

Call for Proposals

Mozambique

Contracting authority: ENABEL

Call for Proposals under the Portfolio: Junt@s4Clima

Guidelines for Applicants

**Increasing community resilience and preparedness to floods and cyclones,
contributing to reduced post-disaster losses in two pilot districts-Mossuril and
Namacurra**

Reference: MOZ22005-10354

Deadline for submission of concept notes: 14 September 2026, 11:55 pm
(Mozambique time)

Overview

Funding source	Enabel - Juntos pelo clima
Reference	MOZ22005-10354
Mode of project	Grant
Project value	€1,200,000.00
Purpose of CfP	Financing an action to increase community resilience and preparedness to floods and cyclones in Mossuril and Namacurra districts
Maximum Duration	20 Months
Contract start date	To be defined after signature
Applications	Two-stage Call for Proposals: • Concept notes • Full proposal
Published Date:	07 August 2026
Deadline for submission- Concept Note	14 September 2026
Deadline for assessment	See indicative timeline
Contact us	See section 2.2.4

This is a **two-stage Call for Proposals**. In the first stage, only concept notes are submitted and evaluated. Following the evaluation of concept notes (including admissibility of applicants), shortlisted applicants will be invited to submit a full proposal. Full proposals from pre-selected applicants and will then be evaluated.

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1. General Background

1.1 Enabel's Country Portfolio (2023–2028)

In Mozambique, through its 2023-2028 cooperation portfolio, Enabel aims to consolidate lessons learned while supporting emerging themes. The €25 million portfolio supports a low-carbon, fair and inclusive development path, promoting an integrated multi-stakeholder approach based on local needs and national priorities.

Climate resilience and energy transition are cross-cutting themes of the portfolio, with a focus on inclusive public services in disaster preparedness, water and energy access, and waste management.

1.2 Mozambique's Disaster Vulnerability and Policy Framework

Mozambique is among the countries most exposed and vulnerable to climate-disasters globally, exposed to cyclones, floods and coastal erosion. Events such as Cyclones Idai, Kenneth, Eloise, Gombé, Freddy and Chido have destroyed critical infrastructure, housing, schools and livelihoods, causing high human and economic losses. Disasters do not affect all people equally. Pre-existing inequalities rooted in unequal power relations, gender norms, socio-economic vulnerability, and unequal access to resources and decision-making increase the exposure of women, girls, Persons with Disabilities (PwD) and other vulnerable groups to climate-related risks. The Government of Mozambique has adopted, and is party to, several relevant policy, legal and normative frameworks, including:

- Disaster Risk Management Law (Lei de Gestão de Desastres, Lei n.º 15/2014, de 20 de Junho)-legal framework for disaster risk reduction and management.
- Master Plan for Disaster Risk Reduction (PDRRD) 2017-2030.
- Decree 122/2021 (Regulamento sobre Resiliência de Edifícios Escolares) – Guidelines on Resilience and Preparedness for School Buildings).
- National strategy for establishing an integrated information flow system for early warning of floods and cyclones in Mozambique 2022-2030.
- Gender and Social Inclusion Strategy in the Context of Disaster Risk Management and Reduction 2024 – 2030: recognizes the vulnerability of women, girls, Persons with Disabilities and other groups and establishes strategic measures for their active participation across all stages of disaster risk management.
- United Nations Convention on the Rights of Persons with Disabilities (CRPD), ratified by Mozambique – obliges the State to ensure the inclusion and participation of PwD in humanitarian emergencies and disaster situations.
- Sphere Handbook: Humanitarian Charter and Minimum Standards for Humanitarian

Response.

1.3 Implementation Gaps addressed by the Call

Despite policy advances, district-level implementation capacity remains limited. Key gaps include:

- Unsafe or inadequately prepared evacuation facilities: schools are frequently used as evacuation centers but are often not designed or constructed to withstand high winds or flooding. Many lack safe sleeping arrangements, privacy, functional and sex-segregated WASH facilities, menstrual hygiene provisions, lighting, and accessibility features such as ramps, adapted toilets and handrails.
- Under-resourced and weakly integrated preparedness structures: early-warning and response structures, including CLGRD/CEGRD, CCLs and extension services, exist but are under-resourced, not always inclusive, and only partially linked to official hydrometeorological information and livelihood-protection measures. While limited participation of vulnerable groups in preparedness structures reduces the responsiveness of disaster risk management to the differentiated needs of women, men, girls, and boys.
- Insufficient protection of livelihood assets: fields, small livestock, fishing boats and gear are often not covered by practical preparedness and response protocols. This disproportionately affects women and female-headed households, who frequently have fewer resources, limited access to recovery support, and greater responsibility for household food security and care work.

1.4 Rationale and Focus of the Call

This Call responds directly to the locally identified priorities in the pilot areas of Mossuril district (Cabaceira Pequena) and Namacurra district (Mexixine-Namatida-rio)).

It focuses on two interconnected entry points:

- Upgrading selected schools into resilient and prepared multi-purpose shelters.
- Strengthening community-based early warning and response mechanisms that protect lives and priority livelihood assets.

The action will be implemented in close coordination with the National Institute for Disaster

Risk Reduction and Management (INGD) and other national and local actors.

Enabel commits to ensuring that 85% of its programmes significantly advance gender equality or have it as a principal objective (OECD DAC Gender Marker). A gender-transformative approach underpins this commitment, addressing discriminatory norms, behaviours and legal frameworks. Gender equality and social inclusion are therefore core requirements across this Call, including in shelter design, early-warning and response mechanisms, governance structures and safeguarding arrangements activities.

1.5 Local Context

Mossuril District (Nampula Province)

Mossuril is a coastal district with an estimated population of approximately 200,000 inhabitants (2017 census projections), heavily exposed to tropical cyclones in the Mozambique Channel. Over 60% of the population is under 25 years old, and around 31% of households are female-headed. Livelihoods depend largely on rain-fed agriculture and small-scale fisheries, which are highly sensitive to climate extremes.

Between 2000 and 2025, at least 18 significant disaster events affected Mossuril. Cyclone Gombe (2022) and Cyclone Chido (2024) caused severe damage to homes, schools and health facilities. District authorities identify the lack of disaster-resilient public infrastructure and operational community-based early warning systems.

Namacurra District (Zambézia Province)

Namacurra is a coastal district with an estimated population of around 264,000 inhabitants (2017 census projections). Women represent about 54% of the population and there are over 32,000 persons with disabilities. It is crossed by the Namacurra River and highly exposed to riverine and pluvial flooding. Recent cyclones (Idai 2019, Gombe 2022, Freddy 2023) caused heavy rainfall, flooding and wind damage.

The local economy is dominated by smallholder agriculture, artisanal fishing and petty trade, all highly climate-sensitive.

The District DRR Risk Assessment report and PESOD identify strengthening local resilience and preparedness infrastructure and early warning capacity as top priorities.

Cross-cutting vulnerabilities in both districts

Women engaged in informal trade, small-scale agriculture and fisheries experience severe livelihood losses during floods and cyclones, including loss of crops, market access, productive assets and household income. Women and girls assume disproportionate unpaid care responsibilities in evacuation centers and households, including caring for children, sick family members, and older persons, which can further limit their participation in recovery activities and decision-making processes.

Persons with disabilities, elders and populations in remote areas face difficulties accessing and acting upon Early Warning messages due to low literacy levels, language barriers, limited ownership of communication devices, and unequal access to information channels¹.

1.6 Objectives and Expected Results

General Objective

To contribute to reducing human and economic losses from floods and cyclones among vulnerable communities in Namacurra and Mossuril districts, in line with national DRR priorities.

Specific Objectives (SO)

To strengthen community preparedness and resilience to floods and cyclones in selected communities of Namacurra and Mossuril through safe and inclusive multi-purpose shelters, community-based early-warning and response mechanisms.

Expected Results (ERs)

ER1- Safe, accessible and operational multi-purpose shelters established.

In each target district, the selected priority school is upgraded into a safe, accessible, inclusive and operational multi-purpose shelter, engineered to withstand the dominant local hazard and equipped with essential gender responsive WASH facilities, lighting and backup energy, together with the GBV and SEAH protection and management arrangements needed to ensure emergency readiness while preserving education continuity and promoting dignity

ER2- Inclusive community and school DRR and shelter governance functional.

In each target district, community- and school-based DRR structures – anchored in the

¹ Plan International. Rapid Gender Analysis: Districts of Mossuril, Ilha de Mocambique, Nacala Velha and Nacala Porto- Nampula, Mozambique (14-17 March 2025).

statutory CLGRD/CEGRD and strengthened rather than duplicated- have clear roles, equitable participation, practical and gender-responsive procedures for preparedness, shelter activation and management, evacuation, safeguarding and coordinated response.

ER3- Community-based early-warning and response mechanisms for lives and livelihoods operational.

In each target district, community-based early-warning and response mechanisms – integrated with the official hydrometeorological and INGD warning chain – deliver timely, accessible and inclusive alerts to the last mile and trigger practical protocols that move vulnerable groups to safety and protect priority agricultural and fishing assets. Their reach and effectiveness are validated end-to-end through an integrated simulation.

ER4- Sustainability and institutional anchoring mechanisms established for shelters and early warning.

In each target district, practical mechanisms to sustain the results beyond the action are established and demonstrably functioning. This includes public-sector-led shelter maintenance arrangements supported by initial community contributions, and an operating model for community-based early-warning and response mechanisms linked to the official INGD/INAM chain. The corresponding MoUs, operating procedures and plan-integration inputs incorporate gender-responsive measures are prepared and formally submitted to relevant district and national authorities for incorporation into DRR, contingency and sector planning.

1.7 Indicators and Targets Table

Specific Objective (SO) and Expected Results (ERs)	Indicators	Targets
SO- To strengthen community preparedness and resilience to floods and cyclones in selected communities of Namacurra and	Number of target districts where an integrated community preparedness package for floods and cyclones is operational and validated through simulation	2 target districts
	Percentage of targeted last-mile population-able to receive, understand and act on flood/cyclone warnings in	At least 70%

Mossuril through safe multi-purpose shelters and community-based early-warning and response mechanisms	time, disaggregated by sex, age and disability.	
ER1- Safe, accessible and operational multi-purpose shelters established	Number of priority schools upgraded and equipped as safe, accessible, and operational multi-purpose shelters	2 schools, one per district
	Percentage of supported shelters meeting agreed minimum standards for resilience, accessibility, safety, GBV/SEAH protection measurements, inclusive WASH facilities, lighting and backup energy	100%
	Percentage of supported shelters with an adopted activation, management, and deactivation protocols, including education-continuity measures and pre-positioned kit, successfully activated during simulation	100%
ER2-Inclusive community and school DRR and shelter governance functional	Number of supported structures (CLGRD/CEGRD-school DRR committee, shelter-management) revitalized or strengthened, with documented roles, membership and procedures	All targeted structures across both districts (baseline defined in inception phase)
	Percentage of supported DRR/shelter governance structures meeting agreed inclusion standards for participation of women, youth, PwD and other vulnerable groups	100% meet the standard; at least 40% vulnerable groups in membership and at least 30% leadership/coordination roles held by women,

		youth, PwD and other vulnerable groups. 70% of women, PwD and vulnerable groups who reported that their needs were addressed by the DRR/shelter governance structures.
	Percentage of supported structures rated functional against agreed scorecard at endline (such as roles assigned, convenes, manages the shelter, takes part in the drill - TBD)	At least 80%
ER3- Community-based early warning system for lives and livelihoods operational	Number of target districts with community-based early-warning, response and livelihood-asset-protection protocols established and linked to the official hydrometeorological and INGD warning chain	2 target districts
	Percentage of target communities covered by functioning, accessible and inclusive multi-channel alert dissemination arrangements.	100%
	Number of target districts where an end-to-end early-warning and response simulation is conducted and meets agreed performance standards, including timely protection of priority livelihood assets (fields, livestock, boats, gear, etc.)	2 target districts
ER4- Sustainability and institutional anchoring	Number of supported shelters with public-sector-led maintenance and management arrangements	2 supported shelters, one per district

mechanisms established for shelters and early warning	established and functioning, with documented community contribution mechanisms and at least one upkeep action completed	
	Number of target districts with a documented operating and funding model for community-based early-warning and response mechanisms that integrates gender-responsive measurements, inclusive governance and linked to the official INGD/INAM chain	2 target districts, with the model prepared, validated with district authorities and formally submitted for integration into DRR/contingency planning
	Number of institutional anchoring packages prepared and formally submitted to relevant district and national authorities, covering shelter arrangements and EWS operating procedures	2 district-level packages submitted, with at least one formal validation or endorsement documented through signed minutes, letter, MoU or plan-integration record

Where relevant, indicators involving individuals will be disaggregated by age, sex and disability. Infrastructure, institutional and system-level indicators will include accessibility and inclusion criteria where applicable.

1.8 Methodological Approach

The action shall be implemented through an integrated, participatory and adaptive methodology that strengthens local ownership, avoids parallel structures and ensures that shelters, early warning and response mechanisms as a coherent preparedness package. Applicants should explain how these requirements are reflected in the proposed activities, workplan, budget, risk management approach, coordination arrangements and monitoring system.

#	Approach	Description
1	Multi-stakeholder coordination and institutional alignment	Work through existing district, community and school structures, including INGD, district services, CLGRD/CEGRD, school management bodies, community leaders, local organisations and relevant technical actors. Coordination arrangements should define roles, decision-making processes and communication channels.
2	Gender equality, disability inclusion and protection	Apply gender-responsive and disability-inclusive approaches across all pillars, using sex, age and disability-disaggregated integrating GBV/SEAH risk mitigation, safe referral pathways, and inclusive feedback mechanisms in shelter, evacuation and early-warning arrangements.
3	Conflict-sensitivity, Do No Harm and accountability	Analyse local risks and power dynamics, ensure that intervention choices do not increase vulnerability or exclusion, and establish accessible feedback and grievance mechanisms, including safe and confidential channels for protection-related concerns.
4	Community engagement and participatory capacity building	Co-design activities with communities using practical, accessible and locally appropriate methods, including local languages, simulations, drills, hands-on training, and pre/post assessment of learning and readiness.
5	Build back better and locally appropriate technical solutions	Apply Build Back Better principles to physical infrastructure, local systems and community preparedness, using hazard-informed and context-appropriate technical solutions for shelters, ensuring compliance with relevant standards, including Decree 122/2021 for school infrastructure.
6	Adaptive learning and evidence generation	Use monitoring, simulations, post-event analysis where applicable, and pilot documentation to adjust implementation and generate practical lessons for district and national authorities.

1.9 Implementation Approach

The approach is structured around four interconnected Expected Results (ER1–ER4), integrated into two thematic pillars as follows:

Pillar 1 – Climate-resilient and prepared multi-purpose shelters

ER1- Safe, accessible and operational multi-purpose shelters established in each district.

ER2- Inclusive community and school DRR and shelter governance functional.

Pillar 2 – Community-based early warning, response and livelihoods protection

ER3 – Community-based early warning and response system for lives and livelihoods operational.

ER4 – Sustainability and institutional anchoring mechanisms established for shelters and early warning system, is part of the cross-cutting operational requirements and applies to all two thematic pillars.

Pillar 1 – Climate-resilient and prepared multi-purpose shelters (ER1 and ER2)

Upgrade selected priority schools into safe, accessible and well-managed multi-purpose shelters. Technical designs comply with Decree 122/2021 and are adapted to the dominant local hazards, including cyclone winds and flooding in Mossuril and Namacurra, as confirmed through hazard-informed site and design validation. Works include structural reinforcement, WASH facilities (sex-segregated and disability-accessible), lighting, backup energy, and secure sleeping arrangements that reduce GBV/SEAH risks. Each shelter is equipped with an activation, management and deactivation protocol, emergency kits, and a public-sector-led maintenance and management model, supported where appropriate by community contribution mechanisms. Readiness is tested through at least one shelter activation simulation.

Revitalize or strengthen existing statutory structures (CLGRD/CEGRD-school DRR committees, Local Advisory Councils) – without creating parallel bodies. Define clear roles for preparedness, shelter management, evacuation, safeguarding and coordinated response. Ensure inclusive, gender-balanced membership ($\geq 40\%$ women, meaningful participation of youth, Persons with Disabilities and other vulnerable groups). Provide hands-on training, drills, and pre-/post-training assessments.

Pillar 2 – Community-based early warning System and livelihoods protection (ER3)

Design and operationalize a localized EWS integrated with the official INGD/INAM hydrometeorological warning chain. Deliver timely, accessible and inclusive alerts to the last mile, triggering practical response protocols that move people to safety and protect priority

livelihood assets (agricultural fields, small livestock, fishing boats and gear). Implementation priorities include:

- Participatory multi-hazard and asset mapping.
- Installation or rehabilitation of simple monitoring equipment, such as rain/river gauges and or other equipments, where technically justified and linked to district monitoring arrangements.
- Training of district technicians, extension workers and community members.
- Development of local SOPs.
- At least one end-to-end simulation per district.

Cross-cutting operational requirements

Applicants must demonstrate how they will integrate the following across all pillars:

- 1. Institutional anchoring and sustainability (ER4)-** Design an exit strategy that hands over roles, assets and processes to district authorities and community structures from the outset. Ensure maintenance arrangements, operating models and MoUs/plan-integration inputs are prepared, validated where feasible, and formally submitted before project closure.
- 2. GESI and safeguarding-** Apply a gender-responsive and disability-inclusive approach. Use sex, age and disability-disaggregated data. Applicants should describe how they will address gender inequalities, discriminatory social norms, and other structural barriers that contribute to the exclusion of these groups across all pillars of this Call for Proposals. Integrate GBV/SEAH risk mitigation, safe referral pathways, and inclusive feedback mechanisms in shelter design, evacuation procedures, early-warning communication, and training. Establish safe and confidential feedback and grievance mechanisms.
- 3. Risk management-** Conduct a baseline risk analysis (political, socio-economic, natural/environmental, operational, security). Develop and regularly update a risk mitigation plan. Apply a "Do No Harm" approach to avoid increasing vulnerabilities or exclusion.
- 4. Visibility and communication-** Acknowledge the Belgian State as donor in all public communications. Develop an inclusive information dissemination strategy using local languages and accessible channels (radio, community meetings, simple visuals). Applicants should ensure communication is accessible to persons with disabilities and understandable for low-literacy audiences.
- 5. Adaptive monitoring and learning-** Use a results-based M&E system with

disaggregated indicators. Conduct a baseline, midline (if relevant) and endline. Undertake post-event analysis after any disaster occurrence. Use simulations and pilot documentation to adjust implementation and generate lessons for district and national authorities.

1.10 Guiding Principles

Applicants must ensure that proposals are designed and implemented in accordance with the following eight principles:

1. **Alignment with national and local DRR frameworks** – Including the Disaster Risk Management Law, Master Plan for DRR, Decree 122/2021, national early-warning strategy, district DRR/contingency plans, PESODs, Gender and Social Inclusion Strategy in DRM, and applicable disability inclusion frameworks.
2. **Strengthening existing structures, not creating parallel systems** – Work through and strengthen statutory, district, school and community structures (CLGRD/CEGRD, school management bodies).
3. **Community ownership and inclusive participation** – Active involvement of communities in risk analysis, shelter planning, early-warning arrangements, simulations, piloting, monitoring and feedback, with meaningful participation of women, youth, Persons with Disabilities, older persons and other vulnerable groups.
4. **Hazard-informed and locally appropriate design** – Adapt shelter upgrades, early-warning arrangements to the dominant hazards, exposure patterns and local capacities of each district, using local materials, skills and capacities where feasible.
5. **Protection, safeguarding and accessibility** – Integrate GBV/SEAH risk mitigation, safe referral pathways, safe and accessible shelter arrangements, inclusive communication channels, and reasonable accommodation for persons with disabilities.
6. **Sustainability and institutional anchoring** – Include realistic arrangements for maintenance, operation, funding and institutional integration, with clear public-sector responsibilities and appropriate roles for communities and other relevant actors.
7. **Learning, adaptation and evidence for future planning** – Generate practical lessons from simulations, operational experience including cost and feasibility evidence to inform future DRR and shelter.
8. **Environmental and climate sustainability** – Minimize environmental harm and integrate climate-resilient and resource-efficient options (solar energy, sustainable water use, ecosystem-based measures where appropriate).

1.11 Lots

The CfP is divided into two (2) lots. Applicants may submit a bid for one or both lots.

Lot	Province	District	Priority Communities
1	Nampula	Mossuril	Cabaceira Pequena
2	Zambézia	Namacurra	Mexixine-Namatida-rio

1.12 Amount of Financial Allocation Provided by the Contracting Authority

The total grant amount available is EUR 1,200,000 for a period of 20 months.

Available grant amount per Lot:

Lot 1- Mossuril District: Minimum: EUR 400,000; Maximum: EUR 460,000.

Lot 2- Namacurra District: Minimum: EUR 650,000; Maximum: EUR 740,000.

Applicants are expected to broadly allocate the total budget per lot across the main operational pillars as follows:

- Climate-resilient and prepared multi-purpose shelters: a minimum of 43 % of the estimated total budget per lot;
- Community-based early warning and livelihood protection: a minimum of 25% of the total estimated budget per lot;
- Management cost;
- Structure cost : maximum of 7% of operational cost

Applicants are expected to broadly respect the following indicative minimum distribution, and present a coherent total budget with management and structure cost that demonstrates technical feasibility, local context realities and value for money (please see section 5 of the Full proposal evaluation grid).

The difference in grant amounts per lot reflects the geographical location and accessibility of the target communities. In Mossuril, the priority community (Cabaceira Pequena) is relatively close to the district capital (vila sede) and regional markets, whereas Mexixine-Namatida-rio in Namacurra is more remote and less accessible. This explains the lower logistical and operational costs in Mossuril. Applicants should consider these location-specific factors when budgeting.

Applicants can apply for a single lot or for both. For each lot applied for, applicants must propose an integrated action covering the relevant Expected Results (ER1–ER4), adapted to the local hazard profile and target communities of the district.

This total amount is fully requested as a grant from Enabel under the Junt@s4Clima programme. The contracting authority reserves the right not to award all available funds.

The budget must comply with Enabel's rules on eligible/ineligible costs, indirect/structure costs, value for money, and transparent procurement. Indirect/structure costs may not exceed 7% of eligible operational costs.

2. Rules Applicable to this Call for Proposals

2.1. Admissibility Criteria

There are three categories of eligibility criteria:

1. The actors- the applicant (and any co-applicants);
2. The actions- actions eligible for funding;
3. The costs- costs that may be included in the calculation of the grant amount.

2.1.1. Admissibility of Applicants and Co-Applicants

To be admissible, **applicants and co- applicants** must:

- Be a legal person.
- Be a national or international non-profit entity, NGO or foundation.
- Be established or represented in Mozambique (lead applicant or at least one of the co-applicants). As part of the admissibility check, evidence of local establishment or representation must be provided by the lead applicant or at least one co-applicant. There is no minimum time requirement for registration or representation, provided the organization demonstrates its operational capacity through the mandatory financial statements and (where applicable) audit reports.
- Be directly responsible for preparation and implementation of the action (not acting as an intermediary).
- Audited financial statement or equivalent independently verifiable financial documentation such as certified financial statements prepared by an external accountant, official tax returns submitted to the relevant tax authorities.

- Demonstrate organizational experience (last 5 years): Applicant (and co-applicant's experience) tables filled collectively and demonstrated through completed or ongoing assignments implemented within the last five (5) years. Demonstrating relevant experience across the main components of the action, including resilient infrastructure/shelters, community-based DRR or early warning, and community mobilization activities.

Enabel reserves the right to request additional financial documentation or clarification at any stage of the evaluation process.

Type of organizations eligible to apply (individually or in partnership):

1. National or local NGOs, foundations, non-profit associations working in relevant fields.
2. Consortia and partnerships (e.g., NGO + technical service provider, NGO + local CBO, NGO + academic institution). Partnerships with local organizations based in Mossuril and/or Namacurra are strongly encouraged.
3. Other non-profit entities (technical agencies/institutes) when justified.

The applicant may act individually or in partnership with one or more co-applicants.

The co-applicants must sign the mandate statement **in part B, section 2.5** of the grant application file.

If the grants are awarded to them, any co-applicants will become the beneficiaries of the action, with the Contracting-Beneficiary.

Associates and contractors

The following persons are not co-applicants. They do not need to sign the “mandate” statement:

Associates

Other organisations may be associated with the action. Associates actively participate in the action, but cannot be eligible for grants, except for daily allowances and travelling expenses. These associates do not need to satisfy the admissibility 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 participating in the action”.

Contractors

Contracting beneficiaries may award contracts to contractors. Associates cannot at the same

time be contractors (services, works, equipment) for the project. Selection of contractors shall be subject to public procurement rules (if Contracting Beneficiary is public) or the rules set forth in Annex VIII of the Grant Agreement template (if Contracting Beneficiary is private). Private for-profit entities may participate only as subcontracted service providers, not as lead applicant or co-applicant.

Exclusion situations and supporting documents:

In the “Applicant’s declaration”, the applicant must declare that neither itself nor its co-applicant(s) are in any of the following exclusion situations (in accordance with Enabel’s KYC Policy and Article 12 of the Royal Decree of 23 February 2018 on Grants):

- in a state of, or subject to proceedings relating to, bankruptcy, winding-up, administration by courts, arrangement with creditors, cessation of business activities, or any similar situation;
- subject to a final judgment for any offence involving professional conduct;
- guilty of grave professional misconduct proven by any means;
- having failed to fulfil obligations relating to the payment of social security contributions or taxes;
- subject to a final judgment for fraud, corruption, involvement in a criminal organization or any other illegal activity.

Applicants must declare that they will be able to provide, upon request:

- an extract from the criminal record or equivalent for the entity and its directors;
- a certificate or equivalent document attesting that the entity is still in business (business register extract, certificate of non-bankruptcy, etc.);
- valid tax compliance certificate;
- valid social security compliance certificate.

