organizational and commercial aspects. It is important to show that the initiative is not created at the expense of pre-existing local initiatives and will not limit producers' self-production of bio-inputs (reduced access to certain raw materials) but rather stimulate this self-production (in parallel with the setting up of production and marketing units).

### Strategic guidelines for project developers

**Development and reinforcement of agroecological innovations:** project leaders will have to identify local needs for organic agricultural inputs through a participatory and inclusive diagnosis involving producers, NGOs, researchers, SMEs and advisory and extension institutes. On this basis, innovative products (biopesticides, biofertilizers, biostimulants) adapted to specific agroecological contexts should be developed. It is essential to make the most of local resources to guarantee the appropriation, sustainability and affordability of inputs.

**Multi-stakeholder partnerships**: these will be at the heart of projects that integrate farmers' organizations, local communities, research institutions and the private sector to strengthen collective innovation capacities. The aim is also to certify, or even homologate, these inputs in compliance with national (or regional, if applicable) regulations, while ensuring their availability to family farms.

**Promotion and dissemination of agroecological innovations:** the dissemination of innovations should involve standardizing the production of organic inputs, testing their effectiveness on the farm, and effective and inclusive extension services. Projects will need to set up pilot plots with farmers, if necessary in collaboration with research, to provide proof of the effectiveness of organic inputs and organize practical training for producers in their use.

**Strengthening supply channels**: this is a priority and includes the creation of local production units, a product control system and accessible distribution networks, managed in collaboration with agricultural cooperatives and SMEs. Innovations will also need to be capitalized on and documented to enable them to be disseminated on a large scale, thanks to pedagogical tools and exchange and learning platforms.

**Territorial anchoring:** project holders must anchor their organic input production units at local level, based on an analysis of local needs. The location must guarantee access to inputs for family farms, and be integrated into the economic and agroecological dynamics of the region. The mobilization of local resources and consultation with stakeholders will ensure the viability and sustainability of these initiatives.

**Monitoring-evaluation and sustainability of innovations:** to guarantee sustainable results, projects must incorporate a participatory monitoring-evaluation system. This will make it possible to measure the technical, economic and environmental impact of innovations, while encouraging continuous learning and acceptance. Lastly, project leaders will need to develop strategies for sustainability, which may include lobbying for institutionalization and anchoring in public policy, setting up appropriate financial mechanisms, appropriation and contextualization of innovations, etc.

### Groups and types of activities to be developed

The activities to be developed should help create an ecosystem conducive to agroecological transition, by integrating producers into innovative, sustainable and inclusive dynamics.

**The following list of activities is provided as an example to guide bidders in drafting their projects. It is neither exhaustive nor obligatory. It is the responsibility of each project holder to propose activities that are relevant to the context and environment of their project.**

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| Activity groups | Types of activity | Examples |
| Development and production of organic inputs | **Research and development (R&D)** | * Design and test solutions adapted to local realities, such as natural composts or biofertilizers, crop associations, biological control techniques or regenerative agriculture. * Identification and formulation of biopesticides, biofertilizers and biostimulants adapted to local crops, local availability of raw materials and specific climatic conditions * Studies on the effectiveness of products derived from local resources (plants, micro-organisms, organic waste) * Strengthen research structures and national laboratories for accreditation of agroecological inputs, harmonization, certification and quality control in a participatory approach. * Etc. |
| **Creation of local production units** | * Installation of small organic input manufacturing units. * Technical training in management, production, production control, storage and maintenance of production infrastructures * Exploring ways of recovering the organic fraction of urban household waste to increase the amount of compost produced * Pooling efforts to achieve higher production levels, with the involvement of the private sector, aggregation of several production units, harmonization of processes, etc. * Encourage collaboration to produce inputs at prices affordable to producers * Etc. |
| **Homologation and certification** | * Support for definition of standards for organic products and biopesticides, support for the registration of locally produced organic inputs * Assistance in obtaining the necessary authorizations from the relevant authorities * Etc. |
| Innovation dissemination and capacity building | **Training and awareness-raising** | * Organization of training sessions for growers on the production and use of biopesticides, biofertilizers and biostimulants, and assistance with decisions concerning the various commercial products available and/or self-production on the farm. * Awareness-raising workshops on the benefits of organic inputs for soil health, farming system resilience and cost reduction * Raising awareness via community radio, posters and WhatsApp groups * Etc. |
| **Field demonstrations** | * Setting up pilot or demonstration plots to test and illustrate the effectiveness of inputs * Visits to pilot plots to share results with farming communities * Etc. |
| **Capitalizing on and disseminating knowledge** | * Development of appropriate teaching aids (data sheets, videos, guides) * Organization of forums for producers to exchange experiences * Etc. |
| Structuring supply circuits | **Strengthening value chains** | * Support for logistics and distribution of organic inputs to family farms via cooperatives or local sales outlets * Development of partnerships between producers, retailers and SMEs to secure supply channels * Etc. |
| **Networking the stakeholders** | * Creation of exchange platforms between input producers and farmers * Promoting the integration of innovations into local and regional supply systems * Etc. |
| Strengthening partnerships and governance | **Creating synergies between stakeholders** | * Development of multi-stakeholder agreements between NGOs, research institutions, private companies and public authorities to support project development * Participation in national or regional working groups to promote organic inputs in agricultural policies * Etc. |
| **Training local stakeholders** | * Building the capacity of farmers' organizations and cooperatives to play an active role in the production, distribution and adoption of organic inputs. * Awareness-raising / training of agricultural training and advisory structures on available products, their use and their effects * Etc. |
| Monitoring, evaluation and learning | **Setting up participatory monitoring systems** | * Participatory monitoring and awareness-raising to improve community participation * Training growers to collect and analyze data on input efficiency and observed changes (soil fertility, soil macrofauna bioindicators, pest management, crop yields). * Monitoring of economic, social (farmer empowerment, job creation) and environmental (biodiversity, climate resilience) impacts. * Etc. |
| **Impact assessment** | * Impact studies to measure the adoption of innovations, their economic profitability and their contribution to the sustainability of family farms. * Etc. |
| **Sharing lessons learned** | * Participation / Organization of conferences, publications or webinars to share results and best practices at national and regional level * Dissemination of fact sheets, videos, animations, etc. on methodology, practices and results obtained * Etc. |
| Financial innovations and incentives | **Support for financing mechanisms** | * Setting up revolving funds or subsidies to facilitate access to organic inputs or equipment for self-production on the farm. * Collaboration with financial institutions (microcredit, etc.) to develop credit products tailored to the needs of family farmers. * Promoting the financing of agroecological input production units * Etc. |
| **Adoption incentives** | * Development of subsidy programs or initial endowments for organizations or consortia of stakeholders involved in the production and distribution of organic inputs. * Etc. |
| Advocacy for the integration of organic inputs into agricultural policies | **Awareness raising and mobilization of local stakeholders** | * Workshops and information sessions * Organization of meetings with farmers and local decision-makers to explain the benefits of organic inputs * Training sessions for local agricultural advisors and technicians * Presentation of success stories from other localities * Etc. |
| **Setting up demonstrations in the field** | * Local experiments and farmer field schools * Training farmers to produce and use local biopesticides and biofertilizers * Development of practical guides adapted to local conditions * Etc. |
| **Dialogue with local authorities and institutional advocacy** | * Meetings with mayors and local agricultural services * Preparation of memorandums and recommendations for submission to local decision-makers * Mobilization of traditional and religious leaders to support the approach * Integration of the private sector (bio-input producers) * Etc. |
| **Strengthening supply chains and local policies** | * Support for the creation of small organic input production units: support for farmer groups to produce compost, biopesticides and biostimulants locally, development of viable business models for local marketing. * Promotion of local certification and homologation: advocacy for official recognition of bio-inputs at communal/regional level, support for administrative procedures for local certification. * Etc. |

## Theme 2: Agroecology and work arduousness/employability: small-scale mechanization and new information technologies to improve labor productivity in agroecological systems

Projects should help reduce the drudgery of agricultural work by introducing adapted mechanization solutions and NTIs for agroecological practices and enhance the employability of young rural people by promoting innovative solutions for sustainable and technologically widely accessible agriculture. The proposed activities should not only reduce the drudgery of work, but also support the agroecological transition, guaranteeing solutions that are sustainable, productive, accessible and respectful of local ecosystems. Projects will seek to create synergies between stakeholders and ensure that they meet local needs while directly involving beneficiaries.

### Strategic guidelines for project developers

**Participatory and inclusive approach:** projects must be co-constructed with rural communities, actively involving young people, women and other vulnerable groups, and taking account of local knowledge. It is essential that beneficiaries are involved in all stages, from design to evaluation, to ensure sustainable adoption of innovations.

**Appropriate small-scale mechanization solutions and New Information Technologies (NIT)**: the solutions proposed must be adapted to local realities, by considering the specificities of family farms and the constraints of small rural businesses. Technologies, whether mechanical or digital, must be simple, accessible and conducive to agroecology. This includes lightweight tools, digital platforms for sharing information, and solutions that make work easier.

**Youth and employment:** the integration of young people must be a central pillar of our projects. This involves technical training, entrepreneurial support and the creation of decent jobs, not only in agroecological sectors, but also in fields such as equipment maintenance, digital agricultural services, etc. The projects should promote young people's access to economic opportunities linked to agricultural innovation.

**Empowerment and role of women**: in West African agroecological systems, women play a central role in agricultural production, processing and marketing. Projects must incorporate approaches that foster their empowerment, notably through access to mechanization tools adapted to their needs, training in new information technologies and support towards inclusive economic models. It is essential to promote collective organizations (cooperatives, women's groups) and to enhance their know-how to strengthen their participation in decision-making and improve their productivity, while reducing the drudgery of their work.

**Importance of access to land**: secure access to land remains a major challenge for producers. Involving local authorities and customary bodies is key to promoting appropriate solutions, guaranteeing access to land and thus the sustainability of agroecological systems and improved rural employability.

**Dissemination and capitalization strategies:** the innovations developed will need to be widely disseminated and valued through mechanisms such as digital platforms, field demonstrations or training in agricultural training centers. It is important that projects include mechanisms to measure adoption by beneficiaries and capitalize on best practices to enable their replication on a larger scale.

**Coordination and monitoring:** cross-functional activities mainly involve ensuring effective coordination and rigorous monitoring throughout the project. This involves establishing solid partnerships with farmers' organizations, NGOs, research institutes, private sector stakeholders and local authorities. These collaborations should foster a participatory approach and ensure that the various stakeholders actively contribute to the implementation and achievement of objectives.

In addition, a **participatory monitoring and evaluation system** needs to be put in place. This system must be based on clear indicators to measure the impact of innovations on aspects such as the reduction of drudgery, improved productivity and job creation for young people. The results obtained, together with feedback from beneficiaries, will be used to adjust project strategies and activities, while ensuring ongoing adaptation to realities on the ground.

### Groups and types of activities to be developed

The activities to be developed must respond coherently to the project's objectives by integrating concrete, innovative solutions to reduce the arduousness of agricultural work, improve the productivity of agroecological systems, and strengthen the employability of young people. They should be based on a participatory approach, mobilizing local communities, farmers' organizations, private and public sector stakeholders and research institutions, while ensuring that they are adapted to local socio-economic and environmental realities.

**The following list of activities is provided as an example to guide bidders in drafting their projects. It is neither exhaustive nor obligatory. It is the responsibility of each project holder to propose activities that are relevant to the context and environment of their project.**

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| Activity groups | Types of activity | Examples |
| Development of mechanization | **Analysis of specific mechanization needs** | * Identify the most arduous farming tasks and assess the need for suitable tools. * Carry out an analysis of existing facilities and their accessibility * Etc. |
| **Equipment design and adaptation** | * Prototype or adapt lightweight, accessible mechanical tools * Use local materials to reduce costs and guarantee reparability * Electronic" (non-ICT) innovations that are also interesting, such as electric fencing for livestock, bird and wildlife scarecrows, etc. * Etc. |
| **Creation of mechanization services** | * Develop equipment rental services tailored to family farms * Set up rural centers for access to mechanization (tools, maintenance, technical training) * Etc. |
| **Demonstrations and field tests** | * Set up pilot plots to assess the impact of mechanization on productivity and workload. * Organize practical demonstrations to make growers aware of the benefits of the equipment * Etc. |
| NIT development | **Development and distribution of digital tools** | * Create or adapt mobile applications for farm management (planning, weather, crop monitoring) * Develop online platforms or discussion groups for disseminating technical advice and sharing data * Etc. |
| **Integrating NIT into farming practices** | * Training producers to use digital tools * Etc. |
| **Promoting access to agricultural data** | * Facilitating farmers' access to information on markets, prices and weather forecasts * Encourage the use of NIT to connect producers to buyers via digital platforms * Etc. |
| Training and capacity building | **Technical training on equipment** | * Train farmers in the use, maintenance and repair of mechanized equipment * Train local technicians (especially young people) to provide maintenance services * Etc. |
| **NIT training** | * Introducing young people and producers to the use of applications, platforms and other digital tools * Strengthen young people's entrepreneurial skills to exploit opportunities linked to NTI and mechanization * Etc. |
| **Strengthening mechanization consulting** | * Creation or reinforcement of maintenance centers/pools and/or mechanization services * Etc. |
| **Workshops on agroecology practices** | * Raising producers' awareness of the need to integrate innovations into environmentally friendly systems * Promote practices that reduce dependence on chemical inputs and preserve the soil * Etc. |
| Dissemination and capitalization | **Organization of awareness campaigns** | * Conduct demonstration days in the field to show the usefulness of innovations * Create educational content (videos, guides, datasheets) on proposed solutions * Etc. |
| **Capitalizing on best practices** | * Document results (case studies, feedback, measurable impacts) * Disseminate lessons learned to other communities and partners via publications or digital platforms * Etc. |
| **Collaboration with advisory and extension structures** | * Work with agricultural colleges, rural training centers, SPOs, advisory services and extension networks to integrate innovations into their programs. * Create specific educational modules for NIT and agroecology mechanization * Etc. |

## Theme 3: Seed systems to promote agrobiodiversity (farmers' seeds, neglected crops, etc.)

Projects should contribute to strengthening agroecological and seed systems in West Africa to preserve and enhance agro-biodiversity. They should be based on participatory approaches favoring the integration of farmers' seeds, crop diversification, particularly of neglected and under-utilized crops, while promoting agroecological practices and adaptation to climate change. They should contribute to the realization of a perspective of food sovereignty (political control of practices, product choices and techniques).

### Strategic guidelines for project developers

**Multi-stakeholder approach**: projects should adopt a multi-stakeholder approach, actively integrating farmers' organizations (with particular attention to women's POs), local communities (identification in each agroecology area of farmers' practices and their expectations in terms of seeds and seedlings), NGOs, SMEs, researchers at the service of farmers' innovation, as well as the public and private sectors. These different stakeholders will need to be involved in a participatory and inclusive way at all stages of the project, in particular existing national and local seed systems.

**Enhancing the value of farmers' seeds and neglected crops**: the project aims to identify and promote local species and varieties adapted to agroclimatic and socio-cultural contexts, while developing mechanisms for conserving seeds and seedlings, whether in situ or ex situ for open use, enabling participatory selection projects for open-pollinated varieties that can be reproduced by farmers. These actions should help to identify local seed practices and integrate neglected crops into farming systems to strengthen their resilience and improve food security for all. An assessment of seed security, including that of neglected crops, will be developed and integrated into agricultural support policies. Assessment data will be used to compile statistics for planning purposes. Enhancing the value of farmers' seeds will also promote social seed certification, local entrepreneurship and nutrition.

**Local capacity-building**: projects should provide training, including online (and face-to-face) training, for producers, seed growers, farmers' organizations (with priority given to those already involved in seed production), rural communities and SMEs in agroecological techniques and practices related to seed selection, multiplication and conservation. Knowledge sharing between stakeholders should also be encouraged. Research and innovation (participatory on a territorial scale) will be at the heart of the projects, with close collaboration with scientific institutions to co-develop, and seed certification bodies to co-develop, solutions adapted to the local context, whether in terms of new varieties, production models or digital tools. These innovations will need to be tested and validated in a variety of contexts to ensure their relevance.

**Capitalization and dissemination of results**: these activities should be integrated into each project. It will be essential to document the best practices and lessons learnt through the media accessible to all (reports, videos, technical guides), while organizing and/or participating in events such as workshops and agricultural fairs. Digital strategies and local networks should also be mobilized to extend the reach of the innovations developed. All these actions must be sustainable, by proposing long-term financial mechanisms, reinforcing community autonomy in seed management, and ensuring continuity after the end of the project. The products of capitalization should enable the conceptualization and exploitation of training modules for farmers, professional supervisors and academic curricula. It is anticipated that the various projects to be supported will participate in an exchange network (modalities to be defined, such as a WhatsApp group, etc.) between the different partners to discuss the various innovations, methodologies, work in progress and results obtained.

### Groups and types of activities to be developed

Activities will combine research, participatory action and capacity building to enable communities to sustainably manage their seed resources and adapt to climatic and socio-economic challenges.

**The following list of activities is provided as an example to guide bidders in drafting their projects. It is neither exhaustive nor obligatory. It is the responsibility of each project holder to propose activities that are relevant to the context and environment of their project.**

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| Activity groups | Types of activity | Examples |
| Identification, conservation and multiplication of local resources | **Identification and documentation** | * Carry out participatory inventories to identify the genetic resources currently in use (with a list of the main varieties currently in use by species), identifying farmers' varieties and neglected crops and mentioning their traditional uses, agronomic characteristics and nutritional value. * Carry out simplified mapping of growing areas and seed-related knowledge to target priority regions and communities, particularly women (focus groups of women). * Analyze the land issues associated with seed production to secure it * Develop and identify existing seed systems, including local systems, their operation, and seed safety assessment procedures to provide data on needs for improving these systems. * Etc. |
| **Seed saving** | * Set up or strengthen the management of community seed banks to preserve old local varieties and promote access to them. * Form networks of farmers' seed conservation groups * Develop in situ and ex situ conservation strategies, such as conservation gardens or seed archives * Etc. |
| **Variety propagation and improvement** | * Set up participative multiplication fields to produce seeds in quantity and quality * Supporting participatory breeding programs to improve agronomic performance while preserving genetic diversity * Train farmers and local professionals in the multiplication of farmers' seeds and neglected crops * Develop techniques and procedures for community seed certification * Identify farmers in rural communities who are motivated by the issue of seeds and work with them to set up participatory multiplication fields to produce the quantity and quality of seeds, by species and variety, that meet the communities' main expectations * Etc. |
| Development of adapted agroecology practices | **Training and awareness-raising in agroecological techniques** | * Train growers in agroecological practices such as crop rotation, agroforestry, use of biofertilizers and isolation of plots for seed production, farm mechanization in seed systems, etc. * Organize workshops and tests of different varieties in school-fields to demonstrate the behavior of varieties in the farming environment and the benefits of agroecological systems integrating farmers' seeds and neglected crops * Set up and run Local Innovation and Community Action Circles (CILAC) to raise awareness at local level * Promoting organic input production units associated with farmers' seeds * Partnering with local radio stations * Etc. |
| **Access to quality seeds adapted to local conditions and climate change** | * Set up a participatory local certification system for farmers' seeds in conjunction with the country's existing institutional system * Develop a network of seed producers working with farmers' organizations to identify the availability of farmers' seeds and neglected crops for climate resilience and food sovereignty. * Developing seed production capacities by households and farmer seed entrepreneurship cooperatives * Etc. |
| **Natural resources management** | * Implement sustainable soil and water management systems, adapting seed production practices to local conditions * Integrate neglected crops into diversified agroecology systems, such as crop associations, local protein crops and climate-smart agriculture * Develop areas based on multi-use agroforestry associated with neglected crops and priority crops based on farmers' seeds * Etc. |
| Economic value-added and integration into value chains | **Development of high value-added products** | * Document the nutritional and therapeutic qualities of foods based on farmers' seeds and neglected crops * Train growers and SMEs in post-harvest, storage and packaging techniques to improve seed quality * Identify and test varieties adapted to production conditions and the needs of local processors * Etc. |
| **Organizing stakeholders to access markets** | * Support the structuring of producers into cooperatives or groups to reduce costs, improve their bargaining power and ensure better access to markets * Networking these seed producer organizations to offer a diversified range of farmers' seeds on the market * Develop targeted marketing strategies that emphasize the establishment of distribution units, as well as the nutritional and cultural benefits of products from farmers' seeds and neglected crops * Etc. |
| **Creating local and regional outlets** | * Facilitating contact between seed producer organizations and * national agricultural organizations, local and regional buyers, including public procurement markets such as school canteens * Organize/participate in agricultural fairs to promote farmers' seeds and neglected crops to consumers and investors * Organize food consumption days for farmers' seeds and neglected crops * Develop a partnership between producers and supermarket and restaurant operators in urban areas * Organize radio and TV broadcasts * Etc. |
| Community awareness and education | **Raising awareness of the importance of farmers' seeds and neglected crops** | * Inventory and disseminate the benefits of farmers' seeds and neglected crops * Implement awareness-raising campaigns through conferences, workshops, caravans and fairs on the benefits of agrobiodiversity and local seeds for farmers' organizations * Promote seed exchange networks to stimulate solidarity, diversification and local seed autonomy * Etc. |
| **Nutritional and cultural education** | * Work with schools, public services, canteen supply systems, NGOs, etc. to integrate neglected crops into nutrition programs and school canteens * Organize community events, such as cooking demonstrations, tastings or agricultural competitions, to promote local cultures * Promote initiatives for food and beverages based on farmers' seeds/neglected crops * Etc. |
| Research, innovation and multi-stakeholder collaboration | **Participatory research and innovation development** | * Mobilize research institutions, including agronomic universities, to co-develop adapted innovations, such as new varieties * Carry out in-depth studies on the agronomic and nutritional properties of neglected crops * Etc. |
| **Strengthening partnerships** | * Create collaborative digital platforms or discussion groups to bring together stakeholders (producers, NGOs, SMEs, researchers, decision-makers) and coordinate actions * Test and validate innovations in a variety of contexts to ensure replicability * Establish and maintain partnerships with local and national media * Etc. |
| Capitalizing on, disseminating and sustaining results | **Capitalization and dissemination** | * Document innovations using accessible media (practical guides, videos, technical data sheets) translated into local languages * Develop digital tools and spaces to share results on a large scale * Etc. |
| **Training local relays** | * Train local multipliers to disseminate innovations in target regions * Organize capitalization workshops to share learning between projects * Etc. |
| **Advocacy and sustainability** | * Participate in/organize advocacy actions aimed at valorizing farmer seeds and neglected crops (focus on the policy letter to integrate farmer seeds and neglected crops first in agroecology development strategies (systematically), and/or more generally in agricultural strategies: regulations, strategic choices based on farmer seeds and neglected crops) * Advocate for greater flexibility in national certification systems for the recognition of farmers' seeds (NB: within the framework of consortia with regional organizations) * Propose permanent financial mechanisms, such as seed funds or public-private partnerships, to guarantee the sustainability of projects * Promote a policy of participatory research based on farmers' seeds and seeds for neglected crops * Calling for a participatory seed research mechanism * Advocate for the active involvement of seed POs in public procurement procedures * Advocate for public procurement of farmers' seeds, neglected crops and related food products * Etc. |

## Theme 4: Diversification of production systems and nutrition: the role of service plants, legumes and forgotten/neglected crops in improving soil fertility and food quality

Projects should focus on promoting plants that are not the main crops, but which play a fundamental role in agroecology through the ecosystem services they produce, and which can also be integrated into a diversified diet. These include legumes, which both improve soil fertility by fixing atmospheric nitrogen and boosting the protein content of food. But other forgotten or neglected crops also help to diversify production systems, improve soil health and enhance the food and nutritional security of local communities. Some plants, known as "service plants", play a wider role in the health of agroecosystems: they improve soil health (decompaction, desalination, depollution, etc.), encourage pollinators or act as a repellent against pests or other plants. The projects will aim to meet two main objectives: firstly, the development of agroecological innovations through multi-stakeholder partnerships, enabling the innovation capacities of the stakeholders involved to be strengthened; secondly, the large-scale dissemination and adoption of these innovations by producers, rural communities and small and medium-sized enterprises.

### Strategic guidelines for project developers

**Integrated approach**: to meet the challenges of diversifying production systems, soil health and nutritional security, project holders will need to adopt an integrated approach, adapted to local specificities. This begins with an in-depth analysis of the context, to identify the needs of communities and the opportunities offered by legumes and forgotten crops. A systemic approach should be favored, valorizing both traditional knowledge and modern innovations, while integrating agroecological, economic and nutritional dimensions.

**Strong, inclusive partnerships**: project implementation must be based on strong, inclusive partnerships involving farmers' organizations, local communities, NGOs, SMEs, public institutions and research bodies. It is essential to adopt a participatory approach, to co-develop appropriate solutions and strengthen the capacities of the various stakeholders. The development of appropriate technologies and agroecology models, and the training of communities in these new practices, will be major levers in promoting the success of these initiatives.

**Women's empowerment and role**: women play a key role in the production, processing and consumption of legumes and forgotten/neglected crops (cowpea, fonio, moringa, voandzou, etc.), which are essential for soil fertility and food security. These crops, often better adapted to local conditions, enrich diets with proteins, vitamins and minerals, while improving the resilience of farming systems. Projects will seek to promote women's access to seeds, agroecological techniques (crop rotation, beneficial associations) and training in product processing and preservation. Strengthening local value chains and short distribution channels will help to increase their economic autonomy. Finally, awareness-raising campaigns on the nutritional value of these crops will reinforce their recognition and widespread adoption.

**Capitalization and dissemination of results**: Experiences and innovations must be documented so that they can be replicated and adapted to other contexts. Raising awareness among producers and communities of the benefits of new practices, and supporting their adoption through incentive mechanisms, will be key steps in ensuring widespread and sustainable adoption of the solutions promoted.

### Groups and types of activities to be developed

The activities to be developed should be part of an integrated and participatory approach, aimed at promoting diversified, sustainable and nutritious production systems, while building the capacities of local stakeholders, facilitating the adoption of agroecological innovations, and creating economic opportunities for producers and rural communities.

**The following list of activities is provided as an example to guide bidders in drafting their projects. It is neither exhaustive nor obligatory. It is the responsibility of each project holder to propose activities that are relevant to the context and environment of their project.**

|  |  |  |
| --- | --- | --- |
| Activity groups | Types of activity | Examples |
| Agroecological research and innovation | **Production diagnostics** | * Studies on service plants, legumes and forgotten/neglected crops adapted to local agro-climatic contexts and enabling soil improvement (plants to combat salinity, structure soils, increase nutrient content): what are they? How are they produced? How much are they producing? * Mapping of plots/in-depth diagnosis using satellite images, databases * What varieties exist? Are there any improved varieties (stress-resistant, nutrient-rich)? * Research into rotation and crop association practices integrating these crops and agroforestry practices (tree legumes). * Analysis of technical and economic constraints on production * Women's role in growing legumes and other improved crops * Analysis of market opportunities * What role do vegetables, or their by-products play in animal feed? Which species have dual use (human and animal consumption)? * Etc. |
| **Diagnosis of the state of research** | * What innovations in production or processing exist in projects and research stations (to develop synergies)? * Which innovations have been validated by research? * Etc. |
| **Diagnosis of food practices** | * Diagnosis of consumption trends for pulses and other nutritious crops * Analysis of the most widely consumed legumes and their most common consumption patterns * Analysis of the most popular varieties and why? * Study of processing practices for these crops * Study of their availability on local markets and the limits to their accessibility for consumers * Studies on product quality and health risks (e.g. aflatoxin in peanuts) |
| **Creation of social and cultural conditions for the adoption of these cultures** | * Awareness-raising and nutritional education: organization of community workshops on the nutritional benefits of legumes and forgotten crops, awareness-raising campaigns via local radio stations and community leaders, integration of these foods into school canteen and maternal health programs, etc. * Culinary promotion and transmission of knowledge: training women and young people to prepare nutritious and attractive dishes based on these crops, local culinary competitions to promote revisited traditional recipes, creation of recipe booklets or videos distributed in local languages * Etc. |
| **Development of innovative technologies and practices** | * Creation or adaptation of agricultural technologies (tools, seeds, biopesticides, biofertilizers) to promote leguminous crops and their mechanization * Setting up pilot plots to test diversified cropping systems and their impact on soils and nutrition * Storage systems that ensure good legume preservation and limit health risks * Improved processing, creation of new products with specific nutritional qualities * Etc. |
| Capacity-building and awareness-raising | **Training stakeholders** | * Workshops and practical training for growers on the role of legumes in rotations or crop combinations * Strengthening the skills of farmers' organizations and NGOs in project management and innovation * Etc. |
| **Community awareness and education** | * Organization of local campaigns on the nutritional benefits of legumes and forgotten crops * Design of educational materials (guides, videos, radio programs) adapted to different communities * Etc. |
| Developing partnerships and collaborative structures | **Mobilizing stakeholders** | * Organization of multi-stakeholder platforms bringing together local communities, NGOs, agricultural advisory structures, the private sector and researchers * Facilitating dialogue to co-design solutions adapted to local needs * Etc. |
| **Setting up innovation networks** | * Creation of local working groups to monitor innovations * Exchange of experiences between regions or countries on agroecological practices and results achieved * Etc. |
| Capitalizing on and disseminating innovations | **Documentation and knowledge sharing** | * Drafting of reports, data sheets and case studies on success stories * Development / supply of accessible databases of agro-ecological knowledge and innovations * Etc. |
| **Large-scale distribution** | * Participation in agricultural fairs to promote legumes and forgotten crops * Use media (radio, social networks, online platforms) to reach a wider audience. * Etc. |
| Support for adoption and economic development | **Support for processing and marketing** | * Training for women, SMEs and local cooperatives in processing and adding value to products (flours, oils, preserves) * Development of marketing channels, including local, national and regional markets * Etc. |
| **Financial support and incentives** | * Creation of funds or microcredits to encourage producers to adopt innovations in production, storage or processing. * Financial education training * Develop collaborations with private partners to ensure sustainable financing * Etc. |

## Theme 5: Training, research-action and advisory support systems for disseminating knowledge on agroecology practices: digitization and advisory services to promote horizontal exchanges of knowledge and experience

Projects must be part of a global approach aimed at strengthening local capacities in agroecology practices, based on participatory and inclusive approaches. They should also facilitate the co-construction and dissemination of innovations to support agroecology transitions, by mobilizing solid multi-stakeholder partnerships. Particular attention must be paid to promoting horizontal exchanges between producers, rural communities and other stakeholders, notably through digital tools and innovative collaborative approaches. These approaches must guarantee the quality of participation by producers, particularly women and young people.

### Strategic guidelines for project developers

**Promoting collaboration and inclusion**: project leaders should develop methodologies that actively involve all stakeholders, notably through participatory diagnostics, collaborative workshops, regular consultations and shared evaluation of results (co-evaluation). These approaches should make the most of local knowledge, while combining it with scientific and technical knowledge to ensure the relevance and acceptability of the proposed innovations.

**Exploiting digitalization as a lever for horizontal learning**: it is essential to integrate simple and accessible digital tools, adapted to the needs and capabilities of rural communities. The proposed solutions, such as video tutorials, SMS platforms or digital forums, should encourage the exchange of experience between peers and foster collective learning. These tools or alternatives should be designed to meet the challenges of limited connectivity in certain rural areas.

**Promoting the dissemination of proven agroecology practices**: as part of the strengthening of training, research-action and advisory support systems, it is important that the dissemination of agroecology practices be based on concrete evidence of their effectiveness. Before promoting an innovation, project promoters are encouraged to assess its agronomic, economic, social and environmental benefits based on feedback and in-depth analysis. Projects will aim to develop collaborations with research institutions and/or farmers' organizations to experiment, observe and document the effects of agroecological practices in real-life conditions. Digitization and farm advisory tools can also be mobilized to facilitate data collection and analysis, while strengthening exchanges between producers and experts

**Implement participatory monitoring and evaluation**: projects should incorporate mechanisms that enable the various stakeholders, particularly farmers, to participate actively in identifying constraints, exploring solutions, implementing options, collecting data and evaluating results. This approach ensures greater ownership of the results and facilitates the adaptation of innovations to local needs. The indicators used should measure not only the adoption of agroecology innovations, but also their impact on production systems and community resilience in the face of climatic challenges.

### Groups and types of activities to be developed

The activities to be developed must be designed to be participatory and inclusive, mobilizing local knowledge and technical expertise to meet the specific needs of the targeted communities. They should also encourage horizontal exchanges of knowledge between stakeholders, incorporate accessible digital tools to broaden the dissemination of innovations, and be accompanied by monitoring and evaluation mechanisms to enable actions to be adjusted and their impact on agroecology transitions to be measured.

**The following list of activities is provided as an example to guide bidders in drafting their projects. It is neither exhaustive nor obligatory. It is the responsibility of each project holder to propose activities that are relevant to the context and environment of their project.**

|  |  |  |
| --- | --- | --- |
| Activity groups | Types of activity | Examples |
| Capacity building and knowledge dissemination | **Training** | * Organization of workshops and practical training on agroecological techniques adapted to the local context * Setting up school fields or organizing practical workshops in agroecology training centers to enable learning by doing * Training producers in agroecological practices (agroforestry, crop rotation, soil management, etc.) * Design online or hybrid training modules, using accessible digital tools (video tutorials, applications, interactive guides). * Train trainers/facilitators to support local innovations rather than simply transfer knowledge. Develop facilitation skills, to guarantee the quality of participation and involvement of stakeholders in the process of co-designing innovations * Diagnosis of existing facilities to improve the training offer * Strengthening existing farm advisory services * Development of information via website for greater visibility and conservation * Promote the results of studies/projects carried out in countries or groups of countries * Etc. |
| **Awareness** | * Development of awareness-raising campaigns on the benefits of agroecological practices (brochures, videos, radio programs in local languages) * Organization of field visits to pilot plots or farms or to communities already adopting the innovations * Setting up partnerships with local media to broadcast testimonials and successful examples of agroecology initiatives * Conduct awareness campaigns on the establishment of mechanisms for ongoing collaboration between research and producers/grassroots trusts * Etc. |
| **Targeted training and start-up assistance, especially for young people and women** | * Development of adapted training systems: modular and flexible training courses, considering time constraints and family responsibilities, training sessions in local languages, with participative teaching methods adapted to different literacy levels * Support for setting up and economic empowerment: setting up mentoring and coaching schemes with experienced producers, facilitating access to land, creating support funds or dedicated micro-credits, training in financial management and entrepreneurship to enable young people and women to develop income-generating activities, etc. * Etc. |
| Developing, testing and validating innovations | **Participatory action research** | * Design and implementation of pilot projects involving producers, researchers and local organizations * Co-design and field testing of new practices, technologies and/or organizations for the development of agroecological systems, with joint evaluation of results * Setting up local or regional innovation platforms enabling stakeholders to co-construct appropriate solutions * Enhancing farmers' know-how * Etc. |
| **Personalized consulting support** | * Support for producers, their organizations and SMEs in adopting innovations through regular visits or remote consultations * Creation of local networks or producers' clubs to encourage the exchange of advice and the sharing of experience * Support for the definition of sustainable business models for the long-term adoption of innovations * Etc. |
| Knowledge capitalization and management | **Documentation and distribution** | * Production of practical guides, summary reports and case studies based on project results * Capitalize on and share innovation support approaches and systems, enabling a collaborative dynamic that includes women and young people * Development of accessible multimedia content (explanatory videos, podcasts, infographics) * Creation of open-access databases of best practices and local innovations * Etc. |
| **Restitution and valorization** | * Facilitation of feedback workshops bringing together all stakeholders to validate and enrich the knowledge produced * Organization of local or national meetings to share project results with a wider audience * Etc. |
| Digitization for horizontal exchanges and dissemination | **Digital tools** | * Development or adaptation of online platforms to promote networking between producers and local stakeholders * Setting up simple, appropriate tools (mobile applications, interactive SMS) to disseminate knowledge * Facilitating digital forums or discussion groups to stimulate exchanges between peers * Develop or adapt tools that consider the rapid evolution of the digitalization sector, and the realities of women's access to and mastery of digital tools for accessible choices * Etc. |
| **Digital content production** | * Creation of video tutorials on specific agroecological techniques * Use social networks to share tips, testimonials and feedback * Etc. |
| Participatory monitoring and impact assessment | **Participatory tools and methodologies** | * Development of suitable indicators to monitor the impact of innovations on agroecological systems, productivity and community resilience * Involvement of local communities in data collection and analysis * Etc. |
| **Feedback and adjustment** | * Organization of regular feedback sessions to adjust activities according to beneficiaries' needs and feedback * Collaborative impact assessments involving producers, researchers and institutional partners * Etc. |

## Theme 6: Agroecology and access to markets: development of short circuits (farmers' markets in urban areas, etc.) and institutional markets (school canteens, etc.).

The proposed projects should contribute to strengthening agroecology systems while facilitating market access for producers. Emphasis will be placed on developing short circuits (urban farmers' markets, etc.) and institutional markets (school canteens, etc.), by implementing collaborative and inclusive innovations. Projects will have to consider the challenges identified at the end of the PAE project, i.e. differentiating agroecological products to enhance their value, shortening marketing channels, strengthening links between value chain stakeholders (especially producers and retailers), diversifying and regularizing the supply of agroecological products, and lastly communication and consumer awareness.

### Strategic guidelines for project developers

**Systemic and collaborative approach**: project promoters should adopt a systemic and collaborative approach, integrating various key stakeholders, including farmers' organizations, producer networks, national platforms, local communities, NGOs, public institutions, the private sector and research bodies. These partnerships should make it possible to strengthen local capacities and promote agroecology innovation adapted to the specific needs of territories. Inclusive dialogue, paying particular attention to the involvement of women, young people and vulnerable groups, is essential to ensure an equitable and participatory approach. This approach cuts across the other strategic orientations below.

**Development of agroecological innovations and sustainable economic models:** the development and implementation of innovations must promote sustainable agroecological products, services and practices, while considering local knowledge and socio-economic contexts. Apart from production intended primarily for self-consumption, it is crucial to propose viable economic models facilitating producers' access to markets, notably through groupings, cooperatives or collaborative platforms. This may involve pilot and innovative projects for an area, but also projects supporting initiatives consistent with existing projects, or supporting the scaling-up of initiatives already supported within the framework of other similar projects

**Promoting short circuits**: to promote short circuits and institutional markets, initiatives should focus on creating suitable infrastructures, such as farmers' markets, urban farmers' stores or digital platforms, to bring producers and consumers closer together. Partnerships with public institutions should also be encouraged, for example to integrate agroecological products into school canteens or other institutional supplies. Integrating efficient logistical solutions, such as storage and transport, as well as adding value through local product processing, packaging and preservation facilities, is also an important lever for maximizing added value.

**Empowerment and role of women**: Women are key stakeholders in product processing and marketing. Projects can encourage their access to local and institutional markets through training in management, marketing and the use of digital technologies (e-commerce, sales platforms). Structuring women's cooperatives or groups can boost their bargaining power and visibility. It is also essential to facilitate their access to infrastructure (sales areas, processing units) and financing to develop sustainable income-generating activities.

**Capitalization and dissemination of innovations**: the results obtained should be systematically documented, in the form of guides, case studies or multimedia content, to serve as a reference for other initiatives. Awareness-raising campaigns and partnerships with local media are needed to reach a wide audience (producers, industry stakeholders, consumers and politicians) and promote the benefits of agroecological innovations. At the same time, the training of local relays, such as community leaders or animators, will reinforce the sustainability and durability of the actions undertaken.

### Groups and types of activities to be developed

The activities to be developed should meet the specific needs of producers and local communities, encourage the adoption of sustainable agroecological practices, structure inclusive economic value chains, and promote equitable access to markets while building the capacities of the stakeholders involved, valorizing local knowledge and integrating a climate resilience perspective.

**The following list of activities is provided as an example to guide bidders in drafting their projects. It is neither exhaustive nor obligatory. It is the responsibility of each project holder to propose activities that are relevant to the context and environment of their project.**

|  |  |  |
| --- | --- | --- |
| Activity groups | Types of activity | Examples |
| Capacity-building and awareness raising | **Training and support for local stakeholders** | * Organize workshops to strengthen the skills of farmers' organizations and cooperatives in managing short circuits and institutional partnerships * Organize workshops and meetings between value chain stakeholders (producers, intermediaries, processors, wholesalers, retailers, etc.) to strengthen mutual understanding of needs (sanitary quality, nutritional quality, volumes, diversity, etc.) and the implementation of sustainable commercial practices (price premiums, distribution of margins) * Set up a customer feedback system or consumer survey * Raise awareness among NGOs and community relays of the importance of agroecological markets and of adding value to local products * Strengthening the capacity of POs and cooperatives to formulate a range of local products * Etc. |
| **Awareness-raising and advocacy** | * Implement awareness-raising campaigns for public decision-makers on the benefits of integrating agroecological products into institutional markets (particularly during strategic planning for certain major sectors) * Involve the private sector more in marketing agroecological products and disseminating information to producers and POs ("customer feedback") and to urban consumers on the benefits of agroecological products for health, the environment and the local economy * Insist on packaging quality (no packaging made from persistent organic pollutants): attractiveness, quality of information on the packaging, suitability for the product (content) * Etc. |
| Developing and implementing innovations | **Development of technical solutions and agroecology practices** | * Develop technologies to improve the preservation and processing of agricultural products (solar dryers, biodegradable packaging, vacuum packaging) * Improving access to bio-inputs (to improve the quantity and quality of raw materials) * Etc. |
| **Participatory research and experimentation** | * Experiment with agroecological models in collaboration with research institutes, NGOs and local producers * Encourage initiatives by vulnerable social groups, such as women and young people * Set up innovative marketing systems: agroecological markets, certification, etc. * Study the economic and environmental performance of agroecology * Etc. |
| **Digital platforms and technological tools** | * Develop digital tools to connect producers and consumers (mobile applications, local e-commerce platforms) * Implementation of a traceability tracking process on the database to facilitate certification of agroecological products and consumer confidence * Etc. |
| Market structuring and logistics | **Development of short circuits** | * Analyze marketing channels for agroecological products * Developing short supply circuits for bio-inputs * Promote group sales of agroecological products: grouping of agroecological products (producers are scattered): setting up collection points (checking the quantity and quality of products before marketing) * Organize farmers' markets in urban areas, with appropriate infrastructure (stalls, signage) * Facilitate direct connections between producers and consumers through local initiatives (weekly markets, agricultural events, fairs, exhibitions) * Set up farmers' stores and sales outlets in urban centers, and create spaces dedicated to agroecological products at weekly markets * Etc. |
| **Development of institutional markets** | * Create partnerships with public or private institutions to integrate agroecological products into school canteens, hospitals, community centers, corporate caterers, hotel and restaurant owners, etc. * Supporting producers in contracting with public or private institutions * Etc. |
| **Improving supply chains and processing** | * Strengthen storage, preservation and transport infrastructures to reduce post-harvest losses and improve product quality, by relying on proven innovative traditional technologies and renewable energy sources. * Improve product delivery: for example, involve start-ups in product delivery * Strengthening production planning capabilities to meet buyer requirements in terms of volume, diversity and frequency of supply * Support local processing units to add value to products (marmalades, local flours, cosmetics, etc.) and meet market requirements * Etc. |
|  | **Differentiating agroecological products and managing quality** | * Conduct market and consumer research to better understand customer and consumer expectations * Collectively define product quality criteria and transcribe them into specifications * Adopt a strategy to differentiate agroecological products through certification, labeling and marketing tools (brands, GSP, organic, etc.) * Implement internal control systems to guarantee targeted quality * Etc. |
| Capitalizing, disseminating and sustaining results | **Documentation and knowledge sharing** | * Set up a system to monitor the social and technical-economic effects of marketing agroecological products (premium prices generated, reduction in production costs, social inclusion - women, young people, vulnerable groups, revenue for producer organizations, etc.) * Produce practical guides, case studies and instructional videos to share lessons learned * Set up or maintain an accessible database to disseminate agroecological innovations to other projects or interested parties * Etc. |
| **Dissemination and networking events** | * Participate in regional or national forums to present innovations and exchange experiences between project leaders * Participate in agricultural shows and exhibitions to promote agroecological products * Communicate to a wide audience on social networks to promote agroecological products * Etc. |
| **Training local sustainability relays** | * Identify and train community leaders or facilitators to continue the dissemination of innovations after the end of the project, particularly regarding marketing issues * Create cooperative or producer groups capable of maintaining and expanding activities independently * Network these cooperatives or groups to facilitate peer coaching * Etc. |

## Theme 7: Livestock and agroecology (manure contracts with pastoralists; agriculture/livestock association; agropastoralism development, etc.).

Projects should aim to strengthen synergies between agriculture and livestock farming, promote the development of agroecological livestock farming practices and sustainable management of forage resources, with a view to sustainability and inclusion. They should encourage practices that integrate the valorization of local resources, the improvement of soil fertility and the harmonious coexistence of agricultural and pastoral activities. The aim is not only to combine agriculture and livestock farming, but also to develop livestock farming practices that use fewer chemical inputs and make the most of natural resources.

### Strategic guidelines for project developers

**Integrated approach and inclusive partnerships**: project holders should adopt an integrated approach aimed at strengthening synergies between agriculture and livestock farming, while enhancing local resources and meeting environmental, economic and social challenges. These initiatives may, but need not, be based on inclusive partnerships bringing together farmers, livestock breeders, NGOs, public institutions, researchers and local communities, to guarantee the co-construction and appropriation of innovations by all stakeholders.

Two areas of support for livestock initiatives need to be balanced, given the diversity of livestock types and their agroecological dynamics:

* **Support for agroecological agropastoral systems - Development of models integrating agriculture and livestock farming**: the development of models integrating agriculture and livestock farming must be a priority. This includes approaches such as combining agriculture and livestock to maximize cross-benefits (use of manure to improve soils, forage crops to feed livestock, etc.).
* **Reinforcing the sustainability of pastoral livestock farming**: strengthening pastoral practices must be based on sustainable management of land and transhumance routes, securing mobility, and a pragmatic approach to breeds (local and adapted). These initiatives should take account of local knowledge, while incorporating innovative practices resulting from research and experimentation. Projects should support pastoral innovations by farmers (better selection of breeds, conservation of hardy breeds, creation of environmentally friendly habitats, etc.). The aim is to: **Produce evidence** on pastoral livestock farming, experiment with simple, replicable models to produce **concrete proposals from livestock farmers** that will feed into advocacy and policymaking.

**Structuring frameworks for collaboration and shared governance**: projects will also need to structure frameworks for collaboration between farmers and herders, notably through manure contracts or mechanisms for concerted management of natural resources (water, pasture, etc.). This means encouraging inclusive frameworks for consultation and dialogue and preventing land-use conflicts through participatory governance mechanisms and conflict resolution systems.

**Recognition of pastoral dynamics by governance stakeholders**: pastoralism is an agroecological farming system adapted to Sahelian ecosystems, promoting soil regeneration and optimizing natural resources. Yet it is often marginalized by public policies in favor of sedentary models. Projects will seek to include awareness-raising and advocacy actions with decision-makers to promote a better understanding of the benefits of pastoral mobility: sustainable pasture management, natural fertilization of agricultural land, securing transhumance routes. Dialogue between herders and local and national authorities needs to be strengthened to integrate these dynamics into agricultural and land policies.

**Development of competitive, viable and inclusive economic sectors**: particular attention must be paid to the development of diversified, competitive, viable and inclusive economic sectors. This includes adding value to agricultural and livestock products (meat, milk, composted eggs, fodder crops, etc.), strengthening the infrastructure required for their processing, storage and marketing, and reinforcing livestock and agricultural services (advice, animal health, feed, etc.). Project promoters will be expected to promote short circuits and strengthen access to local and institutional markets.

**Empowerment and role of women in short-cycle livestock production**: short-cycle livestock production systems, such as poultry and goat, offer essential opportunities for empowering rural women. These systems, which are accessible in terms of investment and management, enable rapid production of animal proteins for family nutrition and a stable economic contribution. Projects can help women gain access to inputs (chicks, feed, veterinary care) and appropriate infrastructure (hutches, improved hen houses), while training them in agroecology practices (extensive breeding, local feed, health management). In addition, the valorization of manure from these farms to improve agricultural soils must be integrated as a lever for optimizing agroecological systems. Support for local marketing networks (farmers' markets, women's groups) will reinforce their economic autonomy and their inclusion in virtuous circuits.

**Capitalization, dissemination and sustainability of innovations**: the results obtained must be systematically documented and shared through practical tools (guides, production of evidence, models, case studies, digital platforms). Local relays will need to be trained to ensure the sustainability of actions and amplify their adoption by producers and rural communities.

### Groups and types of activities to be developed

The activities to be developed should foster synergy between agriculture and livestock, encourage appropriate agroecological practices, promote equitable and sustainable management of natural resources, while building the capacities of local stakeholders, ensuring wide dissemination of innovations for a sustainable and inclusive transition, and setting up sustainable services.

**The following list of activities is provided as an example to guide bidders in drafting their projects. It is neither exhaustive nor obligatory. It is the responsibility of each project holder to propose activities that are relevant to the context and environment of their project.**

|  |  |  |
| --- | --- | --- |
| Activity groups | Types of activity | Examples |
| Capacity-building and awareness raising | **Training and support for local stakeholders** | * Train farmers and stockbreeders in techniques for combining farming and stockbreeding, such as plot rotation (dynamic rotational grazing), reasoned and concerted mowing and/or collection of fodder and residues as part of rangeland management and conservation, the introduction of dual-purpose cereal and legume varieties (grain and fodder) or the use of manure to improve soil fertility * Organize workshops to promote contractualization between farmers and pastoralists (manure contracts) * Strengthening the skills of agricultural and pastoral groups in the joint management of natural resources (water, pastures, etc.) * Strengthening training and advisory services for livestock farmers, particularly in animal health as part of a One Health approach (reduction and better use of veterinary drugs, promotion of ethnoveterinary practices, housing, animal welfare, feed to prevent disease and epidemics, etc.) * Strengthening the structure and dynamics of producers' colleges within inter-professions and their advocacy capabilities * Etc. |
| **Awareness raising and inclusive dialogue** | * Raise awareness among farming and pastoral communities of the benefits of agropastoral and pastoral approaches for environmental and economic sustainability * Facilitate inter-community dialogue to prevent land-use conflicts and encourage shared governance mechanisms * Etc. |
| Developing and testing innovations | **Agriculture / livestock integration** | * Implement production systems combining forage crops and cereals, dual-purpose varieties to feed animals while increasing crop yields, while ensuring that forage crop products do not compete with food crops in water- or land-deficient areas * Improving the quantity and quality of biomass for soil fertility management * Improving the quantity and quality of animal waste recycling, which also means working on animal housing/stabling * Promote pastoral field schools on agriculture and livestock integration * Support practices to optimize the use of agricultural and livestock co-products (tops, straw, stalks, manure and effluents) at farm level, while considering the management of biomass flows at regional level * Biological control of crop pests to preserve the pastoral quality of agricultural residues, sharing local knowledge * Etc. |
| **Innovations in agropastoralism and pastoralism** | * Testing innovative agropastoral models that promote seasonal rotation of herds on agricultural plots * Work on the composition of herds (cattle vs. small ruminants) and on breeds (dairy cows vs. transhumant suckler cattle) * Designing collective resource management systems (watering points, grazing areas) for transhumant herders * Propose a model for measuring and analyzing the pastoral resilience index (identify key resilience factors (such as biodiversity, natural resource management and agroecological practices), collect field data on climatic conditions and local practices, and assess coping mechanisms in the face of crises) * Pastoralism: securing rangelands; improving rangelands (uses, balances, maintenance, biomass, biodiversity, need for sowing, etc.); local breeds, adapted breeds; pastoral hydraulics; collection system; transhumant habitat, etc. * Etc. |
| **Recovery of organic by-products and waste** | * Develop solutions for transforming organic farm waste into energy or fertilizer * Job and business creation around biogas and composting units * Etc. |
| Structuring supply chains and logistics | **Organization of agricultural and pastoral partnerships** | * Facilitate the creation of manure contracts between farmers and livestock breeders to improve soils while reducing amendment costs * Encourage the creation of local groups for the collective management of pastures and watering points * Etc. |
| **Development of agropastoral value chains** | * Support the production, processing and marketing of quality agropastoral products (e.g. milk, meat, compost). * Advice on animal health and livestock management, as well as food processing and hygiene (e.g. milk) * Product labelling and traceability * Strengthen infrastructures for the conservation, processing and marketing of agropastoral products * Market access: online booking and purchasing application for agropastoral products, fairs, institutional markets (prisons, hospitals, canteens), etc. * Development of economic activities linked to biogas and compost production * Etc. |
| **Conflict prevention and resource management** | * Implement local mechanisms for resolving conflicts related to shared use of land and resources * Mapping transhumance routes and grazing areas to plan equitable use * Developing conflict resolution approaches * Etc. |
| Capitalization, dissemination and perpetuation of results | **Documentation and dissemination of innovations** | * Capitalize on successful experiences in the form of practical guides, case studies or training modules * Set up or maintain digital platforms to disseminate innovations to farmers and breeders * Etc. |
| **Strengthening networks and exchanges** | * Participate in regional forums to facilitate the exchange of best practices between farmers and breeders * Promote innovations at agricultural fairs and regional events * Etc. |
| **Advocating pastoral livestock services for sustainable development** | * Participate in/organize advocacy actions aimed at promoting agropastoral and pastoral systems to integrate them into sustainable development policy strategies. * Help institutional and private stakeholders understand the economic, environmental and social benefits of mobility, and provide keys to understanding pastoral livestock farming. * Etc. |
| **Training local sustainability relays** | * Identify and train agropastoral leaders to act as contact points for local communities * Strengthen farmers' and pastoralists' organizations to ensure continuity of actions after the end of the project * Etc. |

