



Call for proposals for the project :

Transition to sustainable food systems through the scaling up of agroecological innovations in the Central African region (DeSIRA+)

BEL23010

Rwanda

Contracting authority : Enabel mandated by the EU to implement the DESIRA + project

Guidelines for applicants

Reference: BEL23010-10004

Deadline for submission of concept notes: 18 July 2025

Deadline for submission of proposals: will be communicated to the candidates whose concept notes have been selected.

Note

This is a call for proposals in two phases. As a first step, only concept notes should be submitted for evaluation. After evaluation of the concept notes including the admissibility of the applicants, the applicants who have been shortlisted will be invited to submit a proposal. Subsequently, the evaluation of the proposals actually received from the preselected applicants will be carried out.

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1 AGROECOLOGICAL INNOVATIONS ARE IDENTIFIED, TESTED AND PREPARED FOR SCALING UP

This call for proposals is organised by Enabel, implementing the DeSIRA+ initiative in Central Africa. Enabel acts pursuant to the mandate granted by the European Union to implement the DESIRA + project. All activities and commitments by Enabel set out in this document are undertaken under that mandate .

1.1 CONTEXT

Against a backdrop of multidimensional and interconnected crises, a global consensus is emerging on the need for an urgent and far-reaching transformation of food systems. Both drivers and victims of major global challenges - food and nutrition insecurity, climate change, depletion of natural resources, erosion of biodiversity - these systems need to evolve towards greater sustainability. Agroecology is increasingly emerging as a credible and effective approach to strengthening their sustainability and resilience.

In response to these challenges, the Development Smart Innovation through Research in Agriculture (DeSIRA) initiative was launched by the E.U. in 2018. DeSIRA aimed to support research and innovation projects in Africa, Asia and Latin America, and to strengthen research capacities and research governance by involving key stakeholders at national, regional, continental and global levels. This first phase enabled relevant innovations to be developed through action research involving a wide range of stakeholders (research, farmers' organisations, NGOs, private companies, governments) through consultation frameworks and partnerships.

Following the first phase of DeSIRA, **DeSIRA+** has been launched under the **Sub-Saharan Africa Regional Programme** (NDICI - Global Europe, 2021-2027) for 48 months. The aim of this new phase is to co-construct and scale up agroecological innovations, build the capacity of stakeholders in agroecology and promote policies favourable to sustainable food systems.

It is based on three pillars:

- Agroecology as a holistic approach to agricultural and food challenges.
- Innovation and scaling up through co-creation between researchers and players in the field.
- Strengthened multi-stakeholder partnerships, led by organisations outside research (CSOs, POs, public and private institutions, NGOs) to encourage the dissemination of innovations.

As part of this second phase, Enabel has been mandated by the EU to implement DeSIRA+ in Central Africa and, more specifically, in Burundi, the Democratic Republic of Congo and Rwanda, according to the following framework:

OG : Strengthening the agroecological transition in Central Africa for greater resilience and income for food system stakeholders	
SO1 : Contribute to the dissemination and scaling up promising agroecological innovations	OS2 : Improve the institutional and political environment for innovation and agroecological transition
Output 1.1 : Agroecological innovations are identified, tested and prepared for scaling up	Output 2.1 : Food system actors have strengthened their capacity to support successful innovations
Output 1.2 : Rigorously tested and validated agroecological innovations are scaled up	Output 2.2 : Spaces for exchanges and dialogue between national and regional players are created and energized
	Output 2.3 : The performance of innovations in target areas influences policies in favor of the agroecological transition

This call for proposals concerns Rwanda. It comes under Specific Objective 1 (output 1.1) which aims to identify, test and prepare for scale up recognised agroecological innovations. Its aim is to address the priority challenges in terms of scaling up agroecological innovations and practices in the region in order to provide solutions to:

1. Technical, knowledge and/or skills gaps

- Some agroecological practices are well known, but their adoption by farmers and their organisations requires adjustment to local contexts.
- Agroecological inputs are insufficiently available and accessible to small-scale family producers in the South.
- Support for producers is often insufficient to enable the transition from locally adapted agroecological solutions to large-scale agroecological transition.
- There are few agroecology training programmes available to local producers, and the sites for prototyping and demonstrating agroecological practices are limited in scope, making it difficult to move from theory to practice.

2. Financial viability and market barriers

- Some farmers find it difficult to recoup the additional costs associated with adopting agroecological practices, not least because markets do not sufficiently value products produced using ecological practices.
- The cost of the transition to agroecology (e.g. labour, organic inputs) remains high, and there are few economies of scale.
- There are few financial incentives (subsidies, access to credit) to encourage farmers to adopt agroecology.

3. Inefficient waste management and lack of circular approaches

- Organic waste from farms and food systems is insufficiently converted into green manure/compost.
- The use of chemical inputs, which dominate the market, generates environmental risks that are poorly controlled.
- There is a lack of raw materials, equipment and public policies to encourage the widespread use of composting, biofertilisers and large-scale biogas solutions.
- Agricultural intensification often takes place in a context of heavy dependence on imported fertilisers, pesticides, herbicides and animal feed.
- There are few local solutions for replacing imported inputs with accessible and affordable agroecological alternatives.

4. Weaknesses in policies and institutions

- The virtual absence of incentive policies and financial mechanisms (subsidies, credits) is slowing down the adoption of agroecology.
- Conventional farming is still favoured by public policy.
- Agroecology lacks strong, practical institutional support.

1.2 OBJECTIVES OF THE CALL FOR PROPOSALS AND EXPECTED RESULTS

The **general objective** of this call for proposals is to contribute to the transition towards sustainable and resilient agricultural systems through the widespread adoption of agroecological practices adapted to local contexts.

The **specific objective** is : Farmers have validated agroecological solutions, accompanied by technical, economic and institutional mechanisms, as well as the skills needed to enable them to be adopted and disseminated on a large scale.

The expected results are as follows:

R1 - Innovative agroecological solutions, including cropping systems and practices, soil management and biodiversity management, are identified, tested and adapted to local conditions and producers' needs.

R2 - The agroecological practices and systems identified undergo a rigorous assessment of their agro-economic, environmental and social performance, including their resilience to climate change, in order to determine their potential for future scaling up.

R3 - On-the-ground technical, financial and/or organisational support for the agroecological transition, adapted to local contexts, is available to producers.

Table 1 : Indicative generic results framework by project

Expected results	Expected effects	Indicators	Targets (By project)
Farmers have access to validated agroecological solutions, accompanied by the technical, economic and institutional mechanisms needed for their large-scale adoption.			
R1 - Innovative agroecological solutions , including cropping systems and practices, soil management and biodiversity management, are identified, tested and adapted to local conditions and producers' needs.	--> Existence of arrangements for evaluating and demonstrating innovative agroecological systems/practices in the field, with a view to scaling them up.	Number of field systems mobilised for the development, learning and demonstration of innovative agroecological systems and practices planned for scale-up	At least 1
		Number of producers experimenting with innovative agroecological systems and/or practices on their farms, with a view to scaling them up.	> 20
R2 - The agroecological practices and systems identified are subject to a rigorous assessment of their agro-economic and environmental performance, including their capacity for resilience in the face of climate change, in order to determine their potential for future scaling up.	--> Availability of objective, robust data on the operation and technical and economic performance of agroecological systems/practices considered for scaling up.	Number of scientifically validated innovative agroecological systems and/or practices	At least 2
		Number of innovative agroecological systems and/or practices whose technical and economic performance has been assessed	At least 1
R3 - On-the-ground technical, financial and/or organisational support for the agroecological transition, adapted to local contexts, is available to producers	--> Availability of resources / technical products tailored to producers' needs to promote the scaling up of innovative agroecological systems and/or practices.	Number of technical products (posters, technical sheets, radio programmes, etc.) produced in French and national languages on the innovative agroecological systems/practices promoted	>5 technical products available in French and at least 1 national language
	--> Consolidation of agroecology dissemination initiatives that predate the project	Number of actions carried out to support the promotion of products from agroecological systems/practices	1

	--> Effective promotion of innovative agroecological systems and practices	Number of field visits organised for potential adopters and agricultural training/advisory structures	>2 site visits for > 100 people
		Number of indirect beneficiaries of large-scale extension activities through mass promotion mechanisms (community radio, internet, etc.).	> 1000
	--> Building the capacity of stakeholders to support the scaling up of agroecological systems/practices	Number of people trained (producers, farm advisors, technical coordinators, trainers) in agroecological systems/practices that are planned to be scaled up.	> 100
	--> Capitalising on project activities	Number of capitalisation/learning/advocacy documents produced on the basis of actions supported	> 2
	--> Availability of a realistic strategy for scaling up the agroecological systems/practices envisaged.	Availability of an analysis of the conditions and measures needed to scale up innovative agroecological systems/practices	At least 1
		Availability of a strategy and budgeted action plan for scaling up the innovative agroecological systems/practices identified	At least 1

It is important to note that subsidised projects will be required to take part in support and learning activities (bootcamp, capitalisation workshop, sharing and exchange session, learning calls, etc.). Exchanging knowledge between peers is a way for the various players to learn from their successes and/or failures. In addition, these exchanges will act as networking tools and help to strengthen and/or create national and regional multi-stakeholder partnerships. The selected projects will be integrated into the Knowledge Exchange Network of the Enabel Innovation Hub, which aims to share lessons learned from projects, generate knowledge and strengthen synergies between partners.

Applicants should therefore budget for the time required to take part in various activities. Two people per project (Project Binomial) must be designated and will represent the project at these activities. Travel costs will be covered directly by Enabel.

Planned activities	Estimated duration	Mandatory / Optional	On-site / Remote
Specific to the DeSIRA+ action			
Launch workshop (to be confirmed)	3-5 days	Mandatory	On-site
Technical follow-up calls	2 hours / term	Mandatory	Remote
Learning calls	2 hours / term	Mandatory	Remote
Capitalisation workshop	3 days	Mandatory	On-site
Capacity building via webinars on : • Scaling trajectory ; • Durability ; • Partner management ; • Monitoring and evaluation ;	9 webinars (9h)	Mandatory	Remote
Capacity-building on specific themes (on request/required by projects)	-	Optional	On-site / Remote
Project exchange visit	5 days	Optional	On-site
Participation in external events	5 days	Optional	On-site
Joint with Innovation Hub			
Strategic workshop on integrating scaling within organisations	5 days	Mandatory (to be confirmed)	On-site
Knowledge exchange sessions between projects (Knowledge Exchange Network)	2 sessions (1h30) per year	Mandatory	Remote

Learning about the link between innovation (medium-term) and the necessary ecological transition (long-term) will take place at two levels:

- In terms of the innovations themselves;
- The obstacles, levers and conditions needed to stimulate the agroecological transition (systemic change).

1.3 AMOUNT OF THE FINANCIAL ALLOCATION PROVIDED BY THE CONTRACTING AUTHORITY

The total indicative amount available under this call for proposals is **EUR 700,000**. The Contracting Authority reserves the right not to award all of the available funds.

Grant amount

All grant applications under this call for proposals must fall between the following minimum and maximum amounts:

Minimum amount: EUR 150,000 (excluding own co-financing)

Maximum amount: EUR 230,000 (excluding own co-financing)

Co-financing of at least 10% and at most 20% of the total budget for the action is required. The co-financing required must be provided directly by the beneficiary, in the form of an identifiable and verifiable financial contribution. Co-financing can only be in cash, the contribution cannot be in kind. It is in addition to funding of Enabel.

Applicants have two options:

- Either the co-financing is not allocated to specific budget items or activities. It is integrated proportionally into all cost categories of the project budget. In this case, when each financial report is submitted, each item of expenditure is allocated systematically in proportion to the financial contributions of each party.
- Or the co-financing is earmarked for specific budget lines (this must be entered precisely in the Excel budget). In this case, only expenditure specifically linked to the budget lines concerned is charged to the co-financing.

During execution, Enabel reserves the right to modify the minimum and maximum amounts applicable to the requests and to award additional amounts to beneficiaries having been awarded grants within the framework of this call for proposals.

2 RULES APPLICABLE TO THIS CALL FOR PROPOSALS

These guidelines specify the rules of submission, selection and implementation of actions financed under this call for proposals.

2.1 ADMISSIBILITY CRITERIA

There are three categories of admissibility criteria, which concern, respectively:

- (1) The actors:
 - The applicant, i.e. the entity submitting the application (2.1.1) ;
 - where applicable, its co-applicant(s) [unless otherwise specified, the applicant and co-applicant(s) will hereinafter jointly referred to as the "applicants"] (2.1.1) ;
- (2) The actions:
 - Actions admissible for grants (2.1.3) ;
- (3) The costs:
 - The types of costs that may be included in the calculation of the amount of grant (2.1.4).

2.1.1 Admissibility of applicants [applicant and co-applicants]

The aim of this call for proposals is to help stimulate the establishment and strengthening of inclusive and synergistic multi-stakeholder partnerships capable of implementing innovative and effective actions in a collaborative and multidisciplinary approach. For this reason, the submission of proposals by consortia (applicant - co-applicant(s)) involving different types of stakeholders (farmers' and civil society organisations, training/advisory bodies, NGOs, public and private sectors, research) is highly encouraged. However, a proposal may also be submitted by a single organisation.

Applicant

(1) To be admissible for grants, applicants must satisfy the following conditions:

- A. be a legal person; **and**
- B.1 be a public entity¹ (universities, research centres, etc.)
- Or**
- B.2 be a private not-for-profit entity (international or national non-governmental organisation, ASBL, foundation, etc.)
- **Or**
- B.3 be a legal entity governed by private law whose primary objective is not to maximise profit; A profit-making legal entity is eligible provided that it meets all of the following criteria.

Criteria	Check
1. The company's basic documents (articles of association, mission, vision, business plan, etc.) clearly demonstrate that the company pursues social objectives.	The applicant provides the organisation's strategic documents. Enabel checks that the company's social, environmental and developmental objectives appear in several strategic documents:

¹ A 100% public player, with no private capital.