If the grant is awarded, the applicant becomes the Contracting Beneficiary, the main point of contact for the contracting authority. It represents any co-beneficiaries, coordinates implementation and ensures technical quality, alignment with standards and financial management of the grant.

2.1.2. Admissible Actions

Definition

Actions must constitute an integrated project that contributes to the Specific Objective and delivers the four Expected Results (ER1–ER4), as described in Section 1.6, in the lot(s) for

which the applicant applies.

For each lot applied for, the proposed action must cover the full integrated package: safe multi-purpose shelter, DRR/shelter governance community-based early-warning, and sustainability/institutional anchoring.

Target communities

The priority communities for this Call are Cabaceira Pequena (Mossuril district) and Mexixine-Namatida-rio (Namacurra district).

Target Groups and final beneficiaries

- *Final beneficiaries:* Vulnerable households and communities exposed to floods and cyclones in the selected areas.
- *Direct target groups:* CLGRD/CEGRD members, school management and DRR structures, local government services (education, planning and infrastructure, economic activities- agriculture and fisheries), farmers, fishers, local artisans, women, youth, persons with disabilities, and other groups facing barriers to preparedness and response. Direct participants include people directly involved in training, committees, simulations, consultations, artisan capacity-building and community preparedness activities. Applicants must aim for at least 40% women and 30% youth among direct participants, while ensuring meaningful participation of persons with disabilities and other vulnerable groups.

Duration

The initial planned duration of an action may not exceed 20 months.

Applicants must demonstrate that all works, simulations, piloting, documentation and institutional anchoring activities can be completed within the proposed duration.

Eligible Sectors/themes

Disaster risk reduction and climate-resilience, safe and accessible multi-purpose shelters, community-based early-warning and response mechanisms, protection of livelihood assets and inclusive shelter governance, safeguarding.

Types of action

For each lot applied for, proposals must include a coherent set of activities covering the following mandatory areas:

1. Upgrading the selected priority school into a safe, accessible and operational multi-purpose shelter;
2. Strengthening CLGRD/CEGRD-linked community and school DRR/shelter governance structures;
3. Establishing or strengthening community-based early-warning and response mechanisms linked to the official INGD/INAM chain;
4. Developing and testing evacuation, shelter activation and livelihood-asset protection protocols;
5. Establishing sustainability and institutional anchoring mechanisms;
6. Implementing risk management, visibility/communication, GESI/safeguarding, monitoring, learning and documentation activities.

Activities must comply with Enabel's Grant Agreement template, Annex VIII (procurement principles for private contracting beneficiaries), and the eligibility rules set out in section 2.1.

Required proposal elements

Proposals must explicitly address technical, financial and operational feasibility; coordination with district and national authorities; risk analysis and mitigation; GESI and safeguarding; visibility and communication; monitoring, evaluation and learning; and sustainability arrangements, including public-sector-led maintenance and operating models, exit strategy and institutional anchoring.

Sub-grants

Applicants may propose sub-grants only where they are necessary to support limited, clearly defined community-level actions implemented by local organisations or structures with clear added value. Sub-grants may not be used to finance major works, replace procurement contracts, or delegate core responsibilities of the contracting beneficiary.

Key rules:

- **Maximum amount per sub-grant:** EUR 60,000 per sub-beneficiary. Distribution of sub-grants cannot constitute the main objective of the action. **Only one level of sub-granting is permitted** (no re-granting by sub-grant beneficiaries).
- **Sub-grant beneficiaries** must be natural partners or target groups of the contracting beneficiary and must demonstrate clear added value.

Information to be included in the application (for applicants wishing to award sub-grants):

1. *The description of the objectives and results to be achieved with these sub-grants, the fundamental principles, the key concepts, the mechanisms, the actors and their role in the management process;*
2. *The criteria and modalities for the allocation of grants, accessibility conditions sub-beneficiaries, conditions for the admissibility of sub-projects, eligibility conditions for activities, costs and expenses;*
3. *The procedures for examining and awarding applications;*
4. *The maximum amount that can be allocated by sub-beneficiary;*
5. *The terms of contractualization with the sub-beneficiary;*
6. *The procedures and modalities for disbursing resources;*
7. *The procedures and modalities for technical and financial monitoring;*
8. *The procedures and modalities of control.*

Eligible sub-grant recipients may include legally registered local CSOs, community-based organisations, school councils, producer and fisher associations, women- and youth-led organisations, and other local structures where applicable. Preference may be given to organisations based in Mossuril and Namacurra districts.

Sub-grantees can neither be associates nor contractors, and sub-grants must be implemented within the project duration.

Visibility

Applicants must take all measures necessary to ensure the visibility of the financing or co-financing by the Belgian Development Cooperation. The contracting beneficiary always mentions "the Belgian State" as donor or co-donor in the public communications relating to the subsidized action.

Number of requests and Grant Agreements per applicant

The lead applicant may not submit more than 1 application per lot under this Call for Proposals.

The lead applicant may not be awarded more than 1 Grant Agreement per lot under this Call for Proposals.

[in case a lead applicant is selected for both lots, an optimization process will lead to 1 Grant Agreement]

The lead applicant may be at the same time a co-applicant in another application.

A co-applicant may not submit more than 2 applications per lot under this Call for Proposals.

A co-applicant may not be awarded more than 1 Grant Agreement per lot under this Call for Proposals.

2.1.3. Eligibility of Costs

Eligibility of costs- What costs may be included?

Only eligible costs may be covered by the grant. The budget serves both as an estimate and as an overall ceiling. No double financing is permitted (the same costs and activities must not be financed by another donor or grant mechanism).

Reimbursement formats

The reimbursement of eligible costs may be based on one of the following formats, or any combination of these:

- **Direct costs** – management and operational costs borne directly by the contracting beneficiary.
- **Structure/indirect costs (overheads)**- up to a maximum of 7% of eligible operational costs.

The maximum amount of the structural costs (sum of the structural costs of the contracting beneficiary and the sub-beneficiary) remains the same (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 beforehand by Enabel based on the analysis of the balance sheet of the contracting-beneficiary. Enabel may also use an external organization to estimate this rate.

- Once the rate is 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 operational eligible expenses accepted by Enabel.
- **Contingency reserve** – up to 5% of estimated eligible direct costs. Any use of the contingency reserve is **subject to prior written authorization** by Enabel.

All eligible costs must comply with the conditions set out in Article 4 of the Grant Agreement template (Annex D).

Contributions in kind

Contributions in kind' (goods or services provided free of charge by a third party) do not involve any expenditure by the contracting beneficiary and therefore do not constitute eligible costs.

