



Contracting authority:

Italian Agency for Development Cooperation (AICS)

Programme

DELPAZ - Manica and Tete Sub-Programme

Sub-Programme for the Provinces of Manica and Tete of

“DELPAZ - Local Development for the Consolidation of Peace in Mozambique”

[Decisions MZ/FED/041-899 end MZ/FED/041-945]

Funded by the 11th European Development Fund

Call for Proposals

Guidelines for grant applicants

**Reference: 1/2021/DELPAZ Manica and Tete Sub-Programme/ AICS
FED/2020/419-614**

Deadline for submission of concept notes and full applications:

25/01/2022 at 16:00 (Maputo date and time) (in order to convert to local time click [here](#)¹)

¹ An example of a time converter tool available online: <http://www.timeanddate.com/worldclock/converter.html>

NOTICE

This is an open call for proposals, where all documents are submitted together (concept note and full application). In the first instance, only the concept notes will be evaluated. Thereafter, for the lead applicants who have been pre-selected, the full applications will be evaluated. After the evaluation of the full applications, an eligibility check will be performed for those which have been provisionally selected. Eligibility will be checked on the basis of the supporting documents requested by the contracting authority and the signed 'declaration by the lead applicant' sent together with the full application.

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1. DELPAZ - MANICA AND TETE SUB-PROGRAMME, SUB-PROGRAMME FOR THE PROVINCES OF MANICA AND TETE OF “DELPАЗ - LOCAL DEVELOPMENT FOR THE CONSOLIDATION OF PEACE IN MOZAMBIQUE”

1.1. BACKGROUND

In October 1992, the Mozambican National Resistance (Renamo) signed a General Peace Agreement (GPA) with the Mozambican Liberation Front (Frelimo) in Rome², with the aim to put an end to Mozambique's civil war. Nevertheless, in spite of these important achievements, several challenges in the implementation of the Agreement eventually led to a resurgence of low intensity conflict in 2012, with a low-grade chronic destabilization during 2013-2018 and intermittent attacks across the middle Zambezi valley including Sofala, Manica, Tete and Zambezia Provinces. Starting in 2014, the Parties have resumed negotiations to bring peace to the country and to reach a full peace agreement. These peace negotiations were formalised after the death (May 2018) of Renamo historical leader, Afonso Dhlakama, when Mozambican President and Chairperson of the Frelimo Party, Felipe Nyusi and the new Renamo leader, Ossufo Momade, signed the **National Accord for Peace and Reconciliation on the 6th of August 2019**, with a view to achieving a definitive peace.

Despite a definitive peace agreement being in place, in the current implementation phase various challenges have to be tackled, including trust building, security and in particular sustainable reintegration of the demobilized individuals and their families. In an already difficult context due to weak economy and fiscal austerity, the impact of internal conflict in the provinces of the central region - Sofala, Manica and Tete - have also been exacerbated by the consequences of natural disasters including Cyclone IDAI (in March 2019) and the COVID-19 pandemic. Unremitting high levels of poverty and growing geographical inequalities, increasing rates of unemployment, malnutrition and food insecurity contribute to threaten Mozambique's long-term stability.

There are in particular two constraints related to implementing Mozambique's peace process in conflict affected rural districts in the central region: the need to improve the inclusiveness and responsiveness of local governance and the need to promote widely accessible opportunities for improved livelihood.

The Programme “**DELPАЗ - Local Development for the Consolidation of Peace in Mozambique**” aims to address both the long-standing roots and the contemporary consequences of conflict in Mozambique's central region. The premise is that more inclusive participation in subnational governance and rural economic activities leading to improved livelihoods will result in greater propensity among local leaders and community members to reduce tensions, in greater social cohesion in communities where DDR beneficiaries settle and sustain peace at the local level.

The intervention is part of the European Union's strong commitment to Mozambique's August 2019 Peace Agreement through a comprehensive framework comprised by several interventions, including support to: (1) Disarmament, Demobilization and Reintegration (DDR), (2) National Reconciliation, (3) Decentralization, and (4) Socio-Economic Rehabilitation through support to livelihoods in conflict-affected areas.

With the overall objective “*to contribute towards consolidation of peace at subnational levels in Mozambique*”, DELPAZ contributes to the implementation of the fourth pillar of the EU Programme, focusing on 14 selected Districts of **Manica, Tete and Sofala Provinces**, enhancing an inclusive local governance (specific objective 1) and improving the livelihoods of rural communities, with a special focus on women, youth and disadvantage groups (specific objective 2).

² Signed by former President J. Chissano and Renamo's leader A. Dhlakama. The process was supported by the mediation of M. Raffaelli, representing the Italian Government, the Archbishop of Beira, Jaime Gonçalves and the Community of Sant'Egidio.

The Italian Agency for Development Cooperation (AICS) will implement a local economic development activity (**specific objective 2**) that will contribute to peace and reconciliation at local levels through socially inclusive livelihood improvements and community development in eight conflict affected districts in **Manica and Tete Provinces (DELPAZ Manica and Tete Sub –Programme)**.

This Call for Proposals (CfP) is an integral part of the AICS-implemented Italian Cooperation Component of DELPAZ, which is financed under the 11th European Development Fund and comprises a similar Local Development Action implemented by the Austrian Development Agency (ADA) in Sofala Province (DELPAZ Sofala Sub-Programme) and a cross-cutting action focusing on Local Governance implemented by the United Nations Capital Development Fund (UNCDF) in all the three mentioned provinces (DELPAZ-LG).

1.2. OBJECTIVES OF THE PROGRAMME AND PRIORITY ISSUES

1.2.1. Geographic Scope

Districts for DELPAZ implementation have been selected³ within the three Provinces, agreed between the Government of Mozambique (GoM), the EU and the Implementing Partners. Application of these qualitative criteria, in consensus among stakeholders, has indicated that DELPAZ Programme will cover fourteen (14) districts: six (6) in Sofala Province⁴, five (5) in Manica Province, and three (3) in Tete Province.

As a result of this process, **DELPAZ Manica and Tete Sub-Programme**, implemented by AICS, will support local development activities in the following eight (8) Districts:

- 5 Districts in Manica Province: **Bárue, Guro, Tambara, Macossa and Gondola;**
- 3 Districts in Tete Province: **Moatize, Tsangano and Doa**

1.2.2. Relevance of the DELPAZ Manica and Tete Sub-Programme

In Manica and Tete Provinces, the population has been affected, since 2012, by politically motivated conflict, climate change-related events, and by the impact of context-specific dynamics. These shocks and stresses caused displacement, mobility restrictions, reduced access to subsistence and livelihood activities, disruptions of basic rights and public services, adoption of coping strategies detrimental to households wellbeing, as well as food and nutritional insecurity for victims of natural and man-made disruptions in a context already affected by structural drivers of vulnerability. These and other factors contributed to a sense of exclusion of certain communities and also to weaken the legitimacy of local institutions.

Overall, DELPAZ-Manica and Tete Sub-Programme focuses on inclusion and on contributing to gradually overcome the impact that the shocks mentioned and crisis have had on equitable access to economic opportunities at communities' and households level, with a focus on the most marginalized, building on and fostering local opportunities and existing spaces for inclusive, environmentally sustainable economic development. By promoting broadly based income growth and increased wellbeing among the targeted communities and households, with a specific focus on marginalized groups, the intention is to enable a favourable environment for individual and family livelihoods as well as for community empowerment, while contributing to consolidation of peace and socio-economic development.

³ Based on the criteria "conflict affected" combined with other socio-economic and territorial criteria.

⁴ Districts selected in Sofala Province are: Chemba, Cheringoma, Chibabava, Gorongosa, Machanga and Maringue.

DELPAZ Manica and Tete Sub-Programme need to be implemented by working closely in partnership with local structures to enhance livelihood opportunities with a special focus on women, youth and the disadvantaged groups, including individuals in process of reintegration and their households. As reintegration is a long-term process, the role of local communities and local livelihoods is key. DELPAZ will assist the local communities in providing inclusive planning and budgeting, supporting finance of small-scale social and economic infrastructure and ensuring food security by promoting climate smart agricultural practices. It will in fact promote investments in climate-resilient small infrastructure and agricultural techniques aiming at increasing farmers' resilience to climate change consequences in conflict-affected communities. Particular effort will be made to strengthen farm and non-farm activities through improved service provision and direct support both the adoption of technologies and the strengthening of local economic infrastructures.

The DELPAZ Manica and Tete Sub- Programme is therefore steered towards promoting lasting, sustainable change through improvement of local public infrastructures and support to diversified income-generating activities. It will be based on existing virtuous or promising market mechanisms and enhancing the interaction between the different actors, also through enhancing women's economic participation through gender-responsive approaches that address gender-based discrimination, or through opening up specific opportunities for youth, the vast majority of the country's population.

1.2.3. Strategic Approach: linking communities to key institutional and socio-economic actors

All the actions carried out under DELPAZ Manica and Tete Sub-Programme need to consider and adopt a conflict sensitivity approach for local economic development, identifying and mitigating the risks of unintentionally fueling conflicts and maximizing contributions towards peace and stability, in order to improve the effectiveness of DELPAZ interventions.

The DELPAZ Manica and Tete Sub-Programme implementing partners, selected through this Call for Proposals, will have to demonstrate how the main principles of conflict analysis are applied and how they will be integrated in proposed activities, in order to strengthen local institutional capability to adopt conflict-sensitive approach in local planning⁵ and in the economic development strategies. Adequate conflict analysis and continuous monitoring of developments is crucial in order to understand the local dynamics and tailor activities accordingly. This requires an extensive experience of the applicants in addressing drivers of conflict in similar environments, paying attention to development and cost effectiveness, development of good practices, in terms of ownership, participation and risk- management.

In this framework, the strategic approach for DELPAZ Manica e Tete Sub-Programme is based on the improvement of the resilience and livelihood of targeted groups in conflict-affected communities while building on existing local economic development resources and opportunities and supporting the creation of meaningful dialogue and partnerships with key actors at local level. The strategic approach is built along the following lines of action:

- **Gender-responsive approaches**, as well as social inclusion of women, youth and other marginalized groups inform the design, planning and implementation of all the activities.
- **Promoting environmentally sustainable activities** that contribute to adaptation to climate change and enhance the target groups' knowledge of risks related to climate change and about how to address them.
- **Increasing access to the improved small-scale local public infrastructure**, especially in localities deprived of such investments due to isolation resulting from the conflict.
- **Improving food security** through increasing small-farmers' capacity to produce, safely store and process agricultural and animal production to improve household consumption and nutritional status.

⁵ In coordination with the activities implemented by UNCDF and its partners under SO1.

- **Identifying and strengthening key value chains** for small-farmers' sustainable integration and enhancing production and productivity of promising marketable crops, according to the locations' characteristics and to existing and potential marketing opportunities.
- **Reducing reliance on primary agricultural production and promoting diversification in the households' income-generating strategies**, while at the same time increasing the skills of youth to become economically active.
- **Strengthening existing economic linkages and formal and informal networks and partnerships** and facilitating the establishment of new ones with a variety of local, national, regional and external international actors, in order to promote strategic collaborations that can enhance the target communities' economic potential and ensure socially inclusive outcomes.

DELPAZ Manica and Tete Sub- Programme, based on a conflict sensitive analysis, should facilitate the establishment of meaningful, strategic links, also through inclusive partnerships and networks: between the **targeted communities and groups** and **(i) local institutions**, in order to improve their ability to plan in a more inclusive way, with specific methodologies, the supply of public services to rural communities, with particular attention to social services; **(ii) private sector** and **(iii) civil society**.