2. The distribution of profits is transparent, and on average more than half of profits are reinvested in the company.	Either the applicant demonstrates that this condition is effectively incorporated into the organisation's articles of association. Either analysis Enabel's of the balance sheets for the 3 last years shows that the condition is indeed met, de facto.
3. The company reports externally on the achievement of its social objectives.	The applicant shall provide the documents (reports, etc.) or other media (website, etc.) demonstrating this external communication.
4. An applicant or co-applicant who has already received aid from an EU Member State may not receive a grant which, when added to the amount of aid previously granted, would exceed the ceiling of EUR 300,000 over a period of three fiscal years. ²	Declaration of honour in Annex D3 to be signed (see explanatory note attached to the form)

And

C. pursue an objective that is in line with the following ones:

- sustainable human development
- consolidating democracy and the rule of law, including good governance,
- respect for human dignity, human rights in all their dimensions and fundamental freedoms,
- inclusive, equitable and sustainable economic growth, giving priority to local entrepreneurship, the social economy and the ILO's Decent Work Agenda.

And

- D. have experience of implementing actions in the field linked to the development OR evaluation OR scaling-up of agroecological innovations (for example of the brokerage³ type between the field of research and the field of application at scale in the farming world in the target countries) in comparable intervention contexts (i.e. family farming, security risks, high population density, land conflicts, food insecurity, dysfunction of public support services for producers) as part of a multi-stakeholder approach; **and**
- E. be directly responsible for preparing and managing the action with the co-applicants and not act as an intermediary; **and**
- F. have already managed a grant or any other equivalent contract **closed** for an amount of at least 45% of the grant envisaged. **and**
- G. have experience of managing sub-grants to sub-beneficiaries (this condition **only** applies if the proposal envisages sub-sub-grants) **and**

² For example, a private legal entity whose primary objective is not profit maximization and which has received a total of €50,000 in aid from an EU Member State over the past three years may receive a grant from Enabel of up to maximum €250,000

³ The term "brokerage" refers to **intermediation actions** aimed at **bringing different players together** to facilitate collaboration, financing, the exchange of services or the transfer of knowledge.

- H. be registered and be authorised to work in Rwanda (proof of registration required).

The above conditions must be met and supported by a number of documents (see point 2.2.1).

If a grant is awarded, the **applicant** becomes the **contracting-beneficiary** identified in Appendix E (Grant agreement). The contracting-beneficiary is the main contact for the contracting authority. It represents any other beneficiaries (co-applicants) and acts on their behalf, coordinating the implementation of the action.

Co-applicant(s)

Co-applicants, if applicable, are involved in defining and implementing the action, and the costs they incur are eligible in the same way as those incurred by the applicant.

(2) Co-applicants must meet the following conditions:

- A. be a legal person; **and**
- B.1 be a public player⁴ (universities, research centres, etc.)
or
- B.2 be a private not-for-profit player (international or national non-governmental organisation, ASBL, foundation, etc.)
or
- B.3 be a legal entity governed by private law whose primary objective is not to maximise profit (see the same criteria and method of verification as for the "applicant" category above);
and
- C. pursue an objective that is in line with the following ones:
 - sustainable human development
 - consolidating democracy and the rule of law, including good governance,
 - respect for human dignity, human rights in all their dimensions and fundamental freedoms,
 - inclusive, equitable and sustainable economic growth, giving priority to local entrepreneurship, the social economy and the ILO's Decent Work Agenda.**and**
- D . Have experience of implementing agroecology-related field actions in the target countries or in comparable intervention contexts (i.e. family farming, security risks, high population density, land conflicts, food insecurity, malfunctioning of public producer support services) as part of a multi-stakeholder approach;
and
- F . be directly responsible for preparing and managing the action with the applicant(s) and not act as an intermediary **and**;
- G . have already managed a grant or any other equivalent contract **closed** for an amount of at least 45% of the grant envisaged.
- H. be registered and be authorised to work in Rwanda (proof of registration required)

The co-applicants must sign the mandate in part B section 2.6 of the grant application file.

If they are awarded grants, any co-applicants will become beneficiaries of the action, along with the

⁴ a 100% public player, with no private capital.

contracting beneficiary.

It is not possible to add or withdraw co-applicants between the first round (concept note) and the second (full proposal).

Organisational analysis: For players whose proposals are ranked in order of relevance for the award of a grant, an organisational analysis will be carried out on them and any co-applicants in accordance with point 2.3 "Evaluation of applications". This organisational assessment will cover, among other things, the institutional framework, the strategic and operational framework, human resources, financial management, audit and contracts.

Grounds for exclusion: Potential applicant and co-applicants may not participate in Calls for Proposals, nor may they be the beneficiary of grants if they are in one of the exclusion situations described in Annex VII of the model grant agreement provided in Annex E of these guidelines

In part A, section 1.3.5 of the grant application file ("declaration by the applicant"), the applicant must declare that neither he/she nor the co-applicant(s) are in one of these situations and that both he/she and the co-applicant(s) undertake to provide the following supporting documents:

- Criminal record certificates for the applicant and co-applicants (legal entity) and their directors (members of the management or supervisory body). Where there is no extract from the criminal records for legal entities in the country of establishment concerned, the extracts from the criminal records of the directors are sufficient;
- The document certifying that the applicant and co-applicant(s) meet their obligations regarding payment of social security contributions;
- The document certifying that the applicant and co-applicant(s) meet their tax payment obligations;
- A document certifying that the applicant and the co-applicant(s) are not bankrupt, being wound up, having ceased trading or having entered into an arrangement with creditors.

It is not necessary to attach these documents to the concept note or the proposal, the declaration on honour being accepted by Enabel as proof *a priori* in place of these documents. Enabel will check the accuracy of the information contained in these documents for applicants ranked in order of relevance for the award of a grant.

However, for documents that are not accessible via a free national database in a Member State of the European Union, the applicant must be able to provide the supporting documents within 15 calendar days of the request from Enabel. Applicants are therefore strongly advised not to wait for the Enabel request and to request the necessary documents as soon as possible from the competent authorities of the country in which they are established. It can take a long time to obtain certain documents.

2.1.2 Associates and contractors

The following persons are not co-applicants. They do not have to sign the "mandate" declaration:

Associates

Other organisations may be associated with the action. Associates participate effectively in the action, but are not entitled to grants, with the exception of per diems and travel expenses. These associates do not have to meet the eligibility criteria mentioned in point 2.1.1. The associates must be mentioned in part B, section 2.7 of the grant application file, entitled "Associates of the applicant taking part in the action".

Contractors

Contracting beneficiaries may themselves award contracts to contractors. Associates, applicants and co-applicants may not at the same time be contractors (services, works, equipment) for the project. The choice of contractors is subject to public procurement rules (if the contracting beneficiary is itself public and subject to public procurement regulations) or to the rules set out in Annex VIII of the model grant agreement (if the contracting beneficiary is private).

2.1.3 Admissible actions: for which actions can a proposal be submitted ?

Definition

Actions eligible for funding under this call must constitute a project - a stand-alone operation made up of coherent sets of activities with clearly defined objectives, in line with the objectives and results listed in section 1.2.

Duration

The initial planned duration of a project may not be less than 30 months nor exceed 36 months.