Ineligible costs

The following costs shall not be eligible:

- ☐ Accounting entries that do not correspond to actual payments.
- ☐ Provisions for liabilities, charges, losses, debts, or possible future debts.
- ☐ Debts and debt service charges.
- ☐ Doubtful debts.
- ☐ Currency exchange losses.
- ☐ Loans to third parties.
- ☐ Guarantees and securities.
- ☐ Costs already financed by another grant.
- ☐ Invoices made out by other organisations for goods and services already subsidised;
- ☐ Subcontracting by means of service or consultancy contracts to personnel members, Board members or General Assembly members of the organisation subsidised;
- ☐ Sub-letting to oneself (self-dealing).
- ☐ Purchase of land or buildings.
- ☐ Compensation for damage falling under civil liability of the organization.
- ☐ Employment termination compensation for notice periods not performed.
- ☐ Purchase of alcohol, tobacco, or derived products.
- ☐ Salary bonuses.

2.2. Application process

The selection process is organized in two stages:

- Stage 1 – Submission and evaluation of concept notes.
- Stage 2 – Submission and evaluation of full proposals (shortlisted applicants only).

2.2.1. Content of the concept note

Applications must be submitted in accordance with the instructions in the Grant Application File (Annex A, Part A).

- Concept notes must be submitted in English.
- Only an indicative amount of the contribution requested from Enabel is required at this

stage.

- Elements defined in the concept note may not be substantially modified in the full proposal. The Belgian contribution may not differ by more than $\pm 10\%$ from the initial estimate and must remain within the minimum and maximum grant amounts.
- Any errors or major inconsistencies concerning the points mentioned in the instructions on concept notes may result in its rejection.
- The contracting authority reserves the right to request clarification where the information provided does not enable it to carry out an objective evaluation.
- Handwritten concept notes will not be accepted.

Mandatory annexes at concept note stage (to be uploaded via the online platform):

Annexes to attach	Applicants	Co-applicant(s)
The statutes or articles of association of the applicant and any co-applicants	x	x
External audit report produced by an approved auditor, certifying the applicant's accounts for the last available financial year where the total grant amount requested is above EUR 100,000 (not applicable to public applicants). Alternatively, equivalent, independently verifiable financial documentation may be accepted, such as certified financial statements prepared by an external accountant or official tax returns submitted to the relevant tax authorities. In all cases, the lead applicant must submit its most recent financial statements (income statement and balance sheet for the last closed financial year).	x	
A copy of the applicant's most recent financial statements (income statement and balance sheet for the last closed financial year) ² . Any co-applicants are not required to provide a copy of their financial	x	

²This does not apply to public bodies, nor where the accounts are in practice the same documents as the external audit report already provided pursuant to point 2.

statements.		
The legal entity file (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), along with any supporting documents requested;	X	X
A proof of establishment or representation in Mozambique for the applicant OR one of the co-applicants at least (see section 2.1.1. Admissibility of Applicants and Co-Applicants). If demonstrating a registered office: • Official registration certificate issued by national authorities; • Extract from national company/association registry; • Legal statutes indicating country registration; • Proof of operational address. Local presence may be demonstrated by any consortium member or formally committed partner.	X	X*
An extract from the criminal record or an equally valid document issued by the competent judicial or administrative authority in the country of origin for: • Entity; • The directors.	X	X
Certificate issued by the competent authority or any other equivalent document attesting that the entity is still in business. These may be: • An extract from the business register or equivalent; • A certificate of non-bankruptcy issued by the clerk of the competent court or an official register; • Valid tax compliance certificate; • Valid social security compliance certificate.	X	X

- Organizational Experience: Applicant (and co-applicant's experience) tables filled collectively and demonstrated through completed or ongoing assignments implemented within the last five (5) years. Demonstrating relevant experience across the main components of the action, including shelters, community-based DRR or early warning, and community mobilization activities. To ensure comparability across submissions, each reference must include, please see section 1.4 and 1.5 of Annex A- grant application file: - Project title; - Country of implementation; - Implementation period (including dates); - Total project budget; - Contracting authority or lead implementing organisation; - Role of the applicant or co-applicant in the project; - Description of some activities performed (as an example); - Explanation of the reference's relevance to this Call (e.g. shelters, community-based DRR or early warning, and community mobilization activities etc.). Applicants are required to provide one supporting document for each project reference. This supporting document may be any one of the listed documents (and not necessarily all of them): - Copy of the project contract or grant agreement (cover page and relevant sections indicating role, budget, and duration);	X	X
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○ Completion certificate or official acceptance letter; ○ Final or interim project report (cover page and executive summary); ○ Donor or contracting authority reference letter confirming implementation and role.		
• Technical team composition and minimum experience: Applicants must provide at least one of the following: ○ CVs of proposed key experts (minimum four profiles recommended); ○ Staff list indicating positions, qualifications, and years of experience; ○ Framework agreements or formal commitments from external experts; ○ Staffing plan describing how technical expertise will be mobilized. CVs should clearly indicate: • Educational background; • Years of relevant sectoral experience; • Experience in resilient infrastructure/shelters, community-based DRR or early warning, and community mobilization activities; • Role in referenced projects (where applicable); General statements of “access to expertise” without supporting documentation are insufficient;	X	
• Declaration on Honour regarding exclusion criteria.	X	X

**Only if not provided by the lead applicant.*

Applicants must ensure their concept note is complete. Incomplete concept notes may be rejected.

2.2.2. How to submit the concept note

Concept notes must be submitted online via the link indicated in the Call (<https://submit.link/5cY>). Detailed step-by-step instructions (account creation, form completion, document upload, submission) are provided on the platform as below presented.

STEP	ACTION
1 	Go to the top-right of the page. Register for a new Submit.com account or sign in if you already have one.
2 	Click the “ Apply ” button on the right side of the page.
3 	Carefully read the applicant guidelines before filling in the form. They contain important information to improve your chances of success.
4 	Complete the online form and upload the required documents (templates are provided in the webform).
5 	Use the “ Next ” and “ Back ” buttons at the bottom of each page to move through the form. Confirm your answers as you go.
6 	Your draft will be automatically saved , so you can leave and return at any time.
7 	Once you submit, your application cannot be modified . You will receive a confirmation e-mail upon receipt of the submission.

Concept notes sent by other means (fax, email, hand delivery) or to other addresses will be rejected.

2.2.3. Deadline for submission of concept notes

The deadline for submission of concept notes is: **14 September 2026, at 11.55pm (Mozambique time)**.

The date and time of upload on the online platform will serve as proof of timely submission. Late submissions will be automatically rejected.

Applicants are strongly advised not to wait until the last day to submit, taking into account possible disruptions such as power cuts or unstable internet connections.

