

Call for Proposal Grants

Context

The Trade for Development Centre (TDC) is a programme of Enabel, the Belgian development agency.

The TDC aims to promote sustainable production and responsible consumption. It accomplishes this by strengthening production and consumption chains so that they become more sustainable (diversified, climate-smart), more inclusive and more respectful of human rights.

In Africa, the TDC strengthens Micro, Small and Medium Enterprises (MSME) or Producers' Organisations (PO), through a coaching programme and/or financial support.

This Call for Proposals concerns **financial support (grants)**.

Objective

The general objective

of this call for proposals is to contribute to making the first links in the production chain more sustainable.

The specific objective

is to support MSME or PO in implementing a strategy and/or an action plan to become more sustainable (1) and more respectful of decent income (2) and decent work (3).

What amount?*

All applications for a grant under this call for proposals must **range from a minimum of EUR 50,000 to a maximum of EUR 90,000**.

The beneficiary must **co-finance at least 10% of the total project budget**.

The grant will be **paid in 3 instalments****.

* Details in point 1.3 page 4 to 5 of the Guidelines

** Details in point 2.1.5 pages 10 of the Guidelines

(1) **Sustainability** encompasses environmental aspects (climate-smart agriculture, maintaining ecosystems, etc.), social aspects (decent income and decent work, etc.) and economic aspects (professionalisation of business management, etc.).

(2) The concept of a **decent income** implies that a family has sufficient resources to cover the costs of food, housing, healthcare, education, transport and other essentials, as well as sufficient reserves.

(3) **Decent work** sums up the aspirations of people in their working lives. It involves opportunities for work that is productive and delivers a fair income, security in the workplace and social protection for all, better prospects for personal development and social integration, freedom for people to express their concerns, organize and participate in the decisions that affect their lives and equality of opportunity and treatment for all women and men. (International Labour Organization)



To finance what type of projects?*

To implement a strategy and/or an action plan **to be more sustainable and more respectful of decent income and decent work**. For example:

- Support towards decent work
- Strengthening the position of producers' organisations towards primary buyers
- Promoting climate-smart agriculture
- Diversification of production, for own consumption or sale on markets, including local markets
- Traceability and transparency
- ...

* Details in point 2.1.3 pages 7 to 9 of the Guidelines

Who can apply?*

- **micro, small and medium-sized enterprises (MSMEs)** with a social purpose which do not exceed the definition of a medium-sized enterprise (4), or **producer's organisations (PO)**
- having a legal status since at least 2 years
- and are active in the following sectors and established in one of these countries:
 - for the sectors cocoa, coffee, or cashew nut: **Benin, Burkina Faso, Burundi, Democratic Republic of Congo, Guinea, Mali, Mozambique, Rwanda, Senegal, Tanzania or Uganda.**
 - for the cocoa sector: **Côte d'Ivoire or Ghana**
 - for the coffee sector: **Ethiopia or Kenya**

* Details in point 2.1.1 pages 5 to 6 of the Guidelines

When to apply?

You have until **27 November 2023 at 12.30pm (Brussels time)** to submit your application.

(4) United Nations' definition: medium-sized company = less than 250 employees and an annual turnover of less than €50 million or a balance sheet of less than €43 million.



How to apply? Application procedure

In two phases: In the first phase, submission of the concept note and in the second phase, if selected, submission of the proposal.

Content of the concept note?*

- complete part A of the Grant Application File
- applicants need only provide an estimate of the amount of grant requested
- attach all annexes (see point "3. List of annexes" on page 18 of the Guidelines)

* Details in point 2.2 pages 10 to 13 of the Guidelines

Documents to be completed

- **ANNEX A:** grant application file (Part A: concept note) (Word format)
- **ANNEX D:** legal entity form (Word format) duly completed and signed by the applicant, along with any supporting documents requested.

Documents to be submitted

- proof/certificate of registration with the local authorities
- the articles of association (by-laws, memorandum of association, statutes, constitution) and any internal regulations
- a copy of your certifications, if any, or proof that you are in the process of obtaining certification; or proof of membership; or proof of a strong commitment to economic, social and environmental sustainability credibly verified by a third party
- a copy of the certified financial statements for the previous 2 years (income statement + balance sheet for the last two closed financial years)
- a contract + a certificate of completion for each experience presented / action managed by your organisation over the last three years in the same sector and on a scale comparable to that for which a grant is requested.
- For producers' organisations and cooperatives: Please provide two recent reports of the General Assemblies and a list of the members of the Board of Directors and the Management Committee.
- For private social enterprises: documents and internal regulations explaining the allocation of profits in previous years, if applicable.

Indicative timetable

	Date	Time
Date of publication	25 September 2023	-
Deadline for clarification requests to the contracting authority	6 November 2023	12.30 pm
Last date on which clarifications are given by the contracting authority	16 November 2023	-
Submission deadline for concept notes	27 November 2023	12.30 pm
Information of applicants on the opening, administrative checks and evaluation of concept notes (stage 1)	In the week of 18 December 2023*	-
Invitations to submit the proposals	In the week of 8 January 2024*	-
Deadline for the submission of the proposals	In the week of 12 February 2024*	-
Request certificates and supporting documents relating to the grounds for exclusion	In the week of 19 February 2024*	-
Receipt of certificates and supporting documents relating to the grounds for exclusion	In the week of 4 March 2024*	-
Organizational analysis of applicants whose proposal has been shortlisted	March 2024	-
Notification of the award decision and transmission of signed grant agreement	April 2024	-
Signature of the Agreement by contracting beneficiary	No later than 15 days after notification of the grant	-

* Provisional date. All times are in the local time of the contracting authority (i.e. Brussels time).

More information and documents to complete



www.tdc-enabel.be > Call for Proposal

www.enabel.be > Work with us > Grants