Sectors or themes

The agroecological transition

It refers to the process by which food systems evolve to adopt the principles of agroecology. According to Gliesmann, "the agroecological transition aims to transform food systems, from production to consumption, to make them more sustainable, equitable and resilient by integrating ecological principles into agricultural practices, improving biodiversity, soil health, and reducing greenhouse gas emissions while promoting equitable economic practices in value chains". This transition can be gradual, allowing producers and food systems to adapt gradually to new practices and new paradigms while taking account of socio-economic realities.

Agroecology is unique in that it is not simply "a set of good agricultural practices", but combines: (1) a set of principles and practices that improve the resilience and sustainability of food and agriculture while preserving social integrity and economic sustainability, (2) a scientific research approach and (3) a socio-political movement, which focuses on the practical application of agroecology, and seeks new ways of looking at farming, food processing, distribution and consumption, and their relationships with society and nature in order to contribute to sustainable food systems. It is this combination that makes agroecology unique and relevant, characterised by networks of actors acting at several levels of food systems.

Innovation

Although diverse and heterogeneous in nature, innovation can be described as "a new solution - identified as products, services and/or processes - with the transformative capacity to accelerate impact", which corresponds closely to the definition of the International Development Innovation Alliance (IDIA).

To check whether a solution qualifies as an innovation, Enabel adheres to the following three criteria:

1. The solution must be new or novel in the specific context, and at least "new" or "novel" for end users;
2. The solution must have a transformative impact (beyond simple improvements or efficiency gains); Enabel will look for innovative solutions that can be reproduced and scaled up.
3. The solution has yet to be developed, tested, adapted, adopted or scaled up, i.e. it has not yet reached its optimal sustainable scale (explained in paragraph 4.3).

For this call for proposals, Enabel will focus on innovations (systems and practices) currently being tested/developed (minimum phase 2), with a view to targeting those that are candidates for scaling up.

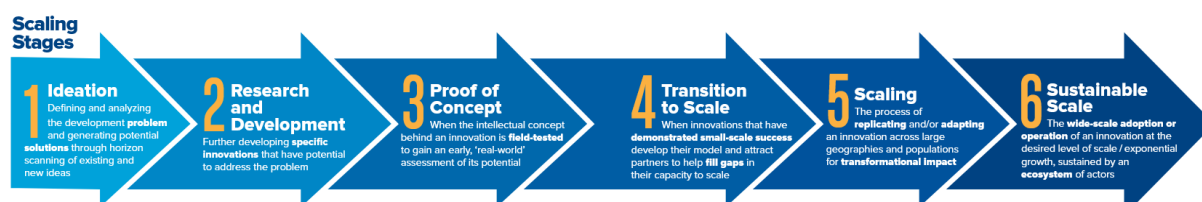


Figure 1 : Phases of innovation (IDIA, 2017)

Enabel sees innovation not simply as an outcome, but as a process. Innovation involves experimentation, learning and the generation of new knowledge from the idea stage through to the

achievement of significant impact. Throughout the implementation phase of this call for proposals, Enabel will position itself as a trusted partner in the innovation efforts of projects, with the aim of minimising the concomitant risks and maximising the chances of achieving an evolving and innovative impact.

Participatory Action Research (PAR)

Participatory Action Research (PAR) is a strategic approach that aims to link knowledge production, concrete action and social transformation through a collaborative process of co-creation. It brings together a range of stakeholders—farmers, researchers, institutions, economic actors, communities—around issues that directly affect them, in order to co-produce useful knowledge and bring about concrete, sustainable changes rooted in local realities.

PAR is not a single methodology, but a flexible and adaptive approach based on three inseparable dimensions: participation, action and research. It allows us to move away from top-down and external approaches, enabling the emergence of meaningful practices and innovations based on local challenges and knowledge. Depending on the context, it mobilises a variety of methods (quantitative, qualitative, participatory) as long as they are part of a co-creative dynamic shaped by the actors themselves.

Within the framework of this Action, grantees will have the possibility, if they wish, to use an action research approach to encourage local ownership of their innovations. Successful bidders may, if they express the need, benefit from a specific methodological support offered by Enabel for the implementation of this approach.

Target groups

The target groups are the various stakeholders in food systems:

- Producers / Family farms ;
- Households in target areas (processors, traders, consumers);

The final beneficiaries are the communities in the areas intervention.

Geographical coverage

The actions are to be implemented in the following countries: **Rwanda**.

During the selection process, particular attention will be paid to the accessibility and safety of the areas where the actions are proposed.

Types of action

The specific aim of the call for proposals is to identify innovations that are currently undergoing comparative evaluation in field systems, that have proved their worth, that are in the process of being scaled up or that are already in the process of being scaled up. In other words, in order to be submitted, the proposed solutions must have passed through the first stages of ideation.

DeSIRA+ grants support scaling up in terms of expansion. Expansion can be understood as geographical scope (implementation in new regions), users/beneficiaries (more or different users/beneficiaries), and/or services (development of what the innovation entails and offers).

The types of eligible actions must include activities to support the practice of agroecology in the field, to enhance its value, to promote it and to scale it up.

The proposed actions must fall under at least one of the following themes, in line with the priority challenges identified:

- **Alternatives to chemical inputs:** How can we reduce dependence on costly external inputs by developing local, organic and affordable alternatives tailored to the realities of small-scale producers?
- **Circular economy and recovery of agricultural waste:** How can we improve the circular economy by transforming agricultural waste into useful resources (compost, biofertilisers, biogas, animal feed)?

- **Reducing post-harvest losses and food waste:** How can we develop innovative solutions for the storage, processing and marketing of agroecological produce to limit post-harvest losses and food waste?
- **Adapting to climate change and food security:** How can we build agroecological systems that are resilient to climatic hazards in order to guarantee sustainable agricultural production and secure food supplies for populations?
- **Innovations linked to economic incentives and the commitment of private players:** How can we structure policies and incentive mechanisms to encourage farmers and agri-food businesses to adopt circular economy and agroecology models ?
- **Agroecological innovations in crop and livestock farming systems (at technical and economic level)**
 - What practices/systems are best suited to the local context?
 - How can we build value chains that make the most of agroecology?

These different themes should include a learning dimension with regard to the feasibility and/or socio-economic impact of the changes in practices studied, whether at farm level or at landscape/territory level during the implementation of the project. This assessment should include the gender dimension and an analysis of the levers and obstacles and the competitiveness of the solution compared with conventional solutions. It is essential to identify the potential obstacles to the implementation of the new practices and production systems envisaged, and to guarantee their technical, social, economic and environmental sustainability (e.g. regulations and incentives, organisation of the supply chain, consumer awareness, etc.).

In addition, the project submitted must pay particular attention to issues that are less specific to agroecology but are nonetheless crucial for scaling up:

- **Securing land tenure:** How can agroecology be made viable (in regions where access to land is limited or the producer does not own the plot)?
- **Market access and rural infrastructures:** How can infrastructures and distribution chains be improved to ensure that agroecological products are accessible to consumers and profitable for farmers?
- **Public policies and funding for agroecology:** How can the integration of agroecology into national strategies and funding mechanisms be strengthened to accelerate its adoption and sustainability?