# Proposal criteria and scoring grids

Before scoring the concept notes, the following eligibility criteria will be applied:

**Table1 : eligibility criteria**

|  |  |
| --- | --- |
| Criteria | Indicators |
| Type of bidder | * Correspondence with one of the types of development operators eligible to submit project proposals * A bidder can only be lead partner in one project proposal but can also be a partner in one (or more) other proposal(s). |
| Creation of the consortium responsible for implementing the project | * Effective presence of at least 3 types of eligible consortia members * Presence of a formally constituted FO within the consortium * Presence of at least one stakeholder governed by the law of one of the ECOWAS member states |
| Quality of commitment from project stakeholders | * Minimum 20% co-financing from the project leader and partners * The nature of co-financing (and the explicit convertibility of in-kind co-financing into monetary value) with documents certified by an auditing firm |
| Budget and proposal duration | * Grant budget (maximum 80% of the total) in line with the thresholds indicated in [Project size and grant amount](#_Dimensionnement_des_projets) section according to the project level for which the applicant is applying. * Budget with no ineligible expenditure * The amount of any supplies/equipment purchased as part of the project is less than or equal to 35% of the amount of the said grant * Administrative costs related to the subsidy requested are less than or equal to 6% of the amount of the said subsidy * Duration between 24 and 36 months |
| Match between the objectives and activities of the project proposal and the objectives and types of eligible activities of DéSIRA+AO | * Combination of at least **two of the** call's **seven** themes * Consideration of eligible activities (broad types of activities listed) * Geographical coverage in accordance with the distribution key indicated in paragraph [Geographical coverage and distribution key](#_Conditions_géographiques_et) according to the project level for which the bidder is applying |

**Failure to comply with one or more of these criteria will result in a project proposal being rejected.**

The short notes declared admissible will then be evaluated based on the criteria detailed below.

### Evaluation of concept notes

Each project concept note will be assigned a score between 0 and 100 according to the evaluation grid below.

The evaluation criteria are subdivided into two levels of sub-criteria.

Each level 2 sub-criterion will be evaluated on a scale of 0 to 5, where the following rating scale will be applied:

* **0: Not met** - The project does not meet or satisfy the sub-criterion.
* **1: Weak** - The project has major shortcomings or only partially satisfies the sub-criterion.
* **2: Passable** - The project partially meets the sub-criterion, but some elements are missing or insufficiently detailed.
* **3: Good** - The project meets the sub-criterion, but a few points could be improved.
* **4: Very good** - The project meets expectations very well, with clear details and a good level of preparation.
* **5: Excellent** - The project fully satisfies the sub-criterion, and all elements are perfectly clear and well detailed.

The scores obtained will then be weighted as indicated in the table below to obtain the final score for each proposal. Only project concept notes with a final score of 70 points will be shortlisted.

**Table2 : Scoring grid for concept notes**

|  |  |  |  |
| --- | --- | --- | --- |
| Criteria and sub-criteria | Rating scale | Weighting | Maximum final score |
| 1. Suitability for the theme of the call for projects |  |  | **15** |
| *Does the project clearly meet the objectives and themes defined in the call for projects?* | *0 to 5* | *1.5* | *7.5* |
| *Are the targeted needs in line with the call's priorities?* | *0 to 5* | *1.5* | *7.5* |
| 1. Clarity and precision of the note |  |  | **10** |
| *Is the information provided accurate, structured and easy to understand?* | *0 to 5* | *0.8* | *4* |
| *Are the essential elements (objectives, activities, expected results) clearly explained?* | *0 to 5* | *1.2* | *6* |
| 1. Project feasibility |  |  | **13** |
| *Does the project present a realistic and coherent action plan?* | *0 to 5* | *1.3* | *6.5* |
| *Are the resources (human, financial, technical) adapted to the project's objectives?* | *0 to 5* | *1.3* | *6.5* |
| 1. Expected impact |  |  | **15** |
| *Does the project include concrete, measurable results, as well as elements for evaluating the effects of the planned actions?* | *0 to 5* | *1.6* | *8* |
| *Are the expected impacts significant in terms of the call's objectives?* | *0 to 5* | *1.4* | *7* |
| 1. Innovation and added value |  |  | **15** |
| *Does the project propose innovative approaches or original solutions?* | *0 to 5* | *1.6* | *8* |
| *Is the project's added value clearly identified?* | *0 to 5* | *1.4* | *7* |
| 1. Relevant partnerships |  |  | **12** |
| *Does the project involve relevant and complementary partners?* | *0 to 5* | *1.2* | *6* |
| *Is collaboration between partners well defined and justified?* | *0 to 5* | *1.2* | *6* |
| 1. Quality/cost ratio |  |  | **10** |
| *Is the proposed budget reasonable and consistent with the planned activities?* | *0 to 5* | *1.1* | *5.5* |
| *Will the project make effective use of the resources mobilized to achieve its objectives?* | *0 to 5* | *0.9* | *4.5* |
| 1. Capitalization and communication |  |  | **10** |
| *Does the project include capitalization actions to share lessons learned and best practices?* | *0 to 5* | *1.2* | *6* |
| *Are communication and visibility activities planned? Appropriate and well-defined?* | *0 to 5* | *0.8* | *4* |
| Total |  |  | 100 |

### Evaluation of complete notes

Each complete project note will be assigned a score between 0 and 100 according to the evaluation grid below.

The evaluation criteria are subdivided into two levels of sub-criteria.

Each level 2 sub-criterion will be evaluated on a scale of 0 to 5, where the following rating scale will be applied:

* **0: Not met** - The project does not meet or satisfy the sub-criterion.
* **1: Weak** - The project has major shortcomings or only partially satisfies the sub-criterion.
* **2: Passable** - The project partially meets the sub-criterion, but some elements are missing or insufficiently detailed.
* **3: Good** - The project meets the sub-criterion, but a few points could be improved.
* **4: Very good** - The project meets expectations very well, with clear details and a good level of preparation.
* **5: Excellent** - The project fully satisfies the sub-criterion, and all elements are perfectly clear and well detailed.

The scores obtained will then be weighed as shown in the table below to obtain the final score for each proposal. Only complete project notes with a final score of 70 points will be shortlisted and ranked by project level.

The distribution key defined in the [Geographic coverage and distribution key](#_Conditions_géographiques_et) paragraph will then be applied, with the aim of covering all ECOWAS countries by the end of the selection process.

**Table3 : Scoring grid for full scores**

|  |  |  |  |
| --- | --- | --- | --- |
| Criteria and sub-criteria | Rating scale | Weighting | Maximum final score |
| 1. Project relevance |  |  | **16** |
| 1. Suitability for program objectives |  |  | **6** |
| *Does the project clearly meet the objectives defined in the call for projects?* | *0 to 5* | *0.6* | *3* |
| *Is the intervention logic in line with the call's priorities (agroecology, climate change, resilience, etc.)?* | *0 to 5* | *0.6* | *3* |
| 1. Taking needs into account |  |  | **5** |
| *Is the project based on an analysis of local needs and priorities, involving communities and producers right from the design stage?* | *0 to 5* | *0.5* | *2.5* |
| *Are the target beneficiaries (producers, communities, SMEs, etc.) correctly defined and their needs taken into account?* | *0 to 5* | *0.5* | *2.5* |
| 1. Contribution to agroecology transition |  |  | **5** |
| *Does the project propose innovative solutions that encourage the adoption of agroecological approaches adapted to local realities?* | *0 to 5* | *0.5* | *2.5* |
| *Does the project strategy contribute to the sustainable management of natural resources and the improvement of agricultural, pastoral and fisheries production systems?* | *0 to 5* | *0.5* | *2.5* |
| 1. Technical quality and feasibility |  |  | **14** |
| 1. Project clarity and coherence |  |  | **6** |
| *Are objectives, activities and results clearly defined and aligned?* | *0 to 5* | *0.6* | *3* |
| *Does the project follow a fluid, comprehensible intervention logic, with explicit links between actions and expected results?* | *0 to 5* | *0.6* | *3* |
| 1. Planning and realism |  |  | **5** |
| *Is the implementation schedule detailed, with clearly defined stages and realistic deadlines for each activity?* | *0 to 5* | *0.5* | *2.5* |
| *Are human, financial and material resources adequate to achieve the objectives within the set deadlines?* | *0 to 5* | *0.5* | *2.5* |
| 1. Consortium skills and experience |  |  | **3** |
| *Does the consortium implementing the project have the technical skills and complementary skills needed to carry out the planned activities?* | *0 to 5* | *0.3* | *1.5* |
| *Is the past experience of the Consortium or its members in similar projects an asset in ensuring the success of the project?* | *0 to 5* | *0.3* | *1.5* |
| 1. Expected impact |  |  | **15** |
| 1. Measurable results and tangible impacts |  |  | **5** |
| *Are the expected results clearly defined and measurable (with quantitative and qualitative indicators)?* | *0 to 5* | *0.5* | *2.5* |
| *Does the project propose robust monitoring and evaluation mechanisms to measure the real impact on producers and communities?* | *0 to 5* | *0.5* | *2.5* |
| 1. Adoption of innovations |  |  | **5** |
| *Does the project include concrete actions to ensure that innovations are adopted on a large scale, beyond the project itself?* | *0 to 5* | *0.4* | *2* |
| *Does the project include measures for adapting innovations and creating conditions conducive to the adoption of the innovations tested in the area?* | *0 to 5* | *0.3* | *1.5* |
| *Does the project include measures for sharing results and spreading innovations to other regions?* | *0 to 5* | *0.3* | *1.5* |
| 1. Sustainability of results |  |  | **5** |
| *Does the project propose mechanisms to ensure the sustainability of impacts, even after funding ends?* | *0 to 5* | *0.5* | *2.5* |
| *Does the project consider the sustainability of the innovations implemented and the social, economic and environmental changes achieved?* | *0 to 5* | *0.5* | *2.5* |
| 1. Partnerships and collaboration |  |  | **15** |
| 1. Multi-stakeholder partnerships |  |  | **5** |
| *Does the project bring together a variety of complementary stakeholders (producers, NGOs, public institutions, private sector, researchers, etc.) to ensure a collaborative approach?* | *0 to 5* | *0.5* | *2.5* |
| *Are the partners' roles and responsibilities clearly defined and respected throughout the project?* | *0 to 5* | *0.5* | *2.5* |
| 1. Involving beneficiaries |  |  | **5** |
| *Are producers and target communities fully involved in project design, implementation and evaluation?* | *0 to 5* | *0.5* | *2.5* |
| *Does the project include participatory mechanisms to strengthen beneficiary ownership?* | *0 to 5* | *0.5* | *2.5* |
| 1. Local capacity building |  |  | **5** |
| *Does the project enable local stakeholders (farmers' organizations, SMEs, institutions, etc.) to strengthen their skills and autonomy to manage the agroecological transition over the long term?* | *0 to 5* | *0.5* | *2.5* |
| *Are there training and support programs for the stakeholders involved?* | *0 to 5* | *0.5* | *2.5* |
| 1. Innovation and reproducibility |  |  | **15** |
| 1. Innovative character |  |  | **5** |
| *Does the project propose innovative technical and organizational solutions adapted to the local context?* | *0 to 5* | *0.5* | *2.5* |
| *Are the innovations sufficiently original in the area under consideration to have a significant impact on farming practices and climate resilience?* | *0 to 5* | *0.5* | *2.5* |
| 1. Reproducibility and transfer of innovations |  |  | **5** |
| *Does the project include a strategy for testing and adapting innovations in different contexts, to guarantee their reproducibility?* | *0 to 5* | *0.5* | *2.5* |
| *Are the proposed solutions flexible enough to be applied in other regions or on a larger scale?* | *0 to 5* | *0.5* | *2.5* |
| 1. Feeding advocacy and change |  |  | **5** |
| *Will the project produce tangible evidence (concrete, measurable, proven) that will feed into advocacy at local, national and even regional levels to strengthen public policies?* | *0 to 5* | *0.5* | *2.5* |
| *Does the project bring about changes in the behavior or practices of producers, communities or local authorities?* | *0 to 5* | *0.5* | *2.5* |
| 1. Management and financial viability |  |  | **10** |
| 1. Budget clarity and justification |  |  | **3** |
| *Is the budget detailed, consistent with the proposed activities and transparently justified?* | *0 to 5* | *0.3* | *1.5* |
| *Are financial resources allocated appropriately to ensure that the project runs smoothly?* | *0 to 5* | *0.3* | *1.5* |
| 1. Financial leverage and co-financing |  |  | **4** |
| *Does the project mobilize additional funding, co-financing or partnerships to supplement the resources of the call for projects?* | *0 to 5* | *0.4* | *2* |
| *Does the project make effective use of available resources to maximize its impact?* | *0 to 5* | *0.4* | *2* |
| 1. Sustainability strategy |  |  | **3** |
| *Does the project include a strategy for sustaining results over the long term (self-financing, strategic partnerships, development of sustainable business models)?* | *0 to 5* | *0.3* | *1.5* |
| *What steps have been taken to ensure that activities will continue once the initial funding has been exhausted?* | *0 to 5* | *0.3* | *1.5* |
| 1. Capitalization, dissemination and visibility |  |  | **15** |
| 1. Capitalizing on results |  |  | **5** |
| *Does the project include mechanisms for capitalizing on innovations, good practices and lessons learned throughout its implementation?* | *0 to 5* | *0.5* | *2.5* |
| *Will the results and impacts be documented and structured for future sharing and use?* | *0 to 5* | *0.5* | *2.5* |
| 1. Distribution strategy |  |  | **4** |
| *Does the project have a clear strategy for disseminating results and innovations (via publications, reports, videos, online platforms, etc.)?* | *0 to 5* | *0.3* | *1.5* |
| *Are the distribution channels that will be used to reach the various target audiences (producers, communities, policymakers, researchers, etc.) clearly defined?* | *0 to 5* | *0.2* | *1* |
| *Are communication materials adapted to local contexts (languages, visual aids, etc.)?* | *0 to 5* | *0.3* | *1.5* |
| 1. Visibility and communication |  |  | **3** |
| *Does the project include a communication strategy to ensure its visibility at local, national and regional levels?* | *0 to 5* | *0.3* | *1.5* |
| *Are events, conferences, workshops or other awareness-raising activities planned to publicize the results and encourage the adoption of innovations?* | *0 to 5* | *0.3* | *1.5* |
| 1. Sustainability of distribution efforts |  |  | **3** |
| *Does the project include measures to ensure that the dissemination of results will continue after the project ends?* | *0 to 5* | *0.3* | *1.5* |
| *Will the beneficiaries (producers, local organizations, SMEs, etc.) be trained to continue disseminating and promoting the results, particularly among their peers, after the project?* | *0 to 5* | *0.3* | *1.5* |
| Total |  |  | 100 |