As a result, communities and targeted groups will become empowered, local actors and their socio-economic potential enhanced, recognized and valued within selected value chains

- (i) Linking communities and local institutions: for enhancing local institutions' ownership and sustainability of the programme, and to contribute to increasing institutions' performance and accountability towards citizens.

This component includes: (i) Supporting dialogue and information flows between communities and district authorities related to local development priorities and strategies in order to ensure the responsiveness and accountability of district development processes and plans, as well as the harmonization of DELPAZ interventions; (ii) Creation of "Incubadora Verde" (Green Incubator) inside local institutions, intended as a reference point for promoting, through the public rural extension system, innovative climate-smart and productivity-enhancing agriculture technologies and practices that are socially inclusive; (iii) Training of Trainers activities aimed at public technicians as well as, where appropriate, technicians working for service providers in target districts and interested entrepreneurs, focusing on marketing, management, cooperatives development, agricultural production, gender issues in value chain development, climate resilience, among others; (iv) Training and supporting a network of local CSO/CBO⁶ partners and activists who will design and deliver gender-responsive technical assistance packages and capacity building of SDAE⁷ staff.

- (ii) Linking communities to the value chains and local private sector actors: promoting the establishment of strategic multi-level partnerships linking selected private sector actors that are committed to social inclusion and environmental sustainability and targeted communities, adopting a gender-responsive value chain development approach. This component is intended to enhance local communities' capacity to be sustainably integrated in local value chains, through enhancing their on and off farm production capacity.

This component includes: (i) an inclusive, climate and gender-responsive assessment of the local economy; (ii) the establishment of "Green Hubs Technologies – Training – Services" (Pontos Verdes TEC-FOR-SER⁸) in locations that are strategically placed to reach the selected target groups; (iii) promotion of non-farm activities through support to start-up micro and small business activities, ensuring women and youth inclusion; (iv) promotion of access to professional training opportunities through scholarships especially for women and youth.

⁶ Civil Society Organization (CSO) /Community Based Organization (CBO).

⁷ SADE: Serviços Distritais das Actividades Económicas.

⁸ "TEC –FOR –SER" stands for: Tecnologias – Formação – Serviços.

Overall, this component must ensure gender-responsiveness and social inclusion through the adoption of ad hoc tools / methodologies, including quota for women's access to scholarships or for women's involvement in infrastructure management committees, the provision of technologies and equipment that ensure more time use balance between men and women, men's engagement as positive actors of change in gender relations and others that will be considered appropriate to ensure effective women's and youth inclusion.

- (iii) Linking communities to civil society: facilitating women's empowerment, social inclusion and peace building by strengthening the linkages between local communities, target groups and civil society and community-based organizations, in close coordination with the component relating to specific objective 1 implemented by UNCDF and its partners.

This component include: (i) supporting dialogue and information flows between communities and district authorities related to local development priorities and strategies in order to ensure the responsiveness and accountability of district development processes and plans; and (ii) training and supporting a network of local CSO/CBO partners and activists who will:

- a. facilitate discussions at locality and district levels regarding inclusive dialogue in support of peace-building equitable local development;
- b. promote opportunities and measures to address challenges to inclusion for women, youth, and disadvantaged / vulnerable groups affected by the conflict in social and economic development processes;
- c. monitor the implementation of local economic development activities at community and district levels and ensure equitable access for all social groups.

Implementing partners selected through this Call for Proposals (CfP) process must be able to demonstrate how conflict sensitivity will be integrated throughout their project cycle and how they will assess as appropriate their ability to identify, monitor and report conflict sensitivity risks and opportunities as part of context analysis and risk management activities. All proposed actions will be expected to address conflict-related risk management, including through consultations with local communities and other district based stakeholders.

Districts and local institutions are to be considered key stakeholders and involved in all the activities.

Activities at the local level should be closely linked to poverty reduction, especially community-based development promoting local empowerment and sustainable livelihoods. Also, support to DDR beneficiaries and their families through community-based approaches, should facilitate their conducive conditions for their long-term reintegration and solutions to avoid tensions leading to future conflicts. Economic activities have to be participatory planned and supported in the hosting communities facilitating the reintegration of men and women.

Selected applicants should pay special attention to existing similar activities in the targeted districts and favour collaboration, in order to avoid duplication and to ensure consistency of approaches.

1.2.4. Target groups

In the selected Districts, communities in conflict-affected areas suffer from lack of economic opportunities. Most people are living in poverty and also, due to weak infrastructure and long distances, access to markets and basic social services is limited. Moreover, the conflict exacerbated women's subjection and marginalisation. In particular, it increased their insecurities, vulnerabilities and exposed them to sex traders and different forms of violence. It is therefore expected that, through a participatory and sensitive planning of economic investments and opportunities at district level, the communities, enhancing their rights, will be also more able to facilitate the reintegration of the beneficiaries of DDR.

Beneficiaries of DELPAZ Manica and Tete Sub-Programmes will therefore be:

- marginalized communities⁹;
- disadvantaged and marginalised groups¹⁰, households and individuals, including DDR beneficiaries. The programme strives to ensure social targeting, in order to address the specific needs of diverse group of women and men belonging to vulnerable and marginalized groups.

Communities and groups to be specifically targeted by the intervention must be identified during the baseline and are expected to include:

- communities that have been marginalised from public investments and services provision, due to the disruption caused by the conflict, including geographically remote communities;
- communities that perceive to be marginalised; vulnerable households and groups of individuals that include, among others:
 - Women whose productive capacity is limited by gender-based constraints and discriminatory social and traditional norms and power structures. Female-headed households and women who have been widowed because of the conflict are a specific target sub-group, as they are the most vulnerable and resourceless, while also ensuring that women in men-headed households are not left out and that the activities do not produce gender inequitable outcomes;
 - Youth whose opportunities are severely constrained by limited education linked to the job market, and low access to training and credit related to entrepreneurship. In most cases, youth from marginalized communities are not economically active and there is huge request for professional training opportunities. The programme aims at ensuring boys and girls have the same opportunities and access to scholarships, as well as professional training opportunities, to increase for both the chances of entering the labour market and reduce the youth migration from rural areas;
 - Households who have one or more members in a physical and/or psychological state that they cannot engage in meaningful, productive activities, including as well as children-headed households.
- community where the beneficiaries of DDR process have been or will be reintegrated¹¹, paying special attention to the role of women.

Indicative DELPAZ Manica and Tete Sub-Programme beneficiaries in the eight districts.

Smallholder farmers	34.600
MSMEs ¹² (farm, off-farm, non-farm)	2.000
Scholarships	1.200
SDAEs and other public officers	330
Direct and Indirect beneficiaries from public investments	42.200
Total	80.330

With DELPAZ Manica and Tete Sub- Programme having a strong focus on women and youth inclusion, as well as of vulnerable groups, it is critical not to imply that addressing economic exclusion in the targeted Districts will automatically result in increased gender equality and social inclusion. These issues should be specifically addressed with ad-hoc methodologies, tools and dedicated activities to avoid further

⁹ From both local development and decision-making processes.

¹⁰ Disadvantaged or marginalised groups and individuals are those with limited scope for participating in decision-making processes due to the extremely poor; the physically challenged, including the elderly and chronically sick; former combatants, particularly female combatants; female-headed households. The intervention should pay special attention to households headed by orphans or hosting orphans, ensuring these have priority in access to knowledge and technical support, including vocational training scholarships

¹¹ The DDR exercise deal with 5 221 beneficiaries (4964 men and 257 women), that did not adhere to the previous large demobilisation process realised after 1992 and led by the UN Operation in Mozambique (ONUMOZ).

¹² Micro, Small and Medium Enterprises.

marginalization of the most disadvantaged groups. Women, youth and other so-called “disadvantaged groups” from the intervention Districts should not therefore be considered “vulnerable” or “disadvantaged” by nature. Effectively tackling the original causes of their marginalization would contribute to enhance the inclusion of such groups.

Furthermore, it would be important to understand how the different factors can influence risks and opportunities to contribute to peace, during the implementation. A conflict sensitivity approach will require continuously monitoring and reflecting on the context to identify risks and opportunities to contribute towards peace.

Selected applicants will strengthen the capacities of the programme target groups, including also local formal and informal groups (local producers associations, community-based organizations, youth organizations, church-based groups, disabled associations, cultural groups, saving groups), as well as community radios and other local sources of information in the selected districts, to mainstream a thorough social inclusion approach across the programme.

1.2.5. DELPAZ Objectives

With the **overall objective** “to contribute towards consolidation of peace at subnational levels in Mozambique”, to consolidate the peace process in the country, the **specific objectives** reflect the two main components of the intervention:

- local governance (**SO1**, “to enhance inclusive local governance in selected provinces and conflict affected districts”) and
- economic recovery (**SO2**, “to improve the livelihoods of rural communities in conflict affected districts, with a special focus upon women and disadvantaged groups”),

focusing on Sofala, Manica and Tete Provinces.

Activities related to SO1 (local governance) in the 14 selected districts will be implemented by United Nations Capital Development Fund (UNCDF).

Activities related to SO2 (economic recovery) will be implemented:

- by AICS, in the five (5) selected Districts of Manica Province (Barue, Macossa, Tambara, Guro and Gondola) and in the three (3) selected Districts of Tete Province (Tsangano, Moatize and Doa);
- by ADA, in the six (6) Districts of Sofala Province (Chemba, Cheringoma, Chibabava, Gorongosa, Machanga and Maringue).

Outputs for SO2 include¹³:

- Output 2.1 **Enhanced public investment and service provision in selected districts and rural municipalities.**
- Output 2.2 **Increased adoption of climate smart and productivity enhancing agriculture technologies and practices by conflict-affected communities.**
- Output 2.3 **Enhanced market integration and off-farm economic activities of conflict-affected communities.**

Please note that the expected outputs, outcome indicators, baselines, target, and means of verification included in the logical framework (ANNEX C) may be updated during the implementation of the Programme

¹³ For Outputs under SO1, not covered by this Call for Proposals, consult ANNEX C.

in agreement with AICS, EU and the other DELPAZ implementing partners. However, in response to this call for proposals, while considering the Indicators currently identified, it is possible to submit a proposal for integration end/or revision of them for the objectives and outputs of DELPAZ Manica and Tete Sub-Programme.

1.2.6. Outputs and Priorities of this Call for Proposals

All the activities described below are not to be intended as separated from the specific conflict-affected settings and their implementation methodology must ensure how they do not exacerbate local conflict dynamics and how they effectively contribute to prevent conflict and sustain peace. Applying conflict sensitivity concepts, principles and tools, the selected implementing partners must formulate options to adapt activities and leverage opportunities for building and sustaining peace.

In order to contribute to achieve the above-mentioned Outputs 2.1, 2.2 and 2.3, the activities¹⁴ of this Call for Proposals are:

Output 2.1 Enhanced public investment and service provision in selected districts and rural municipalities.

Activities

Act. 2.1.1 Construction, rehabilitation, extension, equipping of small-scale local public infrastructures (selected by participatory planning - SO1 with explicit gender and social impact)

[Act. 2.1.2 Construction, rehabilitation, extension, equipping of primary critical social and economic support infrastructures at community and District level (with explicit gender and social impact)

Not included in this Call for Proposals

Act. 2.1.3 Capacity building to improve service provision from public, private and civil society actors at community level, with a focus on gender and social impact

Act. 2.1.4 Capacity building at local level to assess local economic gender and environmentally sensitive potential

Act. 2.1.5 Support women's empowerment and social inclusion at district and community level with ad hoc activities¹⁵

To enhance public investment and service provision, so that public services are more inclusively and equitable accessible to rural communities, especially those who have been marginalized by the conflict and its consequences, the expansion of access to basic public infrastructure is foreseen.

Activities described for Output 2.1 need to be clearly aligned to development plans of the selected Districts for DELPAZ, resulting in a contribution to them, strengthening the capacity of local governments to respond to citizen and community demand for public infrastructure and services.

In particular, for interventions under 2.1.1. applicants must present *a pre-identification of the interventions¹⁶, their description and an indicative implementing plan*, following the criteria and budget limits for this component described in these Guidelines, justifying this pre-identification with respect to the main objective and the conflict-sensitivity approach for DELPAZ - Manica and Tete Sub-Programme, with attention to

¹⁴ In this section and in the ANNEX C Logical framework all the activities for SO2 are listed, for greater clarity. Those activities for which it is indicated that they are not included in this Call for Proposals, should not be considered for this purpose.

¹⁵ Based on preliminary assessments and inception studies.

¹⁶ Strategic investments for Local Economic Development potentially financeable under DELPAZ SO2.

sustainability and resilience: fostering enhanced livelihoods, increased local production, market integration, and greater access to services, communities' climate resilience, gender equity and social inclusion.

The pre-identification of interventions proposed under 2.1.1. and the indicative implementing plan need to be confirmed or revised each year, in coordination with local authorities and AICS, in order to ensure the correspondence with the results of improved participatory planning (under SO1 activities).

The applicants must demonstrate a thorough knowledge of the calendar and local planning mechanisms in Mozambique, which will allow the alignment of interventions with district priorities and District's Strategic Development Plan (PEDD), contributing to ensure that individuals and groups most affected by the conflict are not excluded.

Activities 2.1.3, 2.1.4 and 2.1.5 must be designed in a complementary manner with respect to 2.1.1., in order to enhance public investment and service provision in the selected districts: interventions must provide social and economic benefit for community members and must comply with the environmental (including climate related) and social (including gender related) standards defined by Government of Mozambique regulations as well as recognized international standards.

Eligible interventions for DELPAZ-Manica and Tete (Act. 2.1.1) include:

- 1) Rural feeder roads and tracks, with small bridges and/or hydraulic structures;
- 2) Public water and sanitation facilities benefitting multiple households;
- 3) Small irrigation systems including benefitting multiple farmers;
- 4) Market structures, produce aggregation facilities, grain silos, etc. benefitting multiple producers;
- 5) Renewable energy systems serving rural settlements or irrigation/post-harvest facilities benefitting multiple producers;
- 6) Erosion control, improved drainage, and flood mitigation structures protecting roads, other public facilities or rural settlements;
- 7) Rehabilitation, retrofitting or improvement to any public facility to increase its resilience to climate related events or natural disasters (build back better);
- 8) Animal health or protection facilities benefitting multiple households;
- 9) Early warning infrastructure for natural disasters or emergencies benefitting rural settlements or economic facilities.

Output 2.2 Increased adoption of climate smart and productivity enhancing agriculture technologies and practices by conflict affected communities

Activities:

Act. 2.2.1 Identification and assistance to local Institutions to become "Incubadoras Verdes" with specialized competencies on sustainable and climate-smart agricultural practice and gender-sensitive value chain approach, for training to local actors (public and private)

Act. 2.2.2 At community level, improvement of the production and productivity, the management of natural resource and food security, through smart agriculture practices, promoting the establishment of "Pontos Verdes"

Act. 2.2.3 Stimulation of an enabling environment and a practical model to develop climate and gender-sensitive sustainable business services, through a network of public and private service providers¹⁷

¹⁷ The entry point for this activity are the "Pontos verdes" that are expected also to enhance coordination among the different value chain actors, including private sector actors. The main idea is to identify the existing rural agro-dealers, input providers, technical assistance providers, managers of

Act. 2.2.4 Rehabilitation, extension, equipping of secondary critical social and economic support infrastructures at community level with explicit gender and social impact

Output 2.2 need to contribute to stabilization and local economic development, through the support to reactivation, strengthening and/or starting-up of local, inclusive and sustainable agricultural and other economic activities that can lead already within a short term to positive impacts within marginalized local communities.

To increase adoption of climate smart and productivity-enhancing agriculture technologies and practices by conflict-affected communities the findings of the preliminary analysis and field work have suggested having at least 2 “green incubators”¹⁸ (Act. 2.2.1).

At community level, the establishment of strategically placed “Pontos Verdes” are expected to foster the adoption of gender-sensitive smart agriculture practices and technologies to increase production and productivity among small farmers while sustainably preserving the environment (Act.2.2.2).

Capacity building is a relevant component of these output, and a key element for ensuring the programme sustainability and local ownership. It includes training on cooperative development and management¹⁹ benefiting institutional partners, education/training institutions, civil society, actors of the private sector as well as communities; training on gender-sensitive issues to the governmental institutions and private extension workers. Furthermore, in **Manica Province**, the capacity enhancement of the Administrative Court of Manica must be expected as a strengthening activity of its administrative legal abilities, so as to better perform functions directly related to the DELPAZ component in the selected Districts of Manica Province (Act.2.2.3).

The rehabilitation, extension, equipping of secondary critical social and economic support infrastructures at the community level with explicit gender and social impact have to be encouraged (Act. 2.2.4).

Output 2.3 Enhanced market integration and off-farm economic activities of conflict-affected communities.

Activities:

- Act. 2.3.1 Through the Incubadora Verde and the Ponto Verde, provision of training and technical Assistance to SDAE and services provider to enhance the quality and quantity of non-farm gender sensitive services provision
- Act. 2.3.2 Promotion of inclusive business partnerships among value chain actors and support beneficiary communities to be active part in the local value chain, with access to service and markets, based on gender-sensitive value chain assessment outcomes
- Act. 2.3.3 Support to the creation of off-farm local micro and small enterprises with high potential for Local Economic Development (LED), with focus on youth, women, and vulnerable groups
- Act. 2.3.4 Promotion of access to existing smart finance services through appropriate partnerships supporting private and community entrepreneurship at local level, with a focus on youth, women and other marginalized groups
- Act. 2.3.5 Making vocational training accessible for all the services linked to farm or off-farm activities, with quotas for women

infrastructures for stock reposition that will be trained to work in a network, building on existing often informal linkages and addressing in this way the difficulty than many farmers face in accessing quality inputs and services.

¹⁸ One in Chimoio, with Chimoio Agrarian Institute (IAC) and one in Tete, with Agrarian Training Center (Fundo de Desenvolvimento Agrario).

¹⁹ An assessment of district economic development potential to be conducted in the inception phase will scout interest and training needs to promote the development of cooperatives of farmers.

For output 2.3, planned activities consider that, through increased production and market integration, agricultural growth could be a major driver of economic development and diversification into non-farm activities. This is expected to reduce reliance on primary agricultural production and promoting diversification in the households' income generating strategies, while at the same time increasing the skills of youth and women to become economically active. In fact, semi-subsistence farming alone results in a reduced capacity to cope in case of climate-related shocks, and therefore it is fundamental that households are capable of generating income from different sources, based on different skills, aspirations and attitudes of the household members.

Promotion of non-farm and off-farm activities

Activities under output 2.3 aim to enhance smallholders' integration in key market systems and strengthening opportunities for off-farm economic activities both through comprehensive micro-entrepreneurship support and professional training. Enhancing off-farm activities is also linked to the need for improving the technical skills of selected groups of beneficiaries – in particular women and youth – who rarely have had access to professional training opportunities that might contribute to their economic empowerment while enhancing their households' livelihoods and diversifying the socio-economic context of the target areas. Based on the above, the intervention will focus on increasing agricultural production and productivity and facilitate the integration of smallholder farmers into input and output markets through the “Green Incubators” and “Green Points” (Act 2.3.1). Farmer organizations and associations and their linkages to access financial and technical services and markets will also be strengthened through ad hoc capacity building and promoting dialogue with value chains actors in order to facilitate a better and more sustainable integration into locally relevant agricultural value chains. Inclusive business partnerships among value chain actors and networking with institutional and private sector stakeholders have to be promoted and targeted producers need to be supported to become active, recognized actors in the local value chains, with increased access to service and markets. External actors that can provide added value and support based on systematized best practices with potential for replication and scaling up might be involved as needed (Act 2.3.2).

Targeted rural households will also be supported to work in off-farm and non-farm activities to generate income and to cushion the effects of climate change and poverty. The establishment of off and non-farm micro and small entrepreneurship will be facilitated through the improvement of business development skills²⁰ whose focus will be based on the result of the economic potential assessment to be carried out at inception phase and on participatory analysis at community level focusing on local perceptions and aspirations (Act 2.3.3).²¹ MSEs, focusing in particular on women and youth-led enterprises, will be also receive support to start-up their business. Financing opportunities need to be regularly monitored (and access to them promoted) for expanding small-scale producers' capacity and emerging farmers and Micro and Small enterprises, with credit facility and matching grant programmes and leveraged with other development initiatives promoted by AICS and other development partners. Selected applicants will identify possible complementing financing mechanism (such as grants, revolving funds etc.) and detail them i.e. in terms of eligibility, selection processes, distribution of funds, required contributions etc. (Act 2.3.4).

Vocational and educational training is a key sub-component for Output 2.3 aiming to professional skills developments through ensuring access to formal training opportunities for selected members of the conflict-affected communities, with a focus on youth. This is expected to redress inequalities in access to training opportunities for vulnerable groups living in areas that have been marginalized from local development process, while enhancing on and off-farm and non-farm livelihoods and support sustainable income diversification opportunities for rural households. It is intended as a form of human capital investment that serves the need for income diversification to reduce rural households' dependency from agriculture. In the

²⁰ Based on the results of the inception phase studies (including institutional capacity analysis), business development training might also address relevant District services, service providers, existing cooperatives and associations, etc.

²¹ Based on evidence emerging from fieldwork, literature, and ongoing interventions in the field, MSEs that could be supported might include: production of organic fertilizer, biochar and briquettes from farm biomass residues; latrines building, manual bore-holes drilling; food and beverage retailing, etc.

target Districts it is generally recognized that professional and vocational training (including short training courses) is fundamental for building resilience and sustainable livelihoods opportunities.

Eligibility criteria for training support

With regards to the scholarship subcomponent, under DELPAZ Manica and Tete Sub-Programmes, the implementing partners selected through this Call for Proposals, need to launch one call per year in each District for grants applications to a variety of training courses, according to the eligibility/exclusion criteria agreed with AICS and local authorities.

The selection process will be led in collaboration with the District governments and CSO representatives. The selection must ensure that women are at least 50% of the grant recipients. To ensure that women can adequately and safely attend the training courses, training providers who can ensure access for women with children accompanying them will be preferred, when available. Other criteria for selection of training providers include:

- Geographical location in Tete or Manica Province;
- Offering courses preferably not exceeding 6 months of duration;
- Offering courses that are relevant to available livelihood opportunities (both on and off-farm) within the Districts;
- Capacity to ensure access to people with disability.

Methodology

With relation to expected activities described above, the applicants should have the capacity to address the negative factors that increase tensions inside the communities (between people and groups), reducing their ability to resolve conflicts non-violently and may lead to violent conflict; and the positive factors that reduce tensions, improve cohesion and promote constructive collaboration.

The main aim alongside economic recovery in DELPAZ Manica and Tete Sub-Programme is relationship and community-building, besides to enable them to improve their livelihood situation (through involvement in and benefit from agricultural production, processing and marketing, capacity development etc.), avoiding that the beneficiaries feel coerced into engaging in groups in order to receive benefits from the Programme.

It is assumed that agriculture sector is a key driver of growth in Mozambique, with the possibility to engage a large part of the population, having contributed in the past to decrease the likelihood of conflict. It is also expected that, combining conflict sensitive approaches with political and economic analysis, can lead to better tailor interventions to contribute to successful economic recovery, including: restoring economic growth, generating productive work and countering horizontal inequalities.

In each selected district for DELPAZ Manica and Tete Sub-Programme, the selected applicants need to address the conflicts and its causes, the economic dynamics (eg inequality) fuelling conflicts and to propose approaches that will address the potentially conflict-generating impact of development, demonstrating how activities for local economic development and conflict prevention can effectively reinforce each other. The starting point will be to recognise and understand the relationships in a selected community and how this affects access to and distribution of resources. Conflict sensitive aspects, such as promoting human security, addressing the sources of inequality and discrimination, must also be taken into account. The Logical Framework proposed can be complemented by a conflict sensitivity analysis, including acknowledgement of potential risks that can have an impact on the targeted communities. Conflict sensitivity need also to be considered in the budget and work plans.

Involvement of the local institutions and local communities and especially the disadvantaged and vulnerable groups in selected Districts must go beyond economic empowerment. The DELPAZ Manica and Tete Sub-Programme has to facilitate, on one side, the participation of local communities in planning- and decision-making processes and, on the other side, the preparation of local authorities for more inclusive and more participatory processes, ensuring that local needs, interests and priorities are taken into due account.

In all activities, strong networks and relationships between the different stakeholders, i.e. governmental and non-governmental actors, agribusinesses, traders, service providers, supporting institutions etc. need to be established or reinforced. As such, multi-stakeholder, multi-level partnerships (including with national, regional and international actors where they can ensure good practices and added value) should contribute to better understanding of each other's needs and opportunities.

Linkages and interdependencies across SO2 (Local Development) and SO1 (Local Governance) Activities

SO1 and SO2 are closely linked to each other. SO1 will train and provide quality assurance to enhance inclusive local governance and inclusive processes within conflict-affected districts by promoting methodologies for community participation in district planning and accountability linked to local dialogue for peace building. Based on district plans developed in dialogue with community representatives, SO2 will focus on working directly with both communities and local service providers, public and private, to improve the livelihoods of rural communities in conflict-affected districts, with a special focus on women, youth and disadvantaged groups. There are three main links between SO1 and SO2:

- a) the links between community demand and the supply of developmental interventions through the local planning process;
- b) the focus on a methodological frame for local planning that links public services, economic development, and environmental resiliency and sustainability; and
- c) the approach to social inclusion of women, youth and other marginalized groups in local planning, management, and participatory governance of local development.

The on-going peace process provides an opportunity for increased accountability and ownership from all actors. The selected applicants should seek to maximise opportunities to promote collaboration and facilitate dialogue between government actors, communities, CSOs, CBOs, the private sector, training institutions, to tackle marginalisation, and lack of equal access to resources and decision-making.

Cross cutting issues

The crosscutting issues are fundamental elements of DELPAZ Manica and Tete Sub-Programme that is designed in order to ensure that gender equality, human rights, social inclusion, environmental sustainability, climate action and disaster risk reduction are both guiding principles and key outcomes. A twin-track approach must be adopted that combines mainstreaming of crosscutting issues across the entire programme with specific activities aimed at women, youth and disadvantaged groups and at ensuring that the programme promotes environmental sustainability and strengthen resilience to climate change, considering:

- **Resilience and conflict sensitivity.**
- **Gender:** carefully monitoring and fostering the participation of women in local economic development activities, on and off-farm; including measures to ensure that they have access to training opportunities; thoroughly assess the gender impact of infrastructural interventions funded both at planning stage and after their completion. Methodologies and tools promoted by DELPAZ Manica and Tete Sub-Programme should be gender-responsive. The intervention is expected to contribute to EU Action Plan on Gender Equality and Women's Empowerment (GAPII) and to SDG5, therefore ensuring that women and girls can equally participate and benefit through the twin-track approach explained above. Gender need to be mainstreamed in all the activities: including in training the involved institutions so that they are able to provide more gender-sensitive responses, as well as the identification of specific activities aimed at women (i.e., targeting women's only farmers associations), and gender quotas where necessary (i.e. in the provision of scholarships), taking into consideration (through gender-responsive methodologies) and addressing the specific barriers that they face (i.e. care responsibilities and time management) through promoting access to low-cost, accessible technologies.
- **Human rights:** activities must directly or indirectly contribute to several human rights. Local government officials and other collaborating organizations must ensure that the action does not induce any impairment of human rights or contribute to exclusion and marginalization of population groups due to their political

affiliation, social status, age or sex.

- **People with disabilities:** to be included in all the activities;
- **Environment and climate change:** farming as well as non-farming activities will not be done to the detriment of the environment and climate, encompassing biodiversity, natural resources and ecosystem services. The activities have to make sustainable use of natural resources and contribute to improve water and soil conservation while preventing pollution and by applying resource efficiency approaches. Climate-smart farming and the diversification of livelihoods through off-farm and non-farm income generation have to enhance the resilience of households, individual farmers and associations, especially the most vulnerable, to climate shocks and changing conditions. In all agricultural value chains, the entry points to implement climate-smart agriculture will be at multiple level and will be based on – and contribute to the realization of – existing frameworks, strategies, and plans. Local, well-known, sufficiently structured value chains must be identified, with priority for those that directly contribute to food security and biodiversity conservation. The promotion of economic growth with special focus on agriculture has potential environmental risks (such as increasing pressure on natural resources, soil impoverishment, pollution hence contamination of environmental compartments). Therefore, a variety of mixed climate adaptation-mitigation measures can be proposed and promotion of biodiversity to increase climate resilience and contribute to the sustainable intensification of crop production.

Following the principle of “leave no one behind” the intervention need to support target communities and groups through enabling:

- I. Inclusion, participation in and benefit from agricultural value chains and other economic activities;
- II. Equal or targeted access to resources, infrastructures, and services (e.g. related to land, information, rights, markets etc.);
- III. Participation in planning, budgeting and decision-making processes that affect their lives;
- IV. Strengthening capabilities for negotiations, articulation, etc. and resilience.

A participatory local approach will be followed to ensure that individuals and groups are not excluded but are heard and included in²².

1.2.7. Additional information

The applicants will need to make sure that their methodology explicitly states how the strategic approach outlined in section 1.2.3 will be embedded in their proposal.

The proposal must also include an **Inception Phase** (2,5 months maximum) in which:

- in close coordination with AICS, EU and the other DELPAZ partners, selected applicants will establish a **Baseline** for DELPAZ Manica and Tete Sub-Programme, identifying key programme indicators as specified in the Logical Framework (referred to SO2) and a **Social Mapping** in the selected Districts of Manica and Tete to provide detailed diagnostic situation assessment, with a focus on social dynamics of social exclusion and drivers of local conflict²³;
- the beneficiary communities and groups will be identified (based on social mapping results) in close coordination with AICS, EU and the other DELPAZ implementing partners and in collaboration with key public and civil society stakeholders; during the implementation period, the food insecurity status of the targeted communities will be further investigated, including with an assessment of the consequences of the COVID-19 pandemic on households coping strategy;
- a multidimensional, context-specific and climate gender-responsive assessment of local context need to be carried out, in consultation with AICS and with key public and private actors and civil society,

²² The communities / localities targeted by the local economic development activities will possibly host individuals in process of reintegration and community resilience activities should proceed even if the DDR process comes to a halt. Furthermore, it is likely that these communities also host individuals demobilized in 1992 and still struggling with their reintegration. Including them in the programme will not only contribute to their socio-economic reintegration but also to reach larger outcomes in terms of peace, reconciliation, and stability.

²³ The respective terms of reference for Baseline study and Social Mapping study must follow DELPAZ guidelines: they need to be prepared in collaboration with AICS PMU, agreed and approved by AICS.

to identify the most promising sectors that can contribute to reducing socio-economic vulnerability in selected Districts. This analysis will have to serve also for an environmental purpose, to have: (1) an update on the macroeconomic trends in the expected aftermath of the COVID-19 pandemic and its impact on rural livelihoods and the different groups targeted by DELPAZ and (2) to increase local knowledge, perceptions and attitudes towards environmental action from institutional stakeholders at District level and DELPAZ beneficiaries in order to properly tailor the activities and define the environmental mainstreaming actions to be implemented across the programme duration.

In order to ensure coordination with the activities envisaged by the governance component, in coordination with AICS and UNCDF, support is expected:

- 1) for local participatory processes linking local CSOs with conflict-affected communities and marginalized populations for inclusive sustainable climate-resilient local development;
- 2) to district planning teams for community consultations, data collection, monitoring and analysis of local potentials and priorities.

Technical inputs related to planning of local economic development initiatives, on farm and off farm, based on prioritized SO2 activities need to be shared. Involvement of local community-based and civil society within districts that will support facilitation of social inclusion and gender empowerment activities and for dialogue related to conflict mitigation and peace building at community level must be promoted. Capacity building activities need also to be coordinated with AICS, UNCDF and its partners.

Furthermore, activities under DELPAZ-Manica and Tete Sub – Programme need to be included in or to be complementary to the “*Plano e Orçamento dos Órgãos de Governação Descentralizada Provincial*”²⁴ and to the selected Districts’ plans.

For applicants to carry out the technical assessments needed to respond to this Call for Proposals, it is important to approach local authorities introducing the programmatic framework within which the activities will be implemented. Interested applicants are expected to provide their staff visiting the Districts with an introduction letter indicating the name of the applicant staff that will carry out the technical assessment and the purpose of the visits. The Italian Agency for Development Cooperation’s role and the EU funding should always be stressed to facilitate the interaction with the local authorities involved.

AICS cannot share contacts with the applicants in the selected Provinces and Districts and cannot issue supporting letters for applicants to facilitate technical assessments.

AICS cannot share data and information gathered during preliminary need assessments.

DELPAZ Manica and Tete Sub-Programme is carried out in close coordination with Provincial Governments, the Ministry of Agriculture and Rural Development (MADER)/ National Directorate for Local Economic Development and the Ministry of Land and Environment/ National Directorate for Climate Change. Continuous coordination is expected between governance component (SO1) and economic development component (SO2). At the provincial and district level, coordination with local institutions with competence on the sectors involved in the initiative must be guaranteed.

Close coordination is also expected with other aid actors that will be implementing complementary activities in the same Districts. Opportunities for coordination and synergies need to be reported.

In order to facilitate the effective implementation of DELPAZ- Manica and Tete, AICS has established a Program Management Unit (PMU) in Maputo that acts as AICS’s managing entity for DELPAZ, working in close collaboration with key government actors at Central, Provincial and District level and with the different relevant stakeholders. Furthermore, the AICS office in the city of Chimoio (Manica Province) will support the supervision and monitoring of the activities in the field.

²⁴ And other relevant policy tools at the provincial and district level.