During the selection process, it will be important for your project to be consistent with the pillars of sustainable food systems; Team Europe initiatives support towards reinforcing resilience and building food systems among actors and the goals of the Rwandan 5th Strategic Plan for Agriculture

Enabel strongly encourages proposals that incorporate a holistic approach, taking into account methodological, environmental and social aspects, to ensure a sustainable and replicable impact.

The following types of action are not eligible:

- Actions consisting solely or mainly in sponsoring the participation of individuals in workshops, seminars, conferences and congresses;
- Actions consisting solely or mainly of financing individual study or training grants.

In addition, proposals should present a clear and structured strategy for the engagement of stakeholders in co-creation processes, as well as for the communication and dissemination of project activities and results. A multi-stakeholder or living laboratory approach, encouraging the active participation of users, partners and stakeholders throughout the project cycle should:

- Identify real needs with a wide range of stakeholders;
- Involve end users and stakeholders throughout the project life cycle;
- Co-design and co-create with all project partners and stakeholders;
- Connect basic research with applied research to provide operational solutions and open innovation activities, integrating the practical knowledge of farmers and other relevant stakeholders;

- Take account of local conditions and consider ways of moving from local solutions to solutions applicable on a regional scale or to several locations in Central Africa;
- Consider approaches aimed at identifying, evaluating and integrating traditional knowledge into agroecological practices;
- Strongly encourage the incorporation of social sciences ;
- Consider a technical validation phase based on a scientific protocol;

Types of activity

Without being exhaustive, the types of activities eligible for funding under this call for proposals are :

1. Gaps in knowledge and skills

- Testing potential technical solutions on the farm
- Evaluate and scientifically validate solutions that are candidates for scale-up.
- Supporting the biopesticide registration process, certification of improved variety seeds and certification of solutions in accordance with national/international standards where appropriate
- Support for the introduction of a regulatory framework for biopesticides or organic fertilisers/amendments.
- Setting up practical training courses tailored to farmers' needs, with a focus on the large-scale application of innovative agroecological solutions.
- Creating demonstration sites in strategic areas to facilitate learning by doing and test solutions adapted to local realities.
- Creating, supporting and structuring networks of farmers and cooperatives to encourage the exchange of knowledge and the dissemination of best practice.
- Developing scaling-up models that take account of local conditions, producers' constraints and socio-economic dynamics.
- Development of technical manuals and illustrated guides accessible to farmers, in local languages.
- Building the capacity of agricultural training institutions to integrate agroecology into existing curricula.
- Training community relays and agricultural technicians to provide local support.

2. Workload and workforce efficiency

- Experimentation with and adaptation of agroecological technologies to lighten the workload (mechanisation linked to agroecological practices such as deep urea placement, supplementary irrigation, weed control).
- Setting up equipment pooling services to give small producers access to suitable tools.
- Promotion of collective approaches (e.g. work groups, cooperatives) to optimise the workforce.

3. Financial viability and market barriers

- Development of short circuits and markets dedicated to agroecological products, in conjunction with local consumers and businesses.
- Health and taste quality tests, consumer preference studies, as well as marketing and brand image activities.
- Setting up simplified certification mechanisms (such as the Participatory Guarantee System) to add value to agroecological products without prohibitive costs.
- Support for cooperatives or SMEs active in the production and distribution of agroecological inputs.
- Support for the structuring of agroecological sectors to improve access to organic inputs and pool costs.
- Raising awareness among decision-makers and financial institutions of viable agroecological business models and the need for support.
- Supporting government structures to develop mechanisms for subsidising agroecological inputs.
- Development of appropriate financial tools (e.g. development of green financial products, microcredit, guarantee funds, agricultural insurance, subsidies) to reduce producers' risks.

Sub-grants to sub-beneficiaries⁵

Applicants may offer sub-grants to sub-beneficiaries to help achieve the objectives of the action.

The **maximum** amount of these sub-grants is EUR 60,000 per sub-beneficiary.

Granting sub-grants to sub-beneficiaries cannot be the main objective of the action.

Applicants wishing to redistribute sub-grants must specify in section 2.2.1 of the grant application:

1. A description of the objectives and results to be achieved with these sub-grants, the fundamental principles, the key concepts, the mechanisms, the players and their role in the management process;
2. The criteria and procedures for allocating sub-grants, the conditions governing access by sub-beneficiaries, the conditions governing the admissibility of sub-projects, and the conditions governing the eligibility of activities, costs and expenditure ;
3. Procedures and conditions for processing and allocating applications;
4. The maximum amount that can be awarded per sub-beneficiary ;
5. Terms of agreement/contract with sub-beneficiaries ;
6. Procedures and arrangements for the disbursement of resources ;
7. Technical and financial monitoring procedures and arrangements ;
8. Control procedures and arrangements.

The description of these 8 points is compulsory. They must be clearly defined according to this structure in the action's proposal.

Sub-recipients eligible for sub-grants are restricted to national organisations that have already been active for at least 2 years in the areas targeted by this call (e.g. NGOs, farmers' organisations/cooperatives, regularly constituted local development committees, etc.).

The types of activity eligible for any sub-beneficiaries are the same as those applicable to the main applicant.

In all cases, only one tier of sub-recipients is permitted. Sub-beneficiaries may never use sub-grants received to allocate grants to a second tier of sub-beneficiaries. And sub-beneficiaries must belong to the natural beneficiaries/partners of the contracting-beneficiary, in line with its mandate and mission.

Visibility

Applicants must take all necessary measures to ensure the visibility of the financing or co-financing by the European Union. The contracting-beneficiary must always mention "the European Union" as the donor in public communications relating to the subsidised action and Enabel as the implementing agency.

Number of grant applications and agreements per applicant

Applicants may not submit more than one application under this call for proposals.

Applicants may not be awarded more than one grant agreement under this call for proposals.

The applicant cannot be a co-applicant in another application at the same time.

A co-applicant may not be awarded more than one grant agreement under this call for proposals.

2.1.4 Eligibility of costs: what costs can be included?

Only "eligible costs" may be covered by grants. The types of eligible and ineligible costs are indicated below. The budget is both an estimate of costs and an overall ceiling of "eligible costs".

Reimbursement of eligible costs may be based on one or a combination of the following:

⁵ These sub-beneficiaries are neither associates nor contractors.

- Direct costs (management and operational costs) actually borne by the contracting-beneficiary ;
To be eligible for the purposes of the call for proposals, costs must comply with the conditions set out in article 4 of the model Grant Agreement (see Annex E of these guidelines).
- Structure costs (Overheads): these amount to a maximum of 7% of total operational costs.
The maximum amount of structure costs (sum of the structure costs of the contracting-beneficiary and sub-beneficiaries) remains identical (7% of the operational costs of the initial grant), whether or not there are sub-grants to sub-beneficiaries.
The applicable rate for structure costs will be calculated a priori by Enabel on the basis of an analysis of the contracting-beneficiary's balance sheet. Enabel may also use an external body to estimate this rate.
Once the rate has been accepted, the structure costs are fixed and do not need to be justified.
Structure costs will be paid during the execution of the grant on the basis of actual, eligible operational expenditure accepted by Enabel.