# Appendices

[Appendix A: Concept note form 64](#_Toc196473945)

[Appendix B: Complete note form 69](#_Toc196473946)

[Appendix C: Indicative budget 76](#_Toc196473947)

[Appendix D: Project logical framework 80](#_Toc196473948)

[Appendix E: Bidder and Project Data 84](#_Toc196473949)

[Appendix F: Bidder Information Sheet 85](#_Toc196473950)

[Appendix G: Information sheet for each project partner 86](#_Toc196473951)

[Appendix H: Partnership statement 87](#_Toc196473952)

[Appendix I: Checklist before submitting proposals 88](#_Toc196473953)

[Appendix J: Declaration of integrity, eligibility and environmental and social commitment (text not to be modified) 90](#_Toc196473954)

[Appendix K: Complete Administrative File 92](#_Toc196473955)

#### Appendix A: Concept note form

- Page 1

Cover page – MAXIMUM 1 PAGE



**Contracting authority:** Commission of the Economic Community of West African States (ECOWAS)

**Competition**: CZZ 3674 - DéSIRA+ in West Africa

**Call for Projects n° XXXXX**

Grant application form

Concept note

|  |  |  |
| --- | --- | --- |
| Project title | | To be completed by the Tenderer |
| Project locations | | To be completed by the Tenderer |
| Name of applicant Lead partner | | To be completed by the Tenderer |
| Nationality of applicant Lead partner | | To be completed by the Tenderer |
| Legal status of lead applicant | | To be completed by the Tenderer |
| Consortium partners | | To be completed by the Tenderer |
| Contact details of lead applicant | Postal address | To be completed by the Tenderer |
| Phone number | To be completed by the Tenderer |
| Email address | To be completed by the Tenderer |

- End of Page 1 -

- Page 2 -

Project summary – MAXIMUM 1 PAGE

1. Project summary

|  |  |
| --- | --- |
| Project title | To be completed by the Tenderer |
| Project locations | To be completed by the Tenderer |
| Total project cost | To be completed by the Tenderer / **in EUROS** |
| ECOWAS contribution requested | To be completed by the Tenderer / **in EUROS** |
| ECOWAS contribution requested as a percentage of total eligible costs | To be completed by the Tenderer / **MAXIMUM 80** |
| Project objectives | To be completed by the Tenderer |
| Target group(s) | To be completed by the Tenderer |
| Final beneficiaries | To be completed by the Tenderer |
| Expected results |  |
| Main activities |  |

- End of Page 2 -

- Pages 3 & 4 -

Project description – MAXIMUM 2 PAGES

1. Project description
   1. elements
   2. Objectives (general and specific)
   3. Stakeholders and modus operandi (What are the main methodologies involved in implementing the project? What are the roles of your organization and the partners in the consortium? How will the consortium operate (project formulation and implementation)?
   4. Project content (what are the main components and activities of the project?)
   5. Indicative timetable

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Activities | Year 1 | | | | Year 2 | | | | Year 3 | | | |
| **T1** | **T2** | **T3** | **T4** | **T1** | **T2** | **T3** | **T4** | **T1** | **T2** | **T3** | **T4** |
| A1.1 |  |  |  |  |  |  |  |  |  |  |  |  |
| A1.2 |  |  |  |  |  |  |  |  |  |  |  |  |
| A1.3 |  |  |  |  |  |  |  |  |  |  |  |  |
| ... |  |  |  |  |  |  |  |  |  |  |  |  |
| A2.1 |  |  |  |  |  |  |  |  |  |  |  |  |
| ... |  |  |  |  |  |  |  |  |  |  |  |  |

- End of Page 4 -

- Pages 5 to 7 -

Project relevance and sustainability – MAXIMUM 3 PAGES

1. Project relevance
   1. Expected results
   2. Description of target groups and final beneficiaries, their needs and constraints
   3. Relevance
      1. *Project status and problem analysis*
      2. Relevance to the objectives, sectors, themes and specific priorities of the call for proposals
      3. Relevance to the specific needs and constraints of the target areas/country(ies)/sector(s) concerned
      4. Relevance to the needs and constraints of target beneficiaries, etc.).
2. Project sustainability
   1. Elements with particular added value (what does the action bring in relation to the various initiatives currently being implemented in the target territory?)
   2. How the project will achieve its sustainability objective
   3. Capitalization and dissemination/scaling up (Will the project have multiplier effects? What elements of capitalization and dissemination are planned scaling up? etc.).

- End of Page 7 -

- Appendices -

Appendix A: Logical framework

Please complete the logical framework in accordance with [Appendix D: Project logical framework](#_Appendix_D:_Project)

Appendix B: Project budget

Please complete the budget in accordance with [Appendix C: Indicative budget](#_Appendix_C:_Indicative).

Appendix C: Declaration of integrity, eligibility and environmental and social commitment completed and signed by the lead applicant

See [Appendix J: Declaration of integrity, eligibility and environmental and social commitment (text not to be modified)](#_Appendix_J:_Declaration).

Appendix D: Information sheets

The bidder and each of the local partners have completed and signed the information sheets ([Appendix F](#_Annexe_F_:) and [Appendix G](#_Annexe_G_:)) and the partnership declaration ([Appendix H](#_Annexe_H_:)).

Appendix E: Control sheet

A checklist as shown in [Appendix I: Checklist before submitting proposals](#_Appendix_I:_Checklist) must be attached to the Concept Note.

Appendix F: Dossier Administratif

This administrative file must be sent at the same time as the project concept note.

It must include all the documents listed in [Appendix K: Complete Administrative File](#_Annexe_K_:).

- END of concept note -

#### Appendix B: Complete note form

- Page 1 -

Cover page – MAXIMUM 1 PAGE

**Contracting authority:** Commission of the Economic Community of West African States (ECOWAS)

**Competition**: CZZ 3674 - DéSIRA+ in West Africa

**Call for Projects n° XXXXX**

Grant application form

Complete Note

|  |  |  |
| --- | --- | --- |
| Project title | | To be completed by the Tenderer |
| Project locations | | To be completed by the Tenderer |
| Name of applicant Lead partner | | To be completed by the Tenderer |
| Nationality of applicant Lead partner | | To be completed by the Tenderer |
| Legal status of lead applicant | | To be completed by the Tenderer |
| Consortium partners | | To be completed by the Tenderer |
| Contact details of lead applicant | Postal address | To be completed by the Tenderer |
| Phone number | To be completed by the Tenderer |
| Email address | To be completed by the Tenderer |

- End of Page 1 -

- Pages 2 to 4 -

Partner consortium presentation – MAXIMUM 2 PAGES

Please provide information on the following points:

1. Presentation of the bidder:

* Experience in supporting farmers/rural communities in agroecology transition processes
* Experience in multi-actor project management (particularly in terms of coordination, financial management and monitoring-evaluation)
* Capitalization experience
* Current agroecology transition activities

1. Presentation of other consortium partners:

* Knowledge of agricultural development issues and the obstacles and levers to the adoption of agroecology practices
* Current agroecology transition activities

1. Previous experience of collaboration between consortium members

- End of Page 4 -

- Page 5 -

Objectives – MAXIMUM 1 PAGE

Please describe the overall objective that the Project contributes to achieving, as well as the specific objective(s).

- End of Page 5 -

- Pages 6 to 9 -

Justification – MAXIMUM 4 PAGES

Please provide the information requested by answering the following questions:

* Relevance of the project to the objectives and priorities of the call for project proposals.
* Nature of the problem to be solved; identification of needs and constraints in the area of intervention relating to the agroecology transition and the selected themes.
* Identify the levers for action to initiate the agroecological transition and justify the proposed combination of themes.
* Description and estimated number of target groups and final beneficiaries.
* Reasons for choosing the target group(s) and final beneficiaries, and identification of their specific needs and constraints. How does the action contribute to satisfying and overcoming them?
* Justification of the area under consideration.
* Justification for the consortium formed, and description of the consortium's operating procedures
* Level of consortium integration in the project area
* Include cross-cutting issues (adaptation to climate change, gender equity, the role of young people in the desired changes, etc.) in the proposal.

- End of Page 9 -

- Pages 10 to 17 -

Detailed description of results and activities – MAXIMUM 8 PAGES8

Please include the title and a detailed description of each result and of each activity planned to produce the results, giving reasons for the choice of these activities and specifying, where appropriate, the role of each partner in these activities.

- End of Page 17 -

- Pages 18 to 21

Methodology – MAXIMUM 4 PAGES

Detailed description of the following items:

* Method of implementation and reasons for choosing the proposed methodology.
* If the action is an extension of an existing action, please explain how it builds on the results of that action.
* If the action is part of a larger program, please describe how it fits into this program and how it is coordinated.
* Please describe potential synergies with national and regional policies and strategies in the sector covered by the selected themes. To what extent will the project contribute to decisions and discussions on the design and implementation of national and regional programs in the sector?
* What organizational, institutional, methodological or technical innovation(s) is/are proposed by the project?
* Monitoring and evaluation system (internal and/or external).
* Presentation of the proposed capitalization approach and system, and of the capitalization experiences of the bidder and partners.
* Description of the involvement and role of each consortium member in the action, and the reasons for each one's role.
* Description of the involvement and role of other stakeholders (target groups, local authorities, etc.) in the action and the reasons for each stakeholder's role.
* Proposed human resources to implement the project (by function - no need to specify names).
* Main resources proposed for project implementation (equipment, materials, etc.).
* Means and methods for implementing an effective communication and visibility strategy

- End of Page 21 -

- Pages 22 to 23 -

Duration and action plan – MAXIMUM 2 PAGES

The project will last \_\_\_ months.

Note: Applicants are advised to leave a safety margin in the action plan. It should not include detailed descriptions of activities, but just their titles. Any months without activities can be included in the action plan and in the project duration.

The action plan should be drawn up in accordance with the following model:

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Activities | Year 1 | | | | Year 2 | | | | Year 3 | | | |
| **T1** | **T2** | **T3** | **T4** | **T1** | **T2** | **T3** | **T4** | **T1** | **T2** | **T3** | **T4** |
| A1.1 |  |  |  |  |  |  |  |  |  |  |  |  |
| A1.2 |  |  |  |  |  |  |  |  |  |  |  |  |
| A1.3 |  |  |  |  |  |  |  |  |  |  |  |  |
| ... |  |  |  |  |  |  |  |  |  |  |  |  |
| A2.1 |  |  |  |  |  |  |  |  |  |  |  |  |
| ... |  |  |  |  |  |  |  |  |  |  |  |  |

- End of Page 23 -

- Pages 24 to 30 -

Expected results - MAXIMUM 7 PAGES

1. Expected impact on target groups/beneficiaries (Maximum 2 pages)

Please indicate how the project will improve:

* The situation of target groups/beneficiaries.
* Technical and management skills of target groups and/or partner(s).

1. Concrete results (Maximum 1 page)

Please be as precise and quantified as possible. In particular, please indicate planned publications.

1. Multiplier effects (Maximum 1 page)

Please describe (i) any synergies with other projects and actions by stakeholders involved in the agroecology transition in the target territory and country, (ii) how the actions undertaken by the project will be continued after funding ends, and (iii) how the project's results can be reproduced and extended (scaled up).

1. Sustainability (Maximum 3 pages)

Please distinguish between the three aspects:

* Financial and economic aspects: how will the activities and/or any management structure(s) set up be financed at the end of the grant?
* Institutional aspects: will there be structures in place to ensure the continuation of activities once the project is over? How can we ensure local "ownership" of project results?
* Possible political aspects: what structural impact will the action have? For example, will it lead to improved legislation, codes of conduct, methods, etc.?

- End of Page 30 -

- Appendices -

Appendix A: Logical framework

Please complete the logical framework in accordance with [Appendix D: Project logical framework](#_Annexe_D_:)

Appendix B: Project budget

Please complete the budget in accordance with [Appendix C: Indicative budget](#_Annexe_C_:).

Appendix C: Control sheet

A checklist as shown in [Appendix I: Checklist before submitting proposals](#_Annexe_I_:) must be attached to the complete Note.