2.2.4. Further information on concept notes

An online information session will be held on **21 August 2026 at 10.00am (Mozambique time)** to provide guidance on the Call and on how to submit concept notes. The meeting can be accessed using the following link

<https://events.teams.microsoft.com/event/8d03364e-89b2-42fo-b6a3-9a6e6569149d@8552ee09-2fab-421d-9ef7-664207bcf596>

Applicants may send questions by email up to 15 days before the concept note deadline, clearly indicating the Call reference: MOZ22005-10354.

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

Answers will be provided no later than 10 days before the Concept notes deadline.

To ensure equal treatment of applicants, Enabel cannot give prior opinions on the eligibility of specific applicants, actions, or activities. Questions and answers of general interest will be published on Enabel's website. As such, regular consultation of this website is recommended in order to be informed of the questions and answers published.

2.2.5. Submission and evaluation of full proposals- Stage 2

Applicants whose concept notes are shortlisted will be invited to submit a full proposal using **Annex A, Part B** of the Grant Application File.

- The full proposal must be submitted in the same language as the concept note (English).
- The Belgian contribution amount may not differ by more than $\pm 10\%$ from the amount indicated in the concept note and must remain within the minimum and maximum grant amounts.
- Only the proposal and the required annexes (budget and logical framework) will be

evaluated. No additional annexes should be submitted.

Applicants must fill in the proposal as carefully and clearly as possible in order to facilitate its evaluation. Errors or major inconsistencies (e.g., in budget calculations) may result in immediate rejection. Clarifications will only be requested where the information provided is not clear and therefore prevents the contracting authority from carrying out an objective evaluation.

2.2.6. Where and how to send proposals- Stage 2

Full proposals must be submitted via an online link that will be communicated in the invitation letter sent to shortlisted applicants. A confirmation email will be sent upon receipt.

Applications submitted by other means (e.g., fax, email, hand delivery) or sent to other addresses will be rejected. Each applicant may submit only one full proposal per lot.

The deadline for submission of full proposals will be clearly indicated in the invitation letter.

2.2.7. Further information on proposals- Stage 2

Applicants may send their questions by e-mail, **at the latest 14 days before the** deadline for the submission of applications, to the address or one of the addresses set out below, making sure that they clearly indicate the Call for Proposals reference: MOZ22005-10354.

Email address: moz_csc_grants@enabel.be

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

Questions will be answered at the latest 10 days before the deadline for the submission of applications.

To ensure the equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of applicants, or an action.

Individual responses will not be given to questions. All questions and answers and other important information communicated to applicants during the evaluation procedure will be published on www.enabel.be. As such, regular consultation of this website is recommended in order to be informed of the questions and answers published.

2.3. Evaluation and selection of applications

Applications will be examined and evaluated by the contracting authority with the help, where

applicable, of external evaluators. All actions submitted by the applicants will be evaluated according to the stages and criteria described below.

If the examination of the application shows that the proposed action does not satisfy the admissibility criteria described in point 2.1, the request will be rejected on this sole basis.

Phase 1: Opening, administrative checks, admissibility checks and evaluation of concept notes

The following elements will be examined:

1. Opening

- Compliance with the submission deadline. If the deadline is not observed, the application will be automatically rejected.

2. Administrative and admissibility checks

- Verification that the concept note satisfies all criteria specified in points 1 to 14 of the verification and evaluation grid provided in Annex E1a.
- If any information is missing or incorrect, the application may be rejected on this sole basis and will not proceed to evaluation.

3. Evaluation of concept notes

Concept notes that pass the checks will be evaluated for relevance and design. The overall mark is out of 90 according to the evaluation grid (Annex E1a). Each sub-heading is scored 1–5 (1 = very poor, 2= poor, 3= average, 4=good and 5 = very good).

Only concept notes which have obtained a minimum score of 50 points out of 90 will be shortlisted.

And only concept notes which have obtained a minimum score of 8 out of 10 points for criterion no. 16 will be shortlisted.

Secondly, the number of concept notes will be reduced according to their ranking in the list, by the number of concept notes whose total cumulative amount of contributions requested is equal to 200% of the budget available per lot for this Call for Proposals.

- After evaluation, the contracting authority will send a letter to all applicants, notifying them of:
 - the reference number allocated to their application;

- whether their concept note was evaluated; and
- the results of the evaluation.
- Shortlisted applicants will be invited to submit a full proposal.

Phase 2: Opening, administrative checks, admissibility and evaluation of full proposals

1. Opening

Compliance with the submission deadline. If the deadline is not observed, the application will be automatically rejected.

2. Administrative and admissibility checks

- Verification that the proposal satisfies all criteria specified in the verification and evaluation grid provided in Annex E2a (points 1 to 11)
- If any information is missing or incomplete, the application may be rejected on this sole basis and will not be evaluated.

3. Evaluation

If the deadline date is not observed, the application will be automatically rejected.

Proposals that meet the conditions of administrative verification and admissibility will be assessed.

Step 1: Proposals submitted on time and having successfully passed the admissibility check will be evaluated on the basis of the evaluation criteria of the “proposal verification and evaluation grid” , including the composition of the proposed Core Team.

Only proposals that have achieved an overall score of 70/110 will be pre-selected

The quality of the applications, including the proposed budget and the capacity of the applicants, will be given a score out of 110 on the basis of evaluation criteria 12 to 25 of the verification and evaluation grid provided in Annex E2a. The evaluation criteria are broken down into 5 sections:

1. Financial and operational capacity;
2. Relevance of the action;
3. Effectiveness and feasibility of the action;
4. Sustainability of the action;

5. Budget and report on the cost-effectiveness of the action;

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

Only proposals that have achieved a score of 6/10 for the section ‘financial and operational capacity (section 1)’ and an overall score of 70/110 will be shortlisted.

The best shortlisted proposals will be listed in a provisional award table, ranked according to their score per lot and within the limits of available funds. The other shortlisted proposals will be placed on a provisional reserve list.

Step 2 – Verification of supporting documents

Supporting documents relating to the grounds for exclusion will be requested from applicants appearing in the provisional allocation table. If they are unable to provide these documents within 15 days, the corresponding proposals will not be accepted.

Step 3 – Organizational assessment

As part of the assessment process, Enabel will conduct an on-site organizational analysis (or equivalent) of the selected applicants to confirm that they have the required capacities to complete the action. The results of this analysis will be used, among other things, to determine the risk management measures to be included in the Grant Agreement and to specify Enabel’s monitoring and control posture. If the organizational analysis reveals deficiencies such that the proper execution of the grant cannot be guaranteed, the corresponding proposal may be rejected at this stage. In that case, the first proposal on the reserve list will be considered for the same process.

Selection

At the end of Steps 2 and 3, the allocation table becomes final. It includes all proposals selected according to their score and within the limits of available funds. Applicants that may later be taken from the reserve list (if additional funds become available) must also go through Steps 2 and 3 described above.

2.4. Notification of the Contracting Authority’s Decision

2.4.1 Content of the decision

The applicant will be notified in writing of the decision taken by the contracting authority concerning its application and, in case of rejection, the grounds for this negative decision.

If an application feels that it has been adversely affected by an error or mistake allegedly committed in an award procedure or believes that the procedure has been vitiated by an instance of maladministration, it may file a complaint with the contracting authority.

In this case, the complaint will be sent to the person who made the disputed decision, who will endeavor to deal with the complaint and give a reply within 15 working days. Alternatively, or in case the reply is deemed unsatisfactory by the applicant, the latter may contact the competent Operations Manager at Enabel's head office, via the mailbox complaints@enabel.be.

See: <https://www.enabel.be/content/complaints-management>

Complaints relating to issues of integrity (fraud, corruption, etc.) should be sent to the Integrity Office through the Internet address <https://enabel.grantthornton-whistle.com/en/home>
<https://www.enabel.be/who-we-are/integrity/>

The purpose of the complaint cannot be to request a second evaluation of the Proposals without any other grounds than that the applicant disagrees with the award decision.

2.4.2 Indicative timeline (Mozambique time):

Activity	Date
First Stage	
Launch of Call	7 August 2026
Information session	21 August 2026
Deadline for clarification requests (Stage 1)	31 August 2026
Last date on which clarifications are given by the contracting authority (Stage 1)	4 September 2026
Submission deadline for concept notes	14 September 2026
Second Stage	
Notification of Stage 1 results	18 October 2026 (provisional)
Invitation to submit full proposals	21 October 2026 (provisional)
Submission deadline for full proposals	23 November 2026 (provisional)
Notification of award decision	January 2027 (provisional)

Organizational analysis of applicants whose proposal has been shortlisted.	December 2026
Signature of Grant Agreement by beneficiary	18 January 2026 (within 15 days of notification)

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

This indicative timetable may be updated by the contracting authority during the procedure. In this case, the updated timetable will be published on the [Enabel website](#) and [Submit](#).

2.5. Implementation Conditions Following the Grant Decision of the contracting authority

Following the grant award decision, contracting beneficiaries will be offered an agreement based on the contracting authority's Grant Agreement template (Annex D of these guidelines). By signing the proposal (Annex A of these guidelines), applicants accept the contractual conditions of the Grant Agreement template, should the grants be awarded to them.

2.5.1 Implementation contracts

Where the implementation of an action requires public procurement by the contracting beneficiary, contracts must be awarded in accordance with:

Annex VIII of the Grant Agreement template for private sector contracting-beneficiaries.

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

2.5.2 Separate bank account

In case of a grant award, the contracting beneficiary shall open a separate bank account (or a separate sub-account allowing for the identification of the funds received). This account will be in euros, if this is possible in the country.

This account or sub-account must allow to:

- Identify the funds transferred by Enabel;
- Identify and follow up the operations performed with third parties;
- Distinguish between the operations performed 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 bank³⁴, 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. the award decision.

The account will be closed once any reimbursements owed to Enabel have been made (and after settling the final amount of the funds used).

2.5.3 Processing of personal data

Enabel undertakes to treat the personal data communicated in response to this call for proposals with the greatest 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 July 30, 2018 on the protection of individuals with regard to the processing of personal data contains more stringent requirements, the adjudicator will act in accordance with this legislation.

More specifically, when you participate in a call for proposals within the framework of the allocation of grants by Enabel, we collect the details of the contact persons ("authorized representative") issued by the competent authority or any other equivalent document attesting that the entity is still in business. These may be:

- An extract from the business register or equivalent
- A certificate of non-bankruptcy issued by the clerk of the competent court or an official register;
- Valid tax compliance certificate;
- Valid social security compliance certificate.

We process this information because we have a legal obligation to collect this information in the context of the administration and award of our grants.

For more information on this subject, please consult Enabel's privacy statement at the following link: <https://www.enabel.be/gdpr-privacy-notice/>.

2.5.4 Transparency

For the sake of transparency, Enabel undertakes to publish an annual list of contracting-

³ Brief on Gender Equality and Women Empowerment. February 2025

⁴ This bank must be situated in the country where the applicant is established

beneficiaries. By signing the Grant Agreement, the contracting-beneficiary declares that he agrees with the publication of the title of the contract, the nature and object of the contract, its name and location, and the amount of the contract.

3. Documents to be Provided

3.1 Documents to be provided at concept note stage

At Stage 1, the following documents must be submitted via the online platform (see also Section 2.2.2):

1. Concept Note (Annex A, Part A)- completed in English.
2. Statutes / Articles of Association of the applicant (and co-applicants, where relevant).
3. Most recent financial statements (income statement and balance sheet for the last closed financial year) of the lead applicant.
4. External audit report for the last available financial year, produced by an approved auditor, where the total grant amount requested is above EUR 100,000 .
5. Legal entity form (Annex V) duly completed and signed, with supporting documents requested in the form.
6. Proof of establishment/registration in Mozambique for at least 2 years (e.g. registration certificate (for national) and, for international organizations, a valid operating license or equivalent).
7. Declaration on Honour regarding exclusion criteria.
8. Completed Similar Reference Assignments Table (Annex A, Concept Note, section 1.4 and 1.5) and Evidence of at least one satisfactorily completed similar assignment per pillar, within the last 5 years (e.g., completion certificates, signed contracts, approved reports or invoices).
9. Proof of Technical capacity: CVs, staff list, framework agreement. Please see page 25 for full list.

Applicants are responsible for ensuring that all required documents are complete and correctly uploaded; incomplete submissions may be rejected during administrative checks.

3.2 Documents to be Provided at Full Proposal Stage

ANNEX A, PART B + signed declaration: GRANT APPLICATION FILE (WORD FORMAT).

ANNEX B: BUDGET (EXCEL-FILE).

ANNEX C: LOGICAL FRAMEWORK (EXCEL-FILE OR WORD FORMAT).

3.3 Documents for information

ANNEX D: GRANT AGREEMENT TEMPLATE

- Annex III Payment request template
- Annex IV Transfer of ownership of assets template
- Annex V Legal entity form (private or public)
- Annex VI Financial identification form
- Annex VII Exclusion grounds
- Annex VIII Procurement principles (in the case of a private contracting-beneficiary)

Annex E1A: Concept Note verification and evaluation grid

Annex E2A: Full proposal verification and evaluation grid

ANNEX G: DAILY ALLOWANCE RATES (PER DIEM): current rate at the Representation of the country concerned.