Contingency reserve

The budget may include a contingency reserve corresponding to a maximum of 5% of the estimated direct eligible costs. It may **only** be used with **the prior written authorisation of Enabel**.

Contributions in kind

"Contributions in kind" means goods or services provided free of charge by a third party to the contracting-beneficiary. As contributions in kind do not involve any expenditure for the contracting-beneficiary, they do not constitute eligible costs and are not taken into account when justifying co-financing.

Ineligible costs

The following costs are not eligible:

- 1° accounting entries not leading to payments;
- 2° provisions for liabilities and charges, losses, debts or possible future debts;
- 3° debts and debit interests;
- 4° doubtful debts;
- 5° Currency exchange losses;
- 6° loans to third parties ;
- 7° guarantees and securities ;
- 8° costs already financed by another grant ;
- 9° Invoices made out by other organisations for goods and services already subsidised;
- 10° Subcontracting by means of service or consultancy contracts to personnel members, Board members or General Assembly members of the organisation subsidised;
- 11° Any sub-letting to oneself;
- 12° Purchase of land or buildings;
- 13° Compensation for damage falling under the civil liability of the organisation;

14° Employment termination compensation for the term of notice not performed;

15° Purchase of alcoholic beverages, tobacco and derived products thereof

16° Employee bonuses ⁶

2.2 PRESENTATION OF THE APPLICATION AND PROCEDURES TO BE FOLLOWED

As mentioned above, this is a **two-phase** call for proposals. In the first phase, applicants will be invited to submit a concept note. Enabel then evaluate these concept notes on the basis of the criteria set out in these guidelines, including the examination of admissibility. Shortlisted applicants will then be invited to submit a proposal. Enabel will evaluate the proposals received on the basis of the criteria set out in these guidelines.

2.2.1 Content of the concept note

Concept notes must be submitted in accordance with the instructions in the grant application file annexed to these guidelines (Annex A, Part A).

Applicants must submit their concept note in in English.

In the concept note, applicants should only provide an estimate of the amount of the contribution requested from the Contracting Authority. Only shortlisted applicants who will be invited to submit a proposal will be required to submit a detailed budget.

The elements defined in the concept note may not be modified by the applicant in the proposal. The Belgian contribution may not vary by more than 20% in relation to the initial estimate and must remain within the maximum authorised amount.

Any major error or inconsistency relating to the points mentioned in the instructions for the concept note **may** result in its rejection.

The contracting authority also reserves the right to request clarification if the information provided in the concept note does not enable it to make an objective assessment.

Handwritten concept notes will not be accepted.

The following annexes must be attached to the concept note:

1. The articles of association of the applicant and any co-applicants.
2. An external audit report produced by an approved auditor, certifying the applicant's accounts for the last financial year available where the total amount of grant requested exceeds EUR 200,000 (not applicable to public applicants). Any co-applicants are not required to submit an external audit report.
3. A copy of the applicant's most recent financial statements (profit and loss account and balance sheet for the last financial year for which the accounts have been closed)⁷. Any co-applicants are not required to submit a copy of their financial statements.
4. The legal entity form (see Annex D of these guidelines) duly completed and signed by each of the applicants (i.e. the applicant and each of the co-applicants, if any), together with the supporting documents requested.

⁶ A bonus must be understood as the payment of a "bonus" triggered by the participation of a member of staff in the action financed by Enabel or which is linked in any way whatsoever to the performance of the person in the action or to the performance of the action itself. . This is not an eligible cost. However, there are payments which could be called the same and which could still be considered part of the normal salary package and therefore eligible (i.e. variable parts of salary). These payments must be paid independently of the member of staff's participation in the action financed by Enabel.

⁷This does not apply to public bodies or where the accounts are in practice the same documents as the external audit report already provided under point 2.

5. Documents proving that the applicant has already managed public funds and successfully implemented grants for at least 45% of the amount requested. Examples of evidence are as follows (an initial grant contract is not sufficient to prove successful implementation):
 - a. Closing letter: Certificate of performance provided by a lender (stating the amount) ;
 - b. Approval of a final report provided by a funding body.
6. An implementation report or a certificate of successful completion of a service/project in the areas covered by this call for proposals or in a similar intervention context (i.e. where small-scale family farming is dominant, security risks, high population density, land conflicts, food insecurity, dysfunctional public services providing support for producers).
7. A proof of registration in Rwanda for the applicant and any co-applicants

Additional documents to be provided only by applicants and co-applicants belonging to category B.3 of section 2.1.1 (private legal entity profit-making whose primary objective is not profit maximisation)

1. In addition to the balance sheet for the last financial year for which the accounts have been closed, the balance sheets for the two previous years (balance sheets for the last three years)
2. In addition to the articles of association, any other strategic document (mission, vision, business plan, etc.) demonstrating the sustainability of the organisation's objectives
3. Documents (reports, etc.) or references to other media (website, etc.) that demonstrate external communication on the organisation's sustainable objectives.
4. The declaration of honour for state aid (Annex D.3 of this application)

Any document missing from the concept note **may** result in its rejection.

In addition, an ESG plan must be submitted for each applicant and co-applicant who has such a document. This document specifies the organisation's commitments and measures in the areas of the environment, social responsibility and governance in the context of its activities. If no ESG plan is submitted, the concept note will not be rejected; however, a score of 0 (zero) will be awarded for this criterion, which will affect the overall assessment of the application.

2.2.2 Where and how to send the concept note?

The concept note and accompanying documents mentioned in point 2.2.1 must be submitted via the **Submit** platform by following the link below: <https://submit.link/3Uo>

Concept notes sent by other means (e.g. fax or e-mail) or delivered to other addresses may be rejected.

Applicants must submit a complete concept note, i.e. containing all the required documents. Enabel reserves the right to reject incomplete concept notes.

2.2.3 Deadline for submission of the concept note

The deadline for submission of concept notes is 18 July 2025 at 1pm (GMT+2), as indicated in the submission date and time on the Submit platform. Any concept note submitted after the deadline will be rejected.

2.2.4 Other information on the concept note

An information session relating to this call for proposals will be organised online (via Teams) on 26 June 2025 at 10 a.m. (GMT+2); The meeting (Meeting ID: 392 769 185 703 8 and Passcode: 9H5MV92T) will be available via this link [Information session](#)

Applicants may send their questions by e-mail, no later than 21 days before the deadline for submission of concept notes, to the address(es) below, clearly indicating the reference of the call for proposals:

E-mail address: jules.mayaux@enabel.be

The contracting authority is not obliged to provide clarification on questions received after this date.

Enabel undertakes to provide an answer to the questions asked within the above-mentioned deadlines at the latest 11 days before the deadline for submission of the concept notes.

Answers to these questions and other important information provided during the evaluation process will be published on the Enabel website in due course. It is therefore recommended that you regularly consult the website at the above address in order to be informed of the questions and answers published.

In order to guarantee equal treatment of applicants, the contracting authority may not give any prior opinion on the eligibility of applicants, an action or specific activities.