- END of complete note -

#### Appendix C: Indicative budget

1. Template to be used for submitting the Concept Note:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Code | Title Components / Activities | Subsidy budget  (€) | Contribution of the project leader  (€) | Total budget  (€) |
| C.1 |  |  |  |  |
| A1.1 |  |  |  |  |
| A1.2 |  |  |  |  |
| ... |  |  |  |  |
| C.2 |  |  |  |  |
| A2.1 |  |  |  |  |
| A2.2 |  |  |  |  |
| ... |  |  |  |  |
| C.3 |  |  |  |  |
| ... |  |  |  |  |
| ... |  |  |  |  |
| Subtotal direct costs excl. | |  |  |  |
| Administrative costs (max 6%) | |  |  |  |
| Taxes | |  |  |  |
| GENERAL TOTAL | | ... € | ... € | ... € |

1. Template to be used to submit the Complete Note:
2. **Summary of costs by activity**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Code | Title Components / Activities | Subsidy budget  (€) | Contribution of the project leader  (€) | Total budget  (€) |
| C.1 |  |  |  |  |
| A1.1 |  |  |  |  |
| A1.2 |  |  |  |  |
| ... |  |  |  |  |
| C.2 |  |  |  |  |
| A2.1 |  |  |  |  |
| A2.2 |  |  |  |  |
| ... |  |  |  |  |
| C.3 |  |  |  |  |
| ... |  |  |  |  |
| ... |  |  |  |  |
| Subtotal direct costs excl. | |  |  |  |
| Administrative costs (max 6%) | |  |  |  |
| Taxes | |  |  |  |
| GENERAL TOTAL | | ... € | ... € | ... € |

1. **Detailed budget by cost category**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Project budget** | **All years** | | | | | | **Year 1** | | | | | |
| **Costs** | **Unit** | **No. of units** | **Unit value (in EUR)** | **Total cost charged to grant** | **Total cost charged to consortium contribution** | **Total cost (in EUR)** | **Unit** | **No. of units** | **Unit value (in EUR)** | **Total cost charged to grant** | **Total cost charged to consortium contribution** | **Total cost (in EUR)** |
| **1. Human resources** |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.1 Salaries (gross amounts including social security charges and other related costs, local staff) |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.1.1 Technical staff | Per month |  |  |  |  |  | Per month |  |  |  |  |  |
| 1.1.2 Administrative/support staff | Per month |  |  |  |  |  | Per month |  |  |  |  |  |
| 1.2 Salaries (gross amounts including social security charges and other related costs, expatriate/international staff) | Per month |  |  |  |  |  | Per month |  |  |  |  |  |
| 1.3 Per diem for missions/travel |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.3.1 Abroad (staff assigned to the action) | Per diem |  |  |  |  |  | Per diem |  |  |  |  |  |
| 1.3.2 On-site (staff assigned to the action) | Per diem |  |  |  |  |  | Per diem |  |  |  |  |  |
| 1.3.3 Seminar/conference participants | Per diem |  |  |  |  |  | Per diem |  |  |  |  |  |
| ***Sub-total Human Resources*** |  |  |  |  |  |  |  |  |  |  |  |  |
| **2. Travel** |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.1. International travel | By flight |  |  |  |  |  | By flight |  |  |  |  |  |
| 2.2. travel | Per month |  |  |  |  |  | Per month |  |  |  |  |  |
| ***Sub-total Travel*** |  |  |  |  |  |  |  |  |  |  |  |  |
| **3. Equipment and supplies** |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.1 Purchasing or leasing vehicles | Per vehicle |  |  |  |  |  | Per vehicle |  |  |  |  |  |
| 3.2 Furniture, computer equipment |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.3 Machines, tools, etc. |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.4 Spare parts/materials for machines and tools |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.5 Other (please specify) |  |  |  |  |  |  |  |  |  |  |  |  |
| ***Sub-total equipment and supplies*** |  |  |  |  |  |  |  |  |  |  |  |  |
| **4. Project office** |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.1 Vehicle costs | Per month |  |  |  |  |  | Per month |  |  |  |  |  |
| 4.2 Office rental | Per month |  |  |  |  |  | Per month |  |  |  |  |  |
| 4.3 Consumables - office supplies | Per month |  |  |  |  |  | Per month |  |  |  |  |  |
| 4.4 Other services (telephone/fax, electricity/heating, maintenance) | Per month |  |  |  |  |  | Per month |  |  |  |  |  |
| ... |  |  |  |  |  |  |  |  |  |  |  |  |
| ***Subtotal Project Office*** |  |  |  |  |  |  |  |  |  |  |  |  |
| **5. Other costs, services** |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.1 Publications |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.2 Studies and research |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.3 Audit/verification of expenses |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.4 Valuation costs |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.5 Translation, interpreters |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.6 Financial services (bank guarantee fees, etc.) |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.7 Conference/seminar costs |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.8. Visibility actions |  |  |  |  |  |  |  |  |  |  |  |  |
| ***Sub-total Other costs, services*** |  |  |  |  |  |  |  |  |  |  |  |  |
| **6. Other** |  |  |  |  |  |  |  |  |  |  |  |  |
| **TO BE DETAILED WHERE APPLICABLE** |  |  |  |  |  |  |  |  |  |  |  |  |
| ***Sub-total Other*** |  |  |  |  |  |  |  |  |  |  |  |  |
| **7. Subtotal of eligible direct costs (1 to 6)** |  |  |  |  |  |  |  |  |  |  |  |  |
| 8. Indirect costs (maximum 6% of line 7) |  |  |  |  |  |  |  |  |  |  |  |  |
| 9. Taxes and contributions in kind |  |  |  |  |  |  |  |  |  |  |  |  |
| **10. Total costs accepted (7+8+9)** |  |  |  |  |  |  |  |  |  |  |  |  |

***Note: the beneficiary(ies) is/are solely responsible for the accuracy of the financial information provided in these tables***

#### Appendix D: Project logical framework

**IMPORTANT INFORMATION TO BEAR IN MIND:**

The indicators specified below **MUST** be integrated into the project's logical framework and must be filled in by each project holder on the basis of the surveys to be carried out among their beneficiaries (see [Expected actions](#_Expected_actions) paragraph).

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Indicators | Value and reference year | | Value and target year | Source and means of verification |
| Average value of farm income of beneficiary producers, disaggregated by gender | To be determined following surveys to be carried out by project leaders among their beneficiaries at the start of field projects.  2025 | | Target to be determined by each project leader according to their specific needs  Target year = end year of field project  2028 | Reports and analysis of field surveys conducted by project leaders with their beneficiaries at the start, mid-term and end of field projects.  Periodic reports from project leaders |
| Regular farm income |
| Average agricultural production of beneficiary producers who have adopted the innovations (t) |
| Average agricultural yields of beneficiary farmers who have adopted the innovations (t/ha) |
| Indicator of frequency of treatment (IFT) of pesticides (synthetic?) by beneficiaries who have adopted the innovations |
| Average production of bio-inputs (biopesticides, biofertilizers, biostimulants) in beneficiary areas |
| Percentage of beneficiary producers with access to short circuits and institutional markets |
| Percentage of beneficiary producers stating that the innovations adopted have reduced their workload |
| Number of beneficiary producers converting to agroecological systems, disaggregated by gender | 0 | 2025 |
| Area of agricultural or pastoral land of beneficiary producers converted to agroecological systems (ha) | 0 | 2025 |
| Number of innovations developed | 0 | 2025 |
| Number of producers who participated in the co-design of innovations, disaggregated by gender | 0 | 2025 |
| Number of innovations capitalized on and disseminated | 0 | 2025 | Project leaders' activity reports  Documents produced and distributed by project leaders |
| Number of innovations adopted | 0 | 2025 |
| Number of producers trained in innovations, disaggregated by gender | 0 | 2025 |
| Share of beneficiary producers who adopted innovations, disaggregated by gender | 0 | 2025 |
| Number of digital audio and/or video training and popularization tools developed | 0 | 2025 |
| Number of capitalization documents produced | 0 | 2025 |

**NB:**

**At the summary note stage**, only indicators relating to:

* To the general objective
* Specific objectives; and
* To the results

**Bidders will be invited to submit a Complete Note to revise their logical framework and MUST complete it with activity indicators.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Results chain | Indicators | Value and reference year | Value and target year | Source and means of verification | Assumptions |
| General objective | **GO**  What is the general objective to which the project will contribute? | What are the key indicators linked to these general objectives? | Indicate value and reference year | Indicate the target value to be achieved and the year by which this value must be reached | What are the sources of information for these indicators? | What factors and conditions outside the Beneficiary's responsibility are necessary to achieve this objective? (External conditions) What risks need to be taken into consideration? |
| ... | ... | ... | ... | ... |
| ... | ... | ... | ... | ... |
| ... | ... | ... | ... | ... |
| Specific objectives | **SO.1**  Which specific objective 1 should the action achieve as a contribution to the overall objective? | What indicators show in detail that the objective has been achieved? | Indicate value and reference year | Indicate the target value to be achieved and the year by which this value must be reached | What are the sources of information for these indicators? | What factors and conditions outside the Beneficiary's responsibility are necessary to achieve this objective? (External conditions) What risks need to be taken into consideration? |
| ... | ... | ... | ... | ... |
| ... | ... | ... | ... | ... |
| ... | ... | ... | ... | ... |
| **SO.2**  What specific objective 2 should the action achieve as a contribution to the overall objective? | ... | ... | ... | ... | ... |
| ... | ... | ... | ... | ... |
| ... | ... | ... | ... | ... |
| ... | ... | ... | ... | ... |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Results chain | Indicators | Value and reference year | Value and target year | Source and means of verification | Assumptions |
| Results | **RE.1**  The results are the achievements that will make it possible to reach the specific objectives.  What are the expected results?  (Number these results) | What indicators can be used to check and measure whether the project is achieving the expected results? | Indicate value and reference year | Indicate the target value to be achieved and the year by which this value must be reached | What are the sources of information for these indicators? | What external conditions must be met to achieve the expected results within the timeframe? |
| ... | ... | ... | ... | ... |
| ... | ... | ... | ... | ... |
| ... | ... | ... | ... | ... |
| **RE.2**  The results are the achievements that will make it possible to reach the specific objectives.  What are the expected results?  (Number these results) | ... | ... | ... | ... | ... |
| ... | ... | ... | ... | ... |
| ... | ... | ... | ... | ... |
| ... | ... | ... | ... | ... |
| **RE.3**  The results are the achievements that will make it possible to reach the specific objectives.  What are the expected results?  (Number these results) | ... | ... | ... | ... | ... |
| ... | ... | ... | ... | ... |
| ... | ... | ... | ... | ... |
| ... | ... | ... | ... | ... |

**NB**: this section must **only** be completed **for submission of the complete note**.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Results chain | Indicators | Value and reference year | Value and target year | Source and means of verification | Assumptions |
| Activities | **A1.1**  What are the key activities to be implemented, and in what order, to produce the expected results?  (Group activities by results) | To implement these activities, for example personal,  Equipment, training, studies, supplies, operational facilities, etc.? | Indicate value and reference year | Indicate the target value to be achieved and the year by which this value must be reached | What are the sources of information on the progress of the project?  How much will the project cost?  Their nature (see project budget for details) | What preconditions are required before the action can begin?  What conditions outside the direct control of the Beneficiary must be met to implement the planned activities? |
| ... | ... | ... | ... | ... |
| ... | ... | ... | ... | ... |
| ... | ... | ... | ... | ... |
| **A1.2**  ... | ... | ... | ... | ... | ... |
| ... | ... | ... | ... | ... |
| **...** | ... | ... | ... | ... | ... |
| ... | ... | ... | ... | ... |
| **A2.1**  ... | ... | ... | ... | ... | ... |
| ... | ... | ... | ... | ... |
| **A2.2**  ... | ... | ... | ... | ... | ... |
| ... | ... | ... | ... | ... |
| **...** | ... | ... | ... | ... | ... |
| ... | ... | ... | ... | ... |
| ... | ... | ... | ... | ... |
| ... | ... | ... | ... | ... |

#### Appendix E: Bidder and Project Data

|  |  |
| --- | --- |
| Applicant |  |
| Acronym |  |
| Nationality |  |
| Legal status |  |
| Address |  |
| Phone number |  |
| Fax number |  |
| Organization e-mail address |  |
| Corporate website |  |
| Project contact |  |
| E-mail address contact-projet |  |
| Project title/Project name |  |
| Local partners |  |
| Location (country, region(s), city(ies)) |  |
| Total project cost |  |
| Contribution requested from RAAF |  |
| Contribution from other potential partners |  |
| Co-financing rate (%) |  |
| Project duration |  |

#### Appendix F: Bidder Information Sheet

|  |  |  |
| --- | --- | --- |
| Full name | | To be completed by the Tenderer |
| Acronym | | To be completed by the Tenderer |
| Contact | Postal address | To be completed by the Tenderer |
| Phone | To be completed by the Tenderer |
| Mail | To be completed by the Tenderer |
| Website | To be completed by the Tenderer |
| Date of creation / registration | | To be completed by the Tenderer |
| Legal status | | To be completed by the Tenderer |
| Head office location  (if different from postal address) | | To be completed by the Tenderer |

|  |  |
| --- | --- |
| Purpose of the organization: | To be completed by the Tenderer |
| Area(s) of operation: | To be completed by the Tenderer |
| Area(s) of operation: | To be completed by the Tenderer |
| Membership of groups, networks, platforms: | To be completed by the Tenderer |
| Main publications | To be completed by the Tenderer |
| Contact person(s) for this project | To be completed by the Tenderer |
| Technical consultant:  (Name, telephone number and e-mail address) | To be completed by the Tenderer |
| Financial contact:  (Name, telephone number and e-mail address) | To be completed by the Tenderer |
| Administrative contact:  (Name, telephone number and e-mail address) | To be completed by the Tenderer |
| Surname, first name and position of the person responsible for the co-financing application file | To be completed by the Tenderer |
| Full name of executive director (or equivalent) | To be completed by the Tenderer |

#### Appendix G: Information sheet for each project partner

***NB:*** *The bidder confirms that all partners involved in this proposal have been consulted and have agreed to participate.*

|  |  |  |
| --- | --- | --- |
| Full name | |  |
| Acronym | |  |
| Contact | Postal address |  |
| Phone |  |
| Mail |  |
| Website |  |
| Date of creation / registration | |  |
| Legal status | |  |
| Head office location  (if different from postal address) | |  |
| Annual budget (last year) | |  |
| Organization registered or whose operational address is located in a city in a red zone (see MEAE map). | |  |
| Purpose of the organization | | Refer to the organization's bylaws |
| Partner organization's areas of intervention | |  |
| Partner organization's countries and regions of intervention | |  |
| Public(s) targeted by the partner organization | |  |
| Number of Board members and list of officers | | Insert the list of offices required |
| History and nature of cooperation with the partner | | Institutional links:  Contractual links: |
| Role and involvement in implementing the proposed project | | How and at what level is this partner involved in the project? |
| Retrocession planned as part of the present project | | In € |
| Nature and location of project activities | |  |
| Project carried out entirely or partially in a red zone? Specify the zones concerned (see MEAE maps) | |  |
| Contact person(s) for this project | |  |
| Full name of executive director (or equivalent) | |  |

#### Appendix H: Partnership statement

***NB****: This declaration must be provided by each partner.*

|  |  |
| --- | --- |
| Project title |  |
| Organization |  |
| Last name, First name |  |
| Function |  |

A partnership is a substantive relationship between two or more organizations involving shared responsibility for the action funded by the contracting body. To facilitate the smooth running of the project, the RAAF requires that all partners acknowledge this by accepting the principles of good partnership defined below.