In compliance with the security conditions, the selected applicants must install their respective base of operations as close as possible to the locations where the activities are carried out, in order to promote efficiency and effectiveness. During the implementation phase, operational solutions can be reviewed, evaluated and agreed to ensure greater efficiency and effectiveness of the programme.

At the district level, the SDAEs (*Serviço Distrital de Actividades Económicas*) and SDPIs (*Serviço Distrital de Planeamento e Infraestruturas*) are key interlocutors for programme activities.

At Manica and Tete provincial level, a Provincial Project Coordinating Committee (PPCC) for DELPAZ will be set up, in coordination with the provincial authorities. The selected applicants can be invited to participate in the PPCC meetings, as observers as agreed by AICS, the provincial authorities and the other DELPAZ partners, to improve coordination of interventions and strategic harmonization with local plans.

Results and management monitoring.

Day-to-day technical and financial implementation monitoring of the DELPAZ Manica and Tete Sub-Programme will be a continuous process and part of the responsibility of AICS DELPAZ PMU, in collaboration with the provincial and district governments, as well as grantees and contractors. For this, relevant activity implementation information will be collected from selected implementing partners and presented for technical and management purposes semi-annually²⁵.

DELPAZ programme will establish a global results-based monitoring and evaluation system aiming at monitoring inputs and outputs and evaluating the outcomes, harmonised among different DELPAZ partners (UNCDF, AICS and ADA), agreeing on a system of common methodological and procedure basis to collect and transmit required M&E data. Selected applicants will be required to organize and provide data on compliance with the agreements made between DELPAZ partners, following AICS instructions.

AICS will set up a system for results monitoring through external services. The monitoring system under this Call for Proposals will only refer to internal management monitoring.

1.3. FINANCIAL ALLOCATION PROVIDED BY THE CONTRACTING AUTHORITY

The overall indicative amount made available under this Call for Proposals is EUR 6.280.000. The contracting authority reserves the right not to award all the funds.

Indicative allocation of funds by lot/geographical distribution:

- **Lot 1 - MANICA**, Indicative allocation: EUR 3.925.000, Districts in the Province of Manica: Barue, Macossa, Tambara and Guro (82,17%), plus Gondola (17,83%)
- **Lot 2 - TETE**, Indicative allocation: EUR 2.355.000, Districts in the Province of Tete: Tsangano and Moatize (70,28%), plus Doa (29,72%)

The cost per district must comply with the percentages indicated for each lot.

Given the volatile environment, possible adjustments within each Lot may be negotiated according to the provisions of the General Conditions.

Size of grants

Any grant requested under this call for proposals must fall between the following maximum amounts:

Lot 1 - MANICA: Districts in the Province of Manica: Barue, Macossa, Tambara, Guro and Gondola

²⁵ The periodicity and modalities of providing information may be reviewed and agreed with AICS during the implementation phase.

- minimum amount: EUR 3.336.250
- maximum amount: EUR 3.925.000

Lot 2 - TETE: Districts in the Province of Tete: Tsangano, Moatize and Doa

- minimum amount: EUR 2.001.750
- maximum amount: EUR 2.355.000.

Each proposal is expected to cover interventions in all the Districts listed under each lot, within the defined maximum budget. However, given the volatile environment, possible adjustments in the implementation phase within each Lot may be negotiated according to the provisions of the General Conditions.

The budget for Activity 2.1.1 cannot exceed 31,85% of the total budget for each lot.

2. RULES FOR THIS CALL FOR PROPOSALS

These guidelines set out the rules for the submission, selection and implementation of the actions financed under this call, in conformity with the practical guide, which is applicable to the present call (available on the internet at this address <http://ec.europa.eu/europeaid/prag/document.do?locale=en>).²⁶

2.1. ELIGIBILITY CRITERIA

There are three sets of eligibility criteria, relating to:

(1) the actors:

- The **'lead applicant'**, i.e. the entity submitting the application form (2.1.1),
- if any, its **co-applicant(s)** (**where it is not specified otherwise the lead applicant and its co-applicant(s) are hereinafter jointly referred as 'applicant(s)'**) (2.1.1),
- and, if any, **affiliated entity (ies)** to the lead applicant and/or to a co-applicant(s). (2.1.2);

(2) the actions:

Actions for which a grant may be awarded (2.1.4);

(3) the costs:

- types of cost that may be taken into account in setting the amount of the grant (2.1.5).

2.1.1. Eligibility of applicants (i.e. lead applicant and co-applicant(s))

Lead applicant

(1) In order to be eligible for a grant, the lead applicant must:

- be a legal person **and**

²⁶ Note that a lead applicant (i.e. a coordinator) whose pillars have been positively assessed by the European Commission and who is awarded a grant will not sign the standard grant contract published with these guidelines but a contribution agreement based on the contribution agreement template. All references in these guidelines and other documents related to this call to the standard grant contract shall in this case be understood as referring to the relevant provisions of the contribution agreement template.

- be non-profit-making **and**
- be a non-governmental organization or public sector operator or local authority **and**
- be established in²⁷ a Member State of the European Union or in countries eligible under EDF-ENI- and DCI- funded programmes (see PRAG Annex a2a for the list of eligible countries)²⁸ **and**²⁹
- be directly responsible for the preparation and management of the action with the co-applicant(s) and affiliated entity(ies), not acting as an intermediary **and**
- be able to effectively operate in Mozambique³⁰;
- demonstrate expertise and/or experience in the following fields (preferably in a developing country): conflict mitigation and peace building, reintegration and reconciliation, decentralized governance and territorial planning, social inclusion and women's empowerment, inclusive market systems; community resilience; community based development; climate smart solution for rural development, climate and gender-sensitive value chains in rural areas.³¹

(2) Potential applicants may not participate in calls for proposals or be awarded grants if they are in any of the situations listed in Section 2.6.10.1 of the practical guide:

Lead applicants, co-applicants, affiliated entities and, in case of legal entities, persons who have powers of representation, decision-making or control over the lead applicant, the co-applicants and the affiliated entities are informed that, should they be in one of the situations of early detection or exclusion according to Section 2.6.10.1 of the practical guide, personal details (name, given name if natural person, address, legal form and name and given name of the persons with powers of representation, decision-making or control, if legal person) may be registered in the early detection and exclusion system, and communicated to the persons and entities concerned in relation to the award or the execution of a grant contract. In this respect, provisionally selected lead applicants, co-applicants and affiliated entities are obliged to declare that they are not in one of the exclusion situations through a signed declaration on honour (PRAG Annex A14). For grants of EUR 60 000 or less, no declaration on honour is required. See section 2.4.

In Part B Section 8 of the grant application form ('declaration(s) by the lead applicant'), the lead applicant must declare that the lead applicant himself, the co-applicant(s) and affiliated entity (ies) are not in any of these situations.

²⁷ To be determined on the basis of the organisation's statutes, which should demonstrate that it has been established by an instrument governed by the national law of the country concerned and that its head office is located in an eligible country. In this respect, any legal entity whose statutes have been established in another country cannot be considered an eligible local organisation, even if the statutes are registered locally or a 'Memorandum of Understanding' has been concluded.

²⁸ With regard to Israeli entities, please follow Guidelines on the eligibility of Israeli entities and their activities in the territories occupied by Israel since June 1967 for grants, prizes and financial instruments funded by the EU from 2014 onwards (OJ C 205, 19.7.2013, p. 9).

²⁹ For UK applicants: Please be aware that following the entry into force of the EU-UK Withdrawal Agreement* on 1 February 2020 and in particular Articles 127(6), 137 and 138, the references to natural or legal persons residing or established in a Member State of the European Union and to goods originating from an eligible country, as defined under Regulation (EU) No 236/2014** and Annex IV of the ACP-EU Partnership Agreement***, are to be understood as including natural or legal persons residing or established in, and to goods originating from, the United Kingdom ****. Those persons and goods are therefore eligible under this call.

* Agreement on the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the European Union and the European Atomic Energy Community.

** Regulation (EU) No 236/2014 of the European Parliament and of the Council of 11 March 2014 laying down common rules and procedures for the implementation of the Union's instruments for financing external action.

*** Annex IV to the ACP-EU Partnership Agreement, as revised by Decision 1/2014 of the ACP-EU Council of Ministers (OJ L196/40, 3.7.2014)

**** including the Overseas Countries and Territories having special relations with the United Kingdom, as laid down in Part Four and Annex II of the TFEU]

³⁰ Be registered and/or authorized to implement activities in Mozambique or in the process of being registered/authorized; demonstrating to already have an office and staff in Mozambique.

³¹ This set of experience and competences may be complemented by co-applicants and /or affiliate entities.

If awarded the grant contract, the lead applicant will become the beneficiary identified as the coordinator in Annex G (special conditions). The coordinator is the main interlocutor of the contracting authority. It represents and acts on behalf of any other co-beneficiary (if any) and coordinate the design and implementation of the action.

Co-applicant(s)

Co-applicants participate in designing and implementing the action, and the costs they incur are eligible in the same way as those incurred by the lead applicant.

Co-applicants must satisfy the eligibility criteria as applicable to the lead applicant himself.

Co-applicants must sign the mandate in Part B Section 4 of the grant application form.

If awarded the grant contract, the co-applicant(s) (if any) will become beneficiary (ies) in the action (together with the coordinator).

- (3) Applicants included in the lists of EU restrictive measures (see Section 2.4. of the PRAG) at the moment of the award decision cannot be awarded the contract³².

2.1.2. Affiliated entities

Affiliated entity(ies)

The lead applicant and its co-applicant(s) may act with affiliated entity(ies).

Only the following entities may be considered as affiliated entities to the lead applicant and/or to co-applicant(s):

Only entities having a structural link with the applicants (i.e. the lead applicant or a co-applicant), in particular a legal or capital link.

This structural link encompasses mainly two notions:

- (i) Control, as defined in Directive 2013/34/EU on the annual financial statements, consolidated financial statements and related reports of certain types of undertakings:

Entities affiliated to an applicant may hence be:

- Entities directly or indirectly controlled by the applicant (daughter companies or first-tier subsidiaries). They may also be entities controlled by an entity controlled by the applicant (granddaughter companies or second-tier subsidiaries) and the same applies to further tiers of control;
 - Entities directly or indirectly controlling the applicant (parent companies). Likewise, they may be entities controlling an entity controlling the applicant;
 - Entities under the same direct or indirect control as the applicant (sister companies).
- (ii) Membership, i.e. the applicant is legally defined as a e.g. network, federation, association in which the proposed affiliated entities also participate or the applicant participates in the same entity (e.g. network, federation, association,...) as the proposed affiliated entities.

³² The updated lists of sanctions are available at www.sanctionsmap.eu. Please note that the sanctions map is an IT tool for identifying the sanctions regimes. The source of the sanctions stems from legal acts published in the Official Journal (OJ). In case of discrepancy between the published legal acts and the updates on the website it is the OJ version that prevails.

The structural link shall as a general rule be neither limited to the action nor established for the sole purpose of its implementation. This means that the link would exist independently of the award of the grant; it should exist before the call for proposals and remain valid after the end of the action.

By way of exception, an entity may be considered as affiliated to an applicant even if it has a structural link specifically established for the sole purpose of the implementation of the action in the case of so-called 'sole applicants' or 'sole beneficiaries'. A sole applicant or a sole beneficiary is a legal entity formed by several entities (a group of entities) which together comply with the criteria for being awarded the grant. For example, an association is formed by its members.

What is not an affiliated entity?

The following are not considered entities affiliated to an applicant:

- Entities that have entered into a (procurement) contract or subcontract with an applicant, act as concessionaires or delegates for public services for an applicant,
- Entities that receive financial support from the applicant,
- Entities that cooperate on a regular basis with an applicant on the basis of a memorandum of understanding or share some assets,
- Entities that have signed a consortium agreement under the grant contract (unless this consortium agreement leads to the creation of a 'sole applicant' as described above).

How to verify the existence of the required link with an applicant?

The affiliation resulting from control may in particular be proved on the basis of the consolidated accounts of the group of entities the applicant and its proposed affiliates belong to.

The affiliation resulting from membership may in particular be proved on the basis of the statutes or equivalent act establishing the entity (network, federation, association) which the applicant constitutes or in which the applicant participates.

If the applicants are awarded a grant contract, their affiliated entity(ies) will not become beneficiary(ies) of the action and signatory(ies) of the grant contract. However, they will participate in the design and in the implementation of the action and the costs they incur (including those incurred for implementation contracts and financial support to third parties) may be accepted as eligible costs, provided they comply with all the relevant rules already applicable to the beneficiary(ies) under the grant contract.

Affiliated entity(ies) must satisfy the same eligibility criteria as the lead applicant and the co-applicant(s). They must sign the affiliated entity(ies) statement in Part B Section 5 of the grant application form.

2.1.3. Associates and contractors

The following entities are not applicants nor affiliated entities and do not have to sign the 'mandate for co-applicant(s)' or 'affiliated entities' statement':

- Associates

Other organisations or individuals may be involved in the action. Such associates play a real role in the action but may not receive funding from the grant, with the exception of per diem or travel costs. Associates

do not have to meet the eligibility criteria referred to in Section 2.1.1. Associates must be mentioned in Part B Section 6 — ‘Associates participating in the action’ — of the grant application form.

- Contractors

The beneficiaries and their affiliated entities are permitted to award contracts. Associates or affiliated entity(ies) cannot be also contractors in the project. Contractors are subject to the procurement rules set out in Annex IV to the standard grant contract.

2.1.4. Eligible actions: actions for which an application may be made

Definition:

The action is composed of the set of activities described in section 1.2.6.

Duration

The initial planned duration of the action may not exceed 32 months³³ (including 2,5 months for inception phase).

Sectors or themes

Inclusive local economic development; livelihood strategies of rural households; conflict prevention and peace promotion.

Location

Actions must take place in the following districts:

Province	Districts
Manica	Barue, Macossa, Guro, Tambara, Gondola
Tete	Tsangano, Moatize, Doa

Types of action and of activity

Actions proposed by applicants must meet the Specific Outputs and Activities of this Call for Proposals as set out in section 1.2.6.

Given the volatile environment prevailing in Mozambique, flexible planning and adaptive management are key to delivering the expected results and ensure the effectiveness of the Programme. Therefore, during the contracting or implementation phases, AICS (Contracting Authority) reserves the right to negotiate with the selected beneficiary minor re-apportioning of activities in order to (i) optimize thematic and geographic coverage and avoid any possible overlaps/gaps, and (ii) obtain the best value-for-money. AICS will timely publicize any possible change according to the PRAG stipulations and process a contract amendment as required. Moreover, AICS will duly notify the relevant governing bodies of the overall Programme.

Value-adding Principles

³³ The effective duration of the programme will depend on the date the contract is signed.

The applicants will need to make sure that their methodology explicitly states how the below value adding principles will be embedded in their proposals:

1. consultations, assessment of the availability of local partners, suppliers and service providers, the first identification and selection of target beneficiaries and the approach for the activities to be conducted. All proposed actions should address conflict-related risk management;
2. sustainability: all proposed actions should be designed to achieve long-lasting changes. Actions might include measures to strengthen: (i) fair and inclusive access to basic services; (ii) a sense of community ownership; and, (iii) mechanisms for a community to prioritize its own needs. Applicants should give a clear description of how sustainability will be promoted;
3. complementarity: close coordination with SO1 activities, other programmes and projects. The efficiency and effectiveness of the actions are affected by the coordination among the different DELPAZ components, as well as programmes already implemented, ongoing or in the pipeline in the selected Districts. Finding complementarities implies continued information sharing with the relevant stakeholders. Applicants should coordinate with other stakeholders and capture relevant challenges, good practices and lessons learned in their reporting;
4. communication and Visibility: a proactive communication and dissemination policy is key to the visibility of the interventions and to ensure the engagement of the local community. Taking into consideration the peace –process specific challenges and concerns, the applications need to include a minimum set of communication activities proposed, to be implemented in close coordination with the AICS DELPAZ PMU Communication Officer, as described in the paragraph below.
5. National Policy frameworks. The proposed actions should demonstrate awareness of - and synergy with - existing and emerging national policy frameworks³⁴, e.g. technical standards adopted by the relevant Line Ministries National Authorities and coordination with international agencies.

Financial support to third parties³⁵

Applicants may not propose financial support to third parties.

Communications and Visibility

The applicants must take all necessary steps to publicise the fact that the European Union has financed the programme. As far as possible, actions that are wholly or partially funded by the European Union must incorporate information and communication activities designed to raise the awareness of specific or general audiences of the reasons for the action and the EU support for the action in the country or region concerned, as well as the results and the impact of this support.

Applicants must comply with the objectives and priorities and guarantee the visibility of the EU financing (see the Communication and Visibility Manual for EU external actions specified and published by the European Commission at http://ec.europa.eu/europeaid/funding/communication-and-visibility-manual-eu-external-actions_en).

The application shall include a section about communications & visibility, where applicants present a list of specific communication activities and related resources – as per below AICS requirements. A dedicated focal point needs to be timely identified: he/she will liaise with the AICS DELPAZ PMU Communication Officer to align on communication objectives, target groups, key messaging, and appropriate visibility channels.

Under the coordination of AICS DELPAZ PMU, communication and visibility components need to be included in the different outputs' activities, in terms of awareness and information campaigns, publicity and

³⁴ With particular reference to the strategies and programmes in the agriculture and rural development sector.

³⁵ These third parties are neither affiliated entity(ies) nor associates nor contractors.

events, knowledge management and good practices. A specific and detailed list of text, audio and video documentation related to beneficiaries' communities is required to be mentioned in the proposal.

AICS DELPAZ PMU will be responsible to coordinate and support the dissemination of any relevant output produced in the framework of the proposal, in collaboration with selected applicants. Moreover, specific communication and visibility activities among the stakeholders and outputs tailored to Italian audience will also be provided and delivered. Official social media, website, newsletter and any possible activity meant to be feed from the field will also be coordinated by the AICS DELPAZ PMU.

In the inception phase, as part of the social mapping activity, it is important to identify the most adopted and popular media in the districts of Manica and Tete, including data and additional information, in order to better prepare awareness and dissemination activities. Partnerships can be promoted with community radios and other locally available means of communication to facilitate effective flows of reliable information on DELPAZ and its key social inclusion messages among community members and district leaders. Furthermore, use of / translation in local languages and easily understandable messages to ensure access to relevant information for all needs must be adopted in all the activities implemented under this Call of Proposals.

Finally, production of guidelines related to crosscutting topics and dissemination of key-messages to be drafted is expected in the framework of specific campaigns dedicated to different categories of beneficiaries, at local and community level, for CSOs, public or private sector.

The selected applicants are required to provide progress update³⁶ including relevant facts and figures.

Selected applicants will also be required to submit the following indicative communication products on a bi-monthly basis: minimum n.1 human interest story including quotes from beneficiaries, and minimum n.1 short video (raw footage) and photo materials (minimum n.3 photos) about activities and operations carried out on the ground throughout the whole trajectory of the action (preliminary phases, implementation and delivery). The package will be defined under the supervision of the AICS DELPAZ PMU Communication Officer. Technical details, quantity and timeframe for the delivery of the above communication items can be revised in consultation with the contracting authority, depending on the circumstances on the ground. The contracting authority on an ad hoc basis can request additional communication items.

Number of applications and grants per applicants / affiliated entities

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 per lot under this call for proposals.

The lead applicant may not be a co-applicant or an affiliated entity in another application of the same lot at the same time.

A co-applicant/affiliated entity may not be the co-applicant or affiliated entity in more than 1 application per lot under this call for proposals.

A co-applicant/affiliated entity may not be awarded more than 1 grant per lot under this call for proposals.

2.1.5. Eligibility of costs: costs that can be included

Only 'eligible costs' can be covered by a grant. The categories of costs that are eligible and non-eligible are indicated below. The budget is both a cost estimate and an overall ceiling for 'eligible costs'.

³⁶ Format, frequency and dimensions to be agreed with contracting authority, on the basis of general conditions for the contract.

The reimbursement of eligible costs may be based on:

- actual costs incurred by the beneficiary(ies) and affiliated entity(ies).

Recommendations to award a grant are always subject to the condition that the checks preceding the signing of the grant contract do not reveal problems requiring changes to the budget (such as arithmetical errors, inaccuracies, unrealistic costs and ineligible costs). The checks may give rise to requests for clarification and may lead the contracting authority to impose modifications or reductions to address such mistakes or inaccuracies. It is not possible to increase the grant or the percentage of EU co-financing as a result of these corrections.

In case of pre-financing payments, first pre-financing payment cannot exceed 10,5% of the maximum budget for each lot.

It is therefore in the applicants' interest to provide a realistic and cost-effective budget.

Eligible direct costs

To be eligible under this call for proposals, costs must comply with the provisions of Article 14 of the general conditions to the standard grant contract (see Annex G of the guidelines).

The applicants (and where applicable their affiliated entities) agree that the expenditure verification(s) referred to in Article 15.7 of the general conditions to the standard grant contract (see Annex G of the guidelines) will be carried out by any external body authorised by the contracting authority.

Eligible indirect costs

The indirect costs incurred in carrying out the action may be eligible for flat-rate funding, but the total must not exceed 7 % of the estimated total eligible direct costs. Indirect costs are eligible provided that they do not include costs assigned to another budget heading in the standard grant contract. The lead applicant may be asked to justify the percentage requested before the grant contract is signed. However, once the flat rate has been fixed in the special conditions of the grant contract, no supporting documents need to be provided.

If any of the applicants or affiliated entity(ies) is in receipt of an operating grant financed by the EU, it may not claim indirect costs on its incurred costs within the proposed budget for the action.

Contributions in kind

Contributions in kind mean the provision of goods or services to beneficiaries or affiliated entities free of charge by a third party. As contributions in kind do not involve any expenditure for beneficiaries or affiliated entities, they are normally not eligible costs.

As an exception, contributions in kind may include personnel costs for the work carried out by volunteers under an action or work programme (which are eligible costs).

Volunteers' work may comprise up to 50 % of the co-financing. For the purposes of calculating this percentage, contributions in kind in the form of volunteers' work must be based on the unit cost provided by the contracting authority. This type of costs must be presented separately from other eligible costs in the estimated budget. The value of the volunteer's work must always be excluded from the calculation of indirect costs.

When the estimated costs include volunteers' work, the grant shall not exceed the estimated eligible costs other than the costs for volunteers' work.

Other co-financing shall be based on estimates provided by the applicant.

Contributions in kind may not be treated as co-financing

However, if the description of the action as proposed includes contributions in kind, the contributions have to be made.

Ineligible costs

The following costs are not eligible:

- debts and debt service charges (interest);
- provisions for losses or potential future liabilities;
- costs declared by the beneficiary(ies) and financed by another action or work programme receiving a European Union (including through EDF) grant;
- purchases of land or buildings, except where necessary for the direct implementation of the action, in which case ownership must be transferred in accordance with Article 7.5 of the general conditions of the standard grant contract, at the latest at the end of the action;
- currency exchange losses;
- credit to third parties;
- salary costs of the personnel of national administrations.

Ethics clauses and Code of Conduct

a) Absence of conflict of interest

The applicant must not be affected by any conflict of interest and must have no equivalent relation in that respect with other applicants or parties involved in the actions. Any attempt by an applicant to obtain confidential information, enter into unlawful agreements with competitors or influence the evaluation committee or the contracting authority during the process of examining, clarifying, evaluating and comparing applications will lead to the rejection of its application and may result in administrative penalties according to the Financial Regulation in force.

b) Respect for human rights as well as environmental legislation and core labour standards

The applicant and its staff must comply with human rights. In particular and in accordance with the applicable act, applicants who have been awarded contracts must comply with the environmental legislation including multilateral environmental agreements, and with the core labour standards as applicable and as defined in the relevant International Labour Organisation conventions (such as the conventions on freedom of association and collective bargaining; elimination of forced and compulsory labour; abolition of child labour).

Zero tolerance for sexual exploitation, abuse and harassment

The European Commission applies a policy of 'zero tolerance' in relation to all wrongful conduct which has an impact on the professional credibility of the applicant.

Physical abuse or punishment, or threats of physical abuse, sexual abuse or exploitation, harassment and verbal abuse, as well as other forms of intimidation shall be prohibited.

c) Anti-corruption and anti-bribery

The applicant shall comply with all applicable laws and regulations and codes relating to anti-bribery and anti-corruption. The European Commission reserves the right to suspend or cancel project financing if corrupt practices of any kind are discovered at any stage of the award process or during the execution of a contract and if the contracting authority fails to take all appropriate measures to remedy the situation. For the purposes of this provision, 'corrupt practices' are the offer of a bribe, gift, gratuity or commission to any person as an inducement or reward for performing or refraining from any act relating to the award of a contract or execution of a contract already concluded with the contracting authority.

d) Unusual commercial expenses

Applications will be rejected or contracts terminated if it emerges that the award or execution of a contract has given rise to unusual commercial expenses. Such unusual commercial expenses are commissions not mentioned in the main contract or not stemming from a properly concluded contract referring to the main contract, commissions not paid in return for any actual and legitimate service, commissions remitted to a tax haven, commissions paid to a payee who is not clearly identified or commissions paid to a company which has every appearance of being a front company.

Grant beneficiaries found to have paid unusual commercial expenses on projects funded by the European Union are liable, depending on the seriousness of the facts observed, to have their contracts terminated or to be permanently excluded from receiving EU/EDF funds.

e) Breach of obligations, irregularities or fraud

The contracting authority reserves the right to suspend or cancel the procedure, where the award procedure proves to have been subject to breach of obligations, irregularities or fraud. If breach of obligations, irregularities or fraud are discovered after the award of the contract, the contracting authority may refrain from concluding the contract.

2.2. HOW TO APPLY AND THE PROCEDURES TO FOLLOW

Information in PADOR will not be drawn upon in the present call.

2.2.1. Application Form

Applications must be submitted in accordance with the instructions on the concept note and the full applications in the grant application form annexed to these guidelines (Annex A).

Applicants must apply in English.

Any error or major discrepancy related to the points listed in the instructions on the concept note or any major inconsistency in the application e.g. if the amounts in the budget worksheets are inconsistent) may lead to the rejection of the application.

Clarifications will only be requested when the information provided is unclear and thus prevents the Contracting Authority from conducting an objective assessment.

Hand-written applications will not be accepted.

Please note that only the grant application form and the published annexes which have to be filled in (budget, logical framework) will be evaluated. It is therefore of utmost importance that these documents contain ALL the relevant information concerning the action.

With the application the lead applicant also has to submit completed registration form (Annex F and/or Annex D) for the lead applicant, each (if any) co-applicants and each (if any) affiliated entities.

A complete Declaration on Honour (Annex H) for the lead applicant, each (if any) co-applicants and each (if any) affiliated entities must be submitted, as stated in the declaration by the lead applicant (Section 8 of Part B of the grant application form).

No additional annexes should be sent.

2.2.2. Where and how to send applications

Applications must be submitted in one (1) original and one (1) copy in A4 size, each bound. The complete application form (Part A: concept note and Part B: full application form), budget and logical framework must also be supplied in electronic format (CD-ROM or USB stick) in a separate and single searchable file (i.e. the application must not be split into several different files). The electronic file must contain exactly the same application as the paper version enclosed.

The checklist (Section 7 of Part B of the grant application form) and the declaration by the lead applicant (Section 8 of Part B of the grant application form) must be stapled separately and enclosed in the envelope.

Where a lead applicant sends several different applications (if allowed to do so by the guidelines of the call), each one has to be sent separately.

The outer envelope must bear the **reference number and the title of the Call for Proposals**, together with the title and number of the lot, the full name and address of the lead applicant, and the words ‘Not to be opened before the opening session’ and ‘*não abrir antes da sessão de abertura*’.

Applications must be submitted in a sealed envelope by registered mail, private courier service or by hand-delivery (a signed and dated certificate of receipt will be given to the deliverer) at the address below:

Postal address and address for hand delivery

Agência Italiana de Cooperação para o Desenvolvimento (AICS) - Sede de Maputo
Rua Damião de Góis, 381
MAPUTO, Mozambique
(Tel.: +258 - 21491787/88)

Applications sent by any other means (e.g. by fax or by e-mail) or delivered to other addresses will be rejected.

Lead applicants must verify that their application is complete using the checklist (Section 7 of Part B of the grant application form). Incomplete applications may be rejected.

<i>2.2.3. Deadline for submission of applications</i>
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The applicants' attention is drawn to the fact that there are two different systems for sending applications: one is by post or private courier service, the other is by hand delivery.

In the first case, the application must be sent before the date for submission, as evidenced by the postmark or deposit slip³⁷, but in the second case, it is the acknowledgment of receipt given at the time of the delivery of the application/full proposal that will serve as proof.

The deadline for the submission of application is **25/01/2022** as evidenced by the date of dispatch, the postmark or the date of the deposit slip. In the case of hand-deliveries, the deadline for receipt is at **25/01/2022 at 16:00** hours local time, as evidenced by the signed and dated receipt. Any application submitted after the deadline will be rejected.

The contracting authority may, for reasons of administrative efficiency, reject any application submitted on time to the postal service but received, for any reason beyond the contracting authority's control, after the effective date of approval of the first evaluation step (i.e. concept note), if accepting concept notes that were submitted on time but arrived late would considerably delay the evaluation procedure) or jeopardise decisions already taken and notified (see indicative calendar under Section 2.5.2).

³⁷ It is recommended to use registered mail in case the postmark would not be readable.

2.2.4. Further information about applications

An information session on this call for proposals will be held on 22/11/2021 at 15:00 hours Maputo time, in virtual mode³⁸.

Questions may be sent by e-mail no later than 21 days before the deadline for the submission of applications to the below address(es), indicating clearly the reference of the Call for Proposals (**1/2021/DELPАЗ Manica and Tete Sub-Programme/ AICS FED/2020/419-614**):

E-mail address: maputo@pec.aics.gov.it

With Cc. to the following address: maputo@aics.gov.it

The contracting authority has no obligation to provide clarifications to questions received after this date. Replies will be given no later than 11 days before the deadline for the submission of applications.

To ensure equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of lead applicants, co-applicants, affiliated entity(ies), an action or specific activities.

No individual replies will be given to questions. All questions and answers as well as other important notices to applicants during the course of the evaluation procedure will be published on AICS Maputo Regional Office website <https://maputo.aics.gov.it/en/home/opportunities/calls/>, as the need arises. It is therefore advisable to consult the above-mentioned website regularly in order to be informed of the questions and answers published.

Please note that the contracting authority may decide to cancel the Call for Proposals procedure at any stage according to the conditions set out in Section 6.5.9 of the PRAG.

2.3. EVALUATION AND SELECTION OF APPLICATIONS

Applications will be examined and evaluated by the contracting authority with the possible assistance of external assessors. All applications will be assessed according to the following steps and criteria.

If the examination of the application reveals that the proposed action does not meet the eligibility criteria stated in Section 2.1, the application will be rejected on this sole basis.

³⁸ The link will be published on the AICS Maputo Regional Office website, in the section dedicated to this Call for Proposals.

(1) STEP 1: OPENING & ADMINISTRATIVE CHECKS AND CONCEPT NOTE EVALUATION

During the opening and administrative check the following will be assessed:

- If the deadline has been met. Otherwise, the application will be automatically rejected.
- If the application satisfies all the criteria specified in the checklist Section 7 of Part B of the grant application form. This includes also an assessment of the eligibility of the action. If any of the requested information is missing or is incorrect, the application may be rejected on that **sole** basis and the application will not be evaluated further.

The concept notes that pass this check will be evaluated on the relevance and design of the proposed action.

The concept notes will receive an overall score out of 50 using the breakdown in the evaluation grid below. The evaluation will also check on compliance with the instructions on how to complete the concept note, which can be found in Part A of the grant application form.

The evaluation criteria are divided into headings and subheadings. Each subheading will be given a score between 1 and 5 as follows: 1 = very poor; 2 = poor; 3 = adequate; 4 = good; 5 = very good.

Scores*

1. Relevance of the action		Sub-score	20
1.1 How relevant is the proposal to the objectives and priorities of the call for proposals and to the specific themes/sectors/areas or any other specific requirement stated in the guidelines for applicants? Are the expected results of the action aligned with the priorities defined in the guidelines for applicants (section 1.2)?		5	
1.2 How relevant is the proposal to the particular needs and constraints of the target country(ies), region(s) and/or relevant sectors (including synergy with other development initiatives and avoidance of duplication)?		5	
1.3 How clearly defined and strategically chosen are those involved (final beneficiaries, target groups)? Have their needs (as rights holders and/or duty bearers) and constraints been clearly defined and does the proposal address them appropriately?		5	
1.4 Does the proposal contain particular added-value elements (e.g. innovation, best practices)? and the other additional elements indicated under 1.2. of the guidelines for applicants?		5	
2. Design of the action		Sub-score	30
2.1 How coherent is the overall design of the action? Does the proposal indicate the expected results to be achieved by the action? Does the intervention logic explain the rationale to achieve the expected results?		5x2**	
2.2 Does the design reflect a robust analysis of the problems involved, and the capacities of the relevant stakeholders?		5	

2.3 Does the design take into account external factors (risks and assumptions)?	5	
2.4 Are the activities feasible and consistent in relation to the expected results (including timeframe)? Are results (output, outcome and impact) realistic?	5	
2.5 To which extent does the proposal integrate relevant cross-cutting elements such as environmental/climate change issues, promotion of gender equality and equal opportunities, needs of disabled people, rights of minorities and rights of indigenous peoples, youth, combating HIV/AIDS (if there is a strong prevalence in the target country/region)?	5	
TOTAL SCORE		50

**this score is multiplied by 2 because of its importance

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

Firstly, only the concept notes with a score of at least 30 will be considered for pre-selection.

Secondly, the number of concept notes will be reduced, taking account of the ranking, to the number of concept notes whose total aggregate amount of requested contributions is equal to 200% of the available budget for this call for proposals. The amount of requested contributions of each concept note will be based on the indicative financial envelopes for each lot, where relevant.