2.2.5 Proposals

Applicants invited to submit a proposal following the pre-selection of their concept notes must do so using Part B of the application pack annexed to these guidelines (Annex A). Applicants must strictly adhere to the proposal format and complete the paragraphs and pages in the correct order.

The elements set out in the concept note may not be modified by the applicant in the proposal. The Enabel contribution indicated in the proposal may not differ by more than 20% from the initial estimate in the concept note and the minimum and maximum amounts, as indicated in section 1.3 of these guidelines, must be respected.

Applicants must submit their proposal in the same language as their concept note.

Applicants should complete the proposal as carefully and clearly as possible to facilitate its assessment.

Any major errors or inconsistencies in the proposal (e.g. inconsistencies in the amounts included in the budget spreadsheets) may lead to the immediate rejection of the proposal.

The contracting authority also reserves the right to request clarification if the information provided in the proposal does not enable it to make an objective assessment.

Handwritten proposals will not be accepted.

Please note that only the proposal and the annexes that need to be completed (budget, logical framework) will be evaluated. It is therefore very important that these documents contain ALL relevant information concerning the action. **No additional annexes should be sent as they will not be evaluated.**

2.2.6 Where and how should proposals be sent?

Proposals will be submitted via the online submission platform **Submit** by following the link that will be shared with applicants who have satisfied the first phase of the concept note.

Only applicants who have satisfied the first phase of the concept note will be invited to submit a proposal.

Proposals sent by other means (e.g. fax or e-mail) or delivered to other addresses may be rejected.

Applicants must submit a complete proposal, i.e. containing all the required documents. Enabel reserves the right to reject incomplete proposals.

2.2.7 Deadline for submission of proposals

The deadline for submission of proposals will be communicated in the letter sent to applicants whose concept note has been shortlisted.

2.2.8 Other information on the proposals

Applicants may send their questions by e-mail, no later than 21 days before the deadline for submission of proposals, to one of the addresses below, clearly indicating the reference of the call for proposals:

E-mail address : jules.mayaux@enabel.be

The contracting authority is not obliged to provide clarification on questions received after this date.

Enabel undertakes to provide an answer to the questions asked within the above-mentioned deadlines no later than 11 days before the deadline for submission of proposals.

Questions will not be answered individually. All questions and answers and other important information provided to applicants during the evaluation process will be published on the following website: www.enabel.be. Applicants are therefore advised to consult the above website regularly in order to keep abreast of the questions and answers published.

In order to guarantee equal treatment of applicants, the contracting authority may not give a prior opinion on the admissibility of applicants or of an action.

2.3 EVALUATION AND SELECTION OF APPLICATIONS

Proposals will be examined and evaluated by the Contracting Authority with the assistance, where appropriate, of external assessors. All actions submitted by applicants will be evaluated according to the phases, stages and criteria described below.

If examination of the applications reveals that the proposed action does not meet the admissibility/eligibility criteria described in point 2.1, the application will be rejected on this basis alone.

(1) 1^{re}PHASE: OPENING, ADMINISTRATIVE CHECK , RECEIVABILITY CHECK AND ASSESSMENT OF CONCEPTUAL NOTES

The following elements will be examined:

Opening :

- Compliance with the submission deadline. If the deadline has not been met, the concept note will be automatically rejected.

Administrative and admissibility check :

- The concept note meets all the criteria specified in points 1 to 13 of the verification and evaluation grid provided in Appendix F1a.
- If any information is missing or incorrect, the concept note **may** be rejected on that basis alone.

Evaluation

Concept notes that meet the requirements of the first administrative check and admissibility will be assessed in terms of the relevance and design of the proposed action.

The conceptual score will be awarded an overall score out of 70 according to the breakdown specified in points 14 to 24 of the evaluation grid available in Appendix F1a.

The evaluation criteria are divided into sections and sub-sections. Each sub-heading will be given a score between 1 and 5 as follows: 1= very inadequate, 2= inadequate, 3= average, 4= good, 5= very good.

Once all the concept notes have been evaluated, a list will be drawn up, ranking the proposed actions according to their total score.

Firstly, only concept notes with a score of at least 40 points will be taken into account for pre-selection.

Secondly, the number of concept notes will be reduced, taking into account their rank in the list, to the number of concept notes for which the total cumulative amount of contributions requested is equal to at least 200% of the budget available for this call for proposals.

Once the concept notes have been evaluated, the Contracting Authority will send a letter to all applicants informing them of the results of the analysis of the concept notes and the reference number allocated to them, if applicable.

Applicants whose concept notes have been shortlisted will then be invited to submit a proposal.

(2) 2^ePHASE: OPENING, ADMINISTRATIVE CHECK, RECEIVABILITY CHECK AND ASSESSMENT OF PROPOSALS

The following elements will be examined:

Opening :

- Compliance with the submission deadline. If the deadline is missed, the proposal will be automatically rejected.

Administrative and admissibility check

- The proposal meets all the criteria specified in points 1 to 9 of the verification and evaluation grid provided in Appendix F2a.
- If any of the information requested is missing or incomplete, the proposal **may** be rejected on that basis alone and will not be evaluated.

Evaluation

Stage 1: Proposals meeting the conditions for administrative verification and admissibility will be evaluated.

The quality of the proposals, including the proposed budget and the capacity of the applicants, will be awarded a score out of 100 on the basis of evaluation criteria 10 to 24 of the verification and evaluation grid provided in Annex F2a. The evaluation criteria are broken down into selection criteria and award criteria.

The selection criteria aim to ensure that applicants :

- Have stable and sufficient sources of funding to maintain their activity throughout the proposed action and, if necessary, to participate in its funding;
- Have the management capacity and professional skills and qualifications required to carry out the proposed action.

The award criteria help to assess the quality of proposals in relation to the objectives and priorities set, and to award grants to projects that maximise the overall effectiveness of the call for proposals. They relate to the relevance of the action and its consistency with the objectives of the call for proposals, the quality, the expected impact, the sustainability of the action and its cost-effectiveness.

The evaluation criteria are divided into sections and sub-sections. Each sub-heading will be given a score between 1 and 5 as follows: 1 = very poor, 2 = poor, 3 = average, 4 = good, 5 = very good.

Only proposals achieving an overall score of 100 out of 155 will be shortlisted.

The best proposals will be included in a provisional allocation table, ranked according to their score and within the limits of the funds available. The other pre-selected proposals will be placed on a reserve list.

Stage 2: Supporting documents relating to the grounds for exclusion (Annex VII) will be requested from the applicants and co-applicants listed in the provisional allocation table. If these documents cannot be provided within 15 calendar days, the corresponding proposals may be excluded.

Stage 3: As part of the evaluation process, Enabel will carry out then an on-site organisational analysis of the applicants listed in the provisional allocation table in order to confirm that these applicants have the capacity required to carry out the action successfully. The results of this analysis will be used, among other things, to determine the risk management measures to be included in the agreement and to specify Enabel's position in monitoring and controlling the implementation of the grant. If the organisational analysis reveals shortcomings such that the proper implementation of the grant cannot be guaranteed, the corresponding proposal may be rejected at this stage. In this case, the first proposal on the reserve list will be considered for the same process.

Allocation

At the end of stages 2 and 3, the allocation table will be considered final. It will include all the proposals selected on the basis of their score and within the limits of the funds available.

Please note that applicants who may be placed on the reserve list at a later date, if additional funds become available, will also have to go through stages 2 and 3 described above.

2.4 NOTIFICATION OF THE CONTRACTING AUTHORITY'S DECISION

2.4.1 <i>Content of the decision</i>

The applicant will be notified in writing of the decision taken by the Contracting Authority on the application and, in the event of rejection, of the reasons for the negative decision.

If an applicant believes that he has been harmed by an alleged error or irregularity in an award procedure or that the procedure has been vitiated by an act of maladministration, he may lodge a complaint with the awarding authority.

In this case, the complaint will be addressed to the person who made the disputed decision, who will endeavour to investigate the complaint and respond within 15 working days. Alternatively, or in the event of a response considered unsatisfactory by the complainant, the latter may contact the relevant Operations Director at head office, via the mailbox complaints@enabel.be.

See <https://www.enabel.be/fr/content/gestion-des-plaintes>

Complaints relating to integrity issues (fraud, corruption, sexual exploitation or abuse, etc.) should be addressed to the Integrity Office at www.enabelintegrity.be.

The purpose of the complaint may not be to request a second assessment of the proposals on any grounds other than the applicant's disagreement with the award decision.

2.4.2 Indicative timetable

	Date	Time* of day
Information meeting	26 June 2025	10am (GMT + 2)
Deadline for requests for clarification to the contracting authority	27 June 2025	1pm (GMT + 2)
Last date on which clarifications are given by the contracting authority	7 July 2025	-
Deadline for submission of concept notes	18 July 2025	1pm (GMT + 2)
Information for applicants on the opening, administrative checks and assessment of the concept note (stage 1)	11 August 2025	-
Invitations to submit proposals	11 August 2025	-
Request for certificates and supporting documents relating to the grounds for exclusion (see 2.1.1 (2))	11 August 2025	
Receipt of certificates and supporting documents relating to grounds for exclusion	26 August 2025	
Deadline for submission of proposals	15 September 2025	-
Organisational analysis of shortlisted applicants.	15th August 2025	-
Notification of the award decision and transmission of the signed grant agreement	15th October 2025	-
Signature of the grant agreement by the contracting beneficiary	30 October 2025	-

* **Provisional date.** All times are in the contracting authority's local time (GMT+2, Brussels time).

This indicative timetable may be updated by the contracting authority during the course of the procedure. In this case, the updated timetable will be published on www.enabel.be.

2.5 CONDITIONS FOR IMPLEMENTATION FOLLOWING THE GRANT AWARD DECISION BY THE CONTRACTING AUTHORITY

With the decision to award the grants, the contracting-beneficiary will be offered an agreement based on the contracting authority's model grant agreement (appendix E to these guidelines). By signing the concept note and the proposal (appendix Aa of these guidelines), applicants accept the contractual conditions of the model grant agreement if they are awarded a grant.

2.5.1 Implementation contracts

Where the implementation of an action requires the award of contracts by the contracting beneficiary(ies), the contract must be awarded in accordance with:

- Applicable public procurement law or own regulation for public sector contracting beneficiaries.

- Annex VIII of the model grant agreement for private contracting beneficiaries.

For private contracting-beneficiaries, it is not permitted to subcontract an entire action by means of a contract. In addition, the budget for each contract financed by the grant awarded may only correspond to a limited proportion of the total amount of the grant.

2.5.2 Separate bank account

If a grant is awarded, the contracting-beneficiary must open a separate bank account (or a separate sub-account enabling the funds received to be identified). This account must be opened in Rwandan franc (RWF).

This account or sub-account must allow :

- Identify the funds paid by Enabel;
- Identify and track transactions with third parties;
- To distinguish between operations carried out under this agreement and other operations.

The financial identification form (Annex VI of the Grant Agreement) relating to this separate bank account, certified by the bank⁸, will be sent by the contracting beneficiary to Enabel, at the same time as the signed copies of the Grant Agreement, after it has been notified of the award decision.

The account will be closed as soon as any repayments to Enabel have been made (once the final amount of the funds used has been determined).

2.5.3 Processing of personal data

Enabel undertakes to treat the personal data communicated to it in response to this call for proposals with the utmost care, in accordance with the legislation on the protection of personal data (the General Data Protection Regulation, GDPR). In cases where the Belgian law of 30 July 2018 on the protection of individuals with regard to the processing of personal data contains stricter requirements, the adjudicator will act in accordance with this legislation.

More specifically, when you participate in a call for proposals for the award of grants by Enabel, we collect the details of the contact persons ("authorised representative") of the entity submitting the grant application, such as surname, first name, professional telephone number, professional e-mail address, professional function and the name of the organisation represented. In some cases, we must also collect the criminal record (or equivalent) of the head of the organisation applying for a grant.

We process this information because we are legally obliged to collect it as part of the management and allocation of our grants.

For more information on this subject, please consult Enabel's privacy statement at the following link: <https://www.enabel.be/fr/content/declaration-de-confidentialite-denabel>

2.5.4 Transparency.

In the interests of transparency, Enabel undertakes to publish a list of contracting-beneficiaries on an annual basis. By signing the Grant Agreement, the contracting-beneficiary agrees to the publication of the title of the contract, the nature and purpose of the contract, its name and locality (address), and the amount of the contract.

⁸ The bank must be located in the country where the beneficiary-contractor is established.

3 LIST OF APPENDICES

DOCUMENTS TO BE COMPLETED

ANNEX aa: GRANT APPLICATION FILE (PARTS A: CONCEPT NOTE AND B: PROPOSAL) (WORD FORMAT)

ANNEX B1: co-financing not allocated BUDGET (EXCEL FORMAT) - 2NDROUND

ANNEX B2: co-financing earmarked BUDGET (EXCEL FORMAT) - 2NDROUND

ANNEX C: LOGICAL FRAMEWORK (WORD FORMAT) - 2NDROUND

ANNEX D1: LEGAL ENTITY FORM (WORD FORMAT) (PUBLIC)

ANNEX D2: LEGAL ENTITY FORM (WORD FORMAT) (PRIVATE)

ANNEX D3: STATEMENT OF HONOUR ON STATE AID AND EXPLANATORY NOTE (ONLY FOR APPLICANTS PROFIT-MAKING AND CO-APPLICANTS WHOSE PRIMARY OBJECTIVE IS NOT PROFIT MAXIMISATION)

DOCUMENTS FOR INFORMATION

ANNEX E: MODEL GRANT AGREEMENT

Annex III:	Model payment claim.
Annex IV	Asset ownership transfer model
Annex V	Financial data sheet
Annex VI	Grounds for exclusion
Annex VII	Public procurement principles (in the case of a private contracting beneficiary)

ANNEX F1a: GRID FOR CHECKING AND EVALUATING A CONCEPT NOTE

ANNEX F2a: GRID FOR CHECKING AND EVALUATING A PROPOSAL

ANNEX G: BUDGET TEMPLATE USER GUIDELINE