1. All partners must have read the grant application form (Concept note and Complete note) before submitting it to the call for proposals and understand what their role in the project will be.
2. Applicants and partners must consult each other regularly and keep each other informed of project progress.
3. All partners must receive copies of the narrative and financial reports submitted to the RAAF.
4. Changes to the project components in which they are involved (e.g. activities, partners, etc.) must be agreed by the partners concerned before being proposed to the RAAF. If no agreement can be reached between partners, the applicant must indicate this when submitting changes for approval.

I, the undersigned, in my capacity as responsible person within the partner organization, certify that I have read the contents of this declaration and that I undertake to comply with the principles of good partnership.

Date and place:

Name:

Function:

Signature:

#### Appendix I: Checklist before submitting proposals

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| BEFORE SENDING YOUR CONCEPT NOTE, PLEASE CHECK THAT ALL THE FOLLOWING CRITERIA ARE MET AND TICK THEM OFF | | To be completed by the applicant | | | | To be completed by RAAF | | |
| Project title: | | **Yes** | | **No** | | **Yes** | | **No** |
| PART 1 (ADMINISTRATIVE)   1. The instructions for the concept note have been followed. | |  | |  | |  | |  |
| 1. The declaration of integrity, eligibility and environmental and social commitment is completed and signed by the lead applicant ([Appendix J](#_Annexe_J_:)). | |  | |  | |  | |  |
| 1. The proposal is typed and is in French, English or Portuguese. In the case of a proposal written in Portuguese, the bidder has also attached a French or English translation of the proposal. | |  | |  | |  | |  |
| 1. The electronic version of the Concept Note is sent by e-mail to the addresses indicated in this call for project proposals. | |  | |  | |  | |  |
| PART 2 (ELIGIBILITY)   1. The action will be implemented in one or more eligible countries, or in the minimum number of eligible countries required. | |  | |  | |  | |  |
| 1. The bidder does not participate in any other project proposals as a project leader. | |  | |  | |  | |  |
| 1. Project duration is between 30 and 36 months (minimum and maximum authorized duration). | |  | |  | |  | |  |
| 1. The consortium meets the eligibility criteria for consortia. | |  | |  | |  | |  |
| 1. The bidder and each of the local partners have completed and signed the information sheets ([Appendix F](#_Annexe_F_:) and [Appendix G](#_Annexe_G_:)) and the partnership declaration ([Appendix H](#_Annexe_H_:)). | |  | |  | |  | |  |
| 1. The documents requested in [Appendix K: Complete Administrative File](#_Annexe_K_:) are provided. | |  | |  | |  | |  |
| 1. The financial contribution of the bidder and/or its partners is greater than or equal to 20% of the total proposal budget. | |  | |  | |  | |  |
| 1. Administrative costs related to the grant requested are less than 6% of the amount of the grant. | |  | |  | |  | |  |
| 1. This checklist ([Appendix I](#_Annexe_I_:)), signed by the lead applicant, has been completed and sent with the concept note. | |  | |  | |  | |  |
| BEFORE SENDING YOUR COMPLETE NOTE, PLEASE CHECK THAT ALL THE FOLLOWING CRITERIA ARE MET AND TICK THEM OFF | **To be completed by the applicant** | | | | **To be completed by RAAF** | | | |
| Project title: | **Yes** | | **No** | | **Yes** | | **No** | |
| PART 1 (ADMINISTRATIVE)   1. The instructions for the full presentation note have been followed [(Appendix B](#_Annexe_B_:_1)). |  | |  | |  | |  | |
| 1. The declaration of integrity, eligibility and environmental and social commitment is completed and signed by the lead applicant ([Appendix J](#_Annexe_J_:)). |  | |  | |  | |  | |
| 1. The proposal is typed and is in French, English or Portuguese. In the case of a proposal written in Portuguese, the bidder has also attached a French or English translation of the proposal. |  | |  | |  | |  | |
| 1. The electronic version of the complete note is sent by e-mail to the addresses indicated in this call for project proposals document. |  | |  | |  | |  | |
| PART 2 (ELIGIBILITY)   1. The action will be implemented in one or more eligible countries, or in the minimum number of eligible countries required. |  | |  | |  | |  | |
| 1. The bidder does not participate in any other project proposals as a project leader. |  | |  | |  | |  | |
| 1. Project duration is between 30 and 36 months (minimum and maximum authorized duration). |  | |  | |  | |  | |
| 1. The consortium meets the eligibility criteria for consortia. |  | |  | |  | |  | |
| 1. The bidder and each of the local partners have completed and signed the information sheets ([Appendix F](#_Annexe_F_:) and [Appendix G](#_Annexe_G_:)) and the partnership declaration ([Appendix H](#_Annexe_H_:)). |  | |  | |  | |  | |
| 1. The financial contribution of the bidder and/or its partners is greater than or equal to 20% of the total proposal budget. |  | |  | |  | |  | |
| 1. Administrative costs related to the grant requested are less than 6% of the amount of the grant. |  | |  | |  | |  | |
| 1. This checklist ([Appendix I](#_Annexe_I_:)), signed by the lead applicant, has been completed and sent with the complete note. |  | |  | |  | |  | |

#### Appendix J: Declaration of integrity, eligibility and environmental and social commitment (text not to be modified)

|  |  |  |  |
| --- | --- | --- | --- |
| Project title: | ................................................................................... | | (the "Project") |
| To: | ECOWAS Commission | (the "project owner") | |

1. We acknowledge and accept that the French Development Agency (AFD) only finances the project owner's projects on its own terms, which are determined by the Financing Agreement between the AFD and the project owner. Consequently, there can be no legal link between AFD and our institution. The project owner retains exclusive responsibility for the preparation and implementation of the procurement process, and for its subsequent execution.
2. We certify that we are not in one of the following cases:
3. Have been convicted for less than five years by a judgment having the force of res judicata in the country where the Project is carried out for one of the acts referred to in Articles 5.1 to 5.4 below or for any offence committed in connection with the award or performance of a contract;
4. To be included on the lists of financial sanctions adopted by the United Nations, the European Union and/or France, in particular to combat the financing of terrorism and breaches of international peace and security;
5. In professional matters, serious misconduct within the last five years in connection with the award or performance of a contract;
6. Not having fulfilled our obligations relating to the payment of social security contributions or our obligations relating to the payment of taxes in accordance with the legal provisions of the country in which we are established or those of the country of the project owner;
7. Have been convicted for less than five years by a judgment having the force of res judicata for one of the acts referred to in Articles 5.1 to 5.4 below or for any offence committed in connection with the award or performance of a contract financed by AFD;
8. Be subject to an exclusion decision issued by the World Bank, as of May 30, 2012, and be on the list published at http://www.worldbank.org/debarr;
9. Be guilty of misrepresentation in providing information required as part of the procurement process.
10. We certify that we are not in one of the following situations of conflict of interest:
11. Have a business or family relationship with a member of the project owner's staff involved in the selection process or control of the resulting contract, unless the resulting conflict has been brought to AFD's attention and resolved to its satisfaction;
12. Control a bidder, receive from a bidder or award to a bidder directly or indirectly subsidies, have the same legal representative as a bidder, maintain directly or indirectly contacts with a bidder allowing us to have and give access to information contained in the bids, to influence them, or to influence the decisions of the project owner;
13. Be engaged for a consultancy mission which, by its nature, may prove incompatible with our missions on behalf of the project owner;
14. In the case of a procedure for the award of a works or supply contract: to have prepared ourselves or to have been associated with a consultant who has prepared specifications, plans, calculations and other documents used in the competitive bidding process within the framework of the Project;
15. We undertake to inform the project owner without delay, who will inform the AFD, of any change in the situation regarding points 2 to 4 above.
16. In connection with the award and performance of the Contract:
17. We have not and will not commit any unfair maneuver (action or omission) intended to deliberately mislead others, intentionally conceal information, surprise or vitiate their consent or cause them to circumvent legal or regulatory obligations and/or violate their internal rules to obtain an illegitimate benefit.
18. We have not and will not commit any unfair maneuver (action or omission) contrary to our legal or regulatory obligations and/or our internal rules to obtain an illegitimate benefit.
19. We have not promised, offered or granted, and we will not promise, offer or grant, directly or indirectly, to (i) any person holding a legislative, executive, administrative or judicial office within any of the Employer's States, whether appointed or elected, on a permanent or non-permanent basis, whether remunerated or not and regardless of hierarchical level, (ii) any other person who performs a public function, including for a public body or public enterprise, or who provides a public service, or (iii) any other person defined as a public official in one of the States of the Employer, an undue advantage of any kind, for himself or for another person or entity, in order that he perform or refrain from performing an act in the exercise of his official duties.
20. We have not promised, offered or granted and we will not promise, offer or grant, directly or indirectly, to any person who directs or works for a private sector entity, in any capacity whatsoever, any undue advantage of any kind, for himself or herself or for any other person or entity, in order that he or she perform or refrain from performing any act in breach of his or her legal, contractual or professional obligations.
21. We have not committed and will not commit any act likely to influence the contract award process to the detriment of the project owner and, in particular, any anti-competitive practice whose purpose or effect is to prevent, restrict or distort competition, in particular by tending to limit access to the Contract or the free exercise of competition by other companies.
22. We, or any member of our consortium, or any of our subcontractors will not acquire or supply equipment, and will not operate in sectors under embargo by the United Nations, the European Union or France.
23. We undertake to respect, and to ensure that all our subcontractors respect, the environmental and social standards recognized by the international community, including the fundamental conventions of the International Labour Organization (ILO) and international conventions for the protection of the environment, in accordance with the laws and regulations applicable in the country where the Contract is carried out. In addition, we undertake to implement environmental and social risk mitigation measures as defined in the environmental and social management plan or, where applicable, in the environmental and social impact notice provided by the project owner.
24. We authorize AFD to examine the documents and accounting records relating to the award and performance of the Contract and to submit them for verification to auditors appointed by AFD.

Name:

As:

Signature:

Duly authorized to sign for and in the name of:

As of:

#### Appendix K: Complete Administrative File

For provisionally selected projects, RAAF will request the submission of a complete administrative file to verify the eligibility of the bidder, prior to the signature of the grant. This file should be sent in hard copy to the following address:

**To the attention of the Executive Director,**

**Agence Régionale pour l’Agriculture et l’Alimentation (ARAA/RAAF),**

**ARAA, 4ème et 5ème Étages, Immeuble de la CRBC**

**Place de la Réconciliation, Cité OUA, Quartier**

**01 BP 4817 Lomé 01 -**

**Tel. +228 22 33 82**

The file will be supplied in one paper copy including:

* Certified copy of articles of association
* Copy of declaration of registration with the prefecture and copy of publication in the Official Journal [or equivalent according to the legislation in force in the country where the organization is based].
* Dated list of the members of the governing bodies, the executive committee and the principal officers, together with their contact details, including the date of the most recent elections.
* Organization chart, dated and signed by the manager
* Latest AGM minutes, or at least the agenda of the last AGM and the main resolutions, as well as any documents demonstrating the activities undertaken and carried out and the proven associative life of the company
* Balance sheets and income statements for the last three years (with appendices and explanatory notes), approved by the GA, showing the origin (public or private) of financial resources. This information must be updated every year thereafter.
* Provisional budget for the current financial year, showing the list of public funding approved by the body responsible for drawing up and approving the organization's accounts (if possible, indicating whether this funding has been acquired, applied for or is to be applied for).
* Documents proving the sources of project co-financing already secured
* Other administrative documents deemed necessary may be requested by the contracting authority.

***NB:*** *This administrative file must be sent in electronic format (USB stick) at the same time as the project concept note.*