After the evaluation of concept notes, the contracting authority will send letters to all lead applicants, indicating whether their application was submitted by the deadline, informing them of the reference number they have been allocated, whether the concept note was evaluated and the results of that evaluation. The evaluation committee will then proceed with the lead applicants whose proposals have been pre-selected.

(2) STEP 2: EVALUATION OF THE FULL APPLICATION

Firstly, the following will be assessed:

- If the full application satisfies all the criteria specified in the checklist (Section 7 of Part B of the grant application form). This includes also an assessment of the eligibility of the action. If any of the requested information is missing or is incorrect, the application may be rejected on that **sole** basis and the application will not be evaluated further.

The full applications that pass this check will be further evaluated on their quality, including the proposed budget and capacity of the applicants and affiliated entity(ies). They will be evaluated using the evaluation criteria in the evaluation grid below. There are two types of evaluation criteria: selection and award criteria.

The selection criteria help to evaluate the applicant(s)'s and affiliated entity(ies)'s operational capacity and the lead applicant's financial capacity and are used to verify that they:

- have stable and sufficient sources of finance to maintain their activity throughout the proposed action and, where appropriate, to participate in its funding (this only applies to lead applicants);
- have the management capacity, professional competencies and qualifications required to successfully complete the proposed action. This applies to applicants and any affiliated entity(ies).

The award criteria help to evaluate the quality of the applications in relation to the objectives and priorities set forth in the guidelines, and to award grants to projects which maximise the overall effectiveness of the call for proposals. They help to select applications which the contracting authority can be confident will comply with its objectives and priorities. They cover the relevance of the action, its consistency with the objectives of the call for proposals, quality, expected impact, sustainability and cost-effectiveness.

Scoring:

The evaluation grid is divided into Sections and subsections. Each subsection will be given a score between 1 and 5 as follows: 1 = very poor; 2 = poor; 3 = adequate; 4 = good; 5 = very good.

Evaluation grid

Section	Maximum Score
1. Financial and operational capacity	20
1.1 Do the applicants and, if applicable, their affiliated entity(ies) have sufficient in-house experience of project management?	5
1.2 Do the applicants and, if applicable, their affiliated entity(ies) have sufficient in-house technical expertise? (especially knowledge of the issues to be addressed)	5
1.3 Do the applicants and, if applicable, their affiliated entity(ies) have sufficient in-house management capacity? (Including staff, equipment and ability to handle the budget for the action)?	5
1.4 Does the lead applicant have stable and sufficient sources of finance?	5
2. Relevance	20
<i>Score transferred from the Concept Note evaluation</i>	
3. Design of the action	15
3.1 How coherent is the design of the action? Does the proposal indicate the expected results to be achieved by the action? Does the intervention logic explain the rationale to achieve the expected results? Are the activities proposed appropriate, practical, and consistent with the envisaged outputs and outcome(s)?	5
3.2 Does the proposal/Logical Framework include credible baseline, targets and sources of verification? If not, is a baseline study foreseen (and is the study budgeted appropriately in the proposal)?	5
3.3 Does the design reflect a robust analysis of the problems involved, and the capacities of the relevant stakeholders?	5
4. Implementation approach	15
4.1 Is the action plan for implementing the action clear and feasible? Is the timeline realistic?	5
4.2 Does the proposed approach demonstrate adequate and in-depth knowledge of public decentralized system at district level in Mozambique, including planning, timing, processes, methodologies and relevant actors?	5
4.3 Is the co-applicant(s)'s and affiliated entity(ies)'s level of involvement and participation in the action satisfactory?	5

5. Sustainability of the action	15
5.1 Is the action likely to have a tangible impact on its target groups?	5
5.2 Is the action likely to have multiplier effects, including scope for replication, extension, capitalisation on experience and knowledge sharing?	5
5.3 Are the expected results of the proposed action sustainable?: <ul style="list-style-type: none"> - Financially (<i>e.g. financing of follow-up activities, sources of revenue for covering all future operating and maintenance costs</i>) - Institutionally (<i>will structures allow the results of the action to be sustained at the end of the action? Will there be local 'ownership' of the results of the action?</i>) - At policy level (where applicable) (<i>what will be the structural impact of the action — e.g. improved legislation, codes of conduct, methods</i>) - Environmentally (if applicable) (<i>will the action have a negative/positive environmental impact?</i>) 	5
6. Budget and cost-effectiveness of the action	15
6.1 Are the activities and the percentage indicated in the Guidelines appropriately reflected in the budget?	/ 5
6.2 Is the ratio between the estimated costs and the results satisfactory?	/ 10
Maximum total score	100

If the total score for Section 1 (financial and operational capacity) is less than 12 points, the application will be rejected. If the score for at least one of the subsections under Section 1 is 1, the application will also be rejected.

If the lead applicant applies without co-applicants or affiliated entities the score for point 4.3 shall be 5 unless the involvement of co-applicants or affiliated entities is mandatory according to these guidelines for applicants.

Provisional selection

After the evaluation, a table will be drawn up listing the applications ranked according to their score. The highest scoring applications will be provisionally selected until the available budget for this call for proposals is reached. In addition, a reserve list will be drawn up following the same criteria. This list will be used if more funds become available during the validity period of the reserve list.

(3) STEP 3: VERIFICATION OF ELIGIBILITY OF THE APPLICANTS AND AFFILIATED ENTITY(IES)

The eligibility verification will be performed on the basis of the supporting documents requested by the contracting authority (see Section 2.4). It will by default only be performed for the applications that have been provisionally selected according to their score and within the available budget for this call for proposals.

- The declaration by the lead applicant (Section 8 of Part B of the grant application form) will be cross-checked with the supporting documents provided by the lead applicant. Any missing supporting document or any incoherence between the declaration by the lead applicant and the supporting documents may lead to the rejection of the application on that sole basis.
- The eligibility of applicants and the affiliated entity(ies) will be verified according to the criteria set out in Sections 2.1.1, 2.1.2 and 2.1.3.

Any rejected application will be replaced by the next best placed application on the reserve list that falls within the available budget for this call for proposals.

2.4. SUBMISSION OF SUPPORTING DOCUMENTS FOR PROVISIONALLY SELECTED APPLICATIONS

A lead applicant whose application has been provisionally selected or placed on the reserve list will be informed in writing by the contracting authority. It will be requested to supply the following documents in order to allow the contracting authority to verify the eligibility of the lead applicant, (if any) of the co-applicant(s) and (if any) of their affiliated entity(ies)³⁹:

1. The statutes or articles of association of the lead applicant, (if any) of each co-applicant and (if any) of each affiliated entity⁴⁰. Where the contracting authority has recognised the lead applicant's, or the co-applicant(s)'s, or their affiliated entity(ies)'s eligibility for another call for proposals under the same budget line within 2 years before the deadline for receipt of applications, it should be submitted, instead of the statutes or articles of association, a copy of the document proving their eligibility in a former call (e.g. a copy of the special conditions of a grant contract received during the reference period), unless a change in legal status has occurred in the meantime⁴¹. This obligation does not apply to international organisations which have signed a framework agreement with the European Commission.
2. For action grants exceeding EUR 750 000 and for operating grants above EUR 100 000, the lead applicant must provide an audit report produced by an approved external auditor where it is available, and always in cases where a statutory audit is required by EU or national law. That report shall certify the accounts for up to the last 3 financial years available. In all other cases, the applicant shall provide a self-declaration signed by its authorised representative certifying the validity of its accounts for up to the last 3 financial years available.

This requirement shall apply only to the first application made by a beneficiary to an authorising officer responsible in any one financial year.

3. The external audit report is not required from (if any) the co-applicant(s) or affiliated entities.
4. A copy of the lead applicant's latest accounts (the profit and loss account and the balance sheet for the last financial year for which the accounts have been closed)⁴². A copy of the latest account is neither required from (if any) the co-applicant(s) nor from (if any) affiliated entity(ies)).
5. Legal entity sheet (see Annex D of these guidelines) duly completed and signed by each of the applicants (i.e. by the lead applicant and (if any) by each co-applicant), accompanied by the justifying documents requested there. If the applicants have already signed a contract with the contracting authority, instead of the legal entity sheet and supporting documents, the legal entity number may be provided, unless a change in legal status occurred in the meantime.
6. A financial identification form of the lead applicant (not from co-applicant(s)) conforming to the model attached as Annex E of these guidelines, certified by the bank to which the payments will be made. This bank should be located in the country where the lead applicant is established. If the lead applicant has already submitted a financial identification form in the past for a contract where the

³⁹ No supporting document will be requested for applications for a grant not exceeding EUR 60 000.

⁴⁰ Where the lead applicant and/or a co-applicant(s) and/or an affiliated entity(ies) is a public body created by a law, a copy of the said law must be provided.

⁴¹ To be inserted only where the eligibility conditions have not changed from one call for proposals to the other.

⁴² This obligation does not apply to natural persons who have received a scholarship or that are in most need in receipt of direct support, nor to public bodies and to international organisations. It does not apply either when the accounts are in practice the same documents as the external audit report already provided pursuant to Section 2.4.2.

European Commission was in charge of the payments and intends to use the same bank account, a copy of the previous financial identification form may be provided instead.

8. The lead applicant as well as all co-applicants and affiliated entities shall fill in and sign the declaration on honour certifying that they are not in one of the exclusion situations (see Section 2.6.10.1 of the PRAG).

Documents must be supplied in the form of originals, photocopies or scanned versions (i.e. showing legible stamps, signatures and dates) of the said originals.

Where such documents are not in one of the official languages of the European Union, a translation into English of the relevant parts of these documents proving the lead applicant's and, where applicable, co-applicants' and affiliated entity(ies)' eligibility, must be attached for the purpose of analysing the application.

Where these documents are in an official language of the European Union other than English, it is **strongly** recommended, in order to facilitate the evaluation, to provide a translation of the relevant parts of the documents, proving the lead applicant's and, where applicable, co-applicants' and affiliated entity(ies)' eligibility, into English.

If the abovementioned supporting documents are not provided before the deadline indicated in the request for supporting documents sent to the lead applicant by the contracting authority, the application may be rejected.

After verifying the supporting documents, the evaluation committee will make a final recommendation to the contracting authority, which will decide on the award of grants.

NB : In the eventuality that the contracting authority is not satisfied with the strength, solidity, and guarantee offered by the structural link between one of the applicants and its affiliated entity, it can require the submission of the missing documents allowing for its conversion into co-applicant. If all the missing documents for co-applicants are submitted, and provided all necessary eligibility criteria are fulfilled, the above mentioned entity becomes a co-applicant for all purposes. The lead applicant has to submit the application form revised accordingly.

2.5. NOTIFICATION OF THE CONTRACTING AUTHORITY'S DECISION

2.5.1. *Content of the decision*

The lead applicants will be informed in writing of the contracting authority's decision concerning their application and, if rejected, the reasons for the negative decision.

An applicant believing that it has been harmed by an error or irregularity during the award process may lodge a complaint. See further Section 2.4.15 of the practical guide.

Applicants and, if they are legal entities, persons who have powers of representation, decision-making or control over them, are informed that, should they be in one of the situations of early detection or exclusion, their personal details (name, given name if natural person, address, legal form and name and given name of the persons with powers of representation, decision-making or control, if legal person) may be registered in the early detection and exclusion system, and communicated to the persons and entities concerned in relation to the award or the execution of a grant contract.

For more information, you may consult the privacy statement available on http://ec.europa.eu/budget/explained/management/protecting/protect_en