

Annex F1aE - Evaluation Grid for a Concept Note - Two-Phase Call for Proposals

Call for proposals: Scaling pathways for green competences in teacher training and professional development in sub-Saharan Africa – BEL23004-10148

Grid completed by: _____ Date: __/__/____

Declaration of Impartiality and Confidentiality

I, the undersigned, agree to participate in the evaluation of the concept note submitted by the organization concerned within the framework of the call for proposals procedure referenced below.

I declare, to the best of my knowledge, that I am not in a situation of actual, potential, or apparent conflict of interest with the organization concerned, its representatives, or its potential associates.

Should such a situation arise during the evaluation, I undertake to immediately inform the person responsible for the evaluation process and to cease participating in the evaluation if the conflict is confirmed.

I undertake to examine the concept note impartially, objectively, and neutrally, based on the applicable criteria and requirements.

I also undertake to respect the confidentiality of the information received or consulted in the context of this evaluation, not to disclose it to unauthorized persons, and to use it only for the purposes of evaluating the file.

These obligations remain applicable after the end of my participation in the evaluation.

Signature:

I. Identification Data

Call for Proposals Reference Number	BEL23004-10148
Concept note reference number	
Action Title	
Solution to be scaled	
Green competence gap addressed	
Enabel Parent Project Number	BEL23004
Applicant Name	
Co-applicant(s), if applicable	
Proposed Intervention Area	
Amount Requested from Enabel	
Proposed Duration	

II. Evaluation

Scoring Guidelines

Each sub-criterion is scored from 1 to 5: 1 = very inadequate; 2 = inadequate; 3 = average; 4 = good; 5 = very good. This rating out of 5 is then converted into a weighted score to reflect the actual weight of the sub-criterion in the evaluation grid. The final score for the sub-criterion is calculated proportionally to the maximum number of points allocated to it in the grid, whether it be a maximum of 2, 3, 10, 15 points, or any other prescribed ceiling.

Thus, when a sub-criterion is scored out of 10 points, the score out of 5 is multiplied by 2.

The comments must explain the main findings justifying the assigned score. A score of 1, 2, or 5 should be justified in a particularly explicit manner.

This call funds the scaling, learning and sustainability process built around an existing, already-tested innovative solution with green competences at its centre. It does not fund the core delivery of that solution. Evaluators apply every sub-criterion below with this framing in mind. A concept note that is well written but describes the delivery of a teacher training programme, an early-stage idea, or a solution in which green competences are not the primary focus does not meet the purpose of this call, whatever its other qualities.

1. Relevance of the action - 30 points

Sub-criterion	Elements to be assessed	Score	Comments
1.1 Relevance with the parameters defined in the guidelines		___/10	
1.1.1 Relevance in relation to the objectives, expected results, orientations, and parameters defined in the guidelines, including green competences and the scaling framing	Assess, in particular, the understanding of the objectives set by Enabel, the contribution to the expected results, the respect for the areas, sectors, themes, or specific needs indicated, and the consistency with the framework of the call for proposals. Assess, including but not limited to, the following aspects: - Green competences as the primary focus. - The action is the scaling, learning and sustainability process, not core delivery. - The concept note identifies the national competency framework, curriculum or standards with which the solution is aligned.	___/5	
1.1.2. The solution is sufficiently mature, has demonstrated results beyond a pilot or proof-of-concept stage, and is supported by credible evidence of prior implementation and results.	Assess whether the solution demonstrates a sufficient level of maturity for scaling, based on evidence of prior implementation and results beyond a pilot or proof-of-concept stage. The assessment should focus in particular on: - the extent to which the solution has been implemented and produced results in at least one country eligible under this call; where the solution has been proven elsewhere, whether the proposal explains convincingly why that context is comparable; - the relevance and credibility of the evidence provided; - the extent and duration of implementation; - the results achieved to date; - the extent to which the solution demonstrates potential for scaling and institutionalisation. In the absence of evidence demonstrating prior implementation and results, the score assigned to this sub-criterion shall be 0/5.	___/5	
1.2 Relevance to the context, needs, and constraints of the targeted country, region, or sector	Assess, in particular, the quality of the needs analysis, the consideration of local, sectoral, or institutional constraints, the consistency with existing policies or interventions, the synergies with other initiatives, and the absence of obvious duplication. Assess, including but not limited to, the following aspects: - The needs analysis addresses the constraints on scaling in the countries concerned. - The concept note situates the solution against the relevant national teacher policy, and continental frameworks.	___/10	___/5*2
1.3 Strategic identification of end beneficiaries, stakeholders, and actors involved	Assess, in particular, the consistency with the categories defined in the guidelines, the geographic and thematic targeting, the beneficiary estimation, the consideration of their needs, and the mechanisms for participation or ownership. Assess, including but not limited to, the following aspects: - The national institutions expected to adopt or sustain the solution, such as the relevant Ministry department and national teacher training and professional development provider, are identified, together with their intended	___/5	

	role and the current status of engagement.		
1.4 Added Value of the Concept Note	In particular, assess the integration of the required cross-cutting theme (gender), innovative approaches or best practices, strategic complementarities, sustainability, ownership, replicability, the action's contribution to learning and knowledge that extends beyond the national context in line with the call's regional ambition, or other distinctive elements mentioned in the guidelines. Assess, including but not limited to, the following aspects: - Beyond-local ambition: a clear vision and strategy for impact, transfer or learning that reaches past the immediate national setting and contributes to regional knowledge.	___/5	

Overall score for the relevance of the action: ____ / 30

2. Action Design - 20 points

Sub-criterion	Elements to be assessed	Score	Comments
2.1 Internal coherence of the proposed action logic	Assess whether the concept note presents a sufficiently clear and coherent action logic at this stage: link between the expected results, the main types of activities proposed, and the desired effects for the end beneficiaries. The assessment focuses on the internal coherence of the action, without reassessing its relevance to the objectives of the call, the context, or the needs. Assess, including but not limited to, the following aspects: - What the scaling actually changes: what the solution reaches, embeds or transforms that it does not today, and by what pathway. - Whether the action logic covers all three expected outputs, namely the solution scaled, a sustainability pathway secured, and learning generated and shared regionally.	___/10	___/5*2
2.2 Indicative Feasibility and Preliminary Operational Structuring	Assess whether the concept note provides, at this stage, sufficient information on the main implementation methods: general structure of activities, role or positioning of the main stakeholders, indicative timeline, and main factors or constraints taken into account. The assessment focuses on the sufficiently structured and plausible nature of the action at the concept note stage, without requiring the level of detail expected in the full proposal. Assess, including but not limited to, the following aspects: - The applicant's own standing within the institutions expected to adopt the solution. - Whether the indicative timeline allows for institutional decisions that lie outside the applicant's control. - Whether the concept note states how core delivery is financed during the action.	___/10	___/5*2

Total score for action design: ____ / 20

III. Overall Score and Recommendation

Section	Maximum Score	Score Achieved
Relevance of the Action	30	
Design of the Action	20	
OVERALL SCORE	50	

Only concept notes obtaining a minimum overall score of 30 out of 50 will be shortlisted.

In addition, only concept notes obtaining a minimum score of 6 out of 10 for criterion 1.1 will be shortlisted.

Recommendation / Conclusion:

☐ Shortlisted / Provisionally Selected

☐ Not Shortlisted / Provisionally Not Selected

IV. General Comments

Main Strengths:

Main Weaknesses or Areas of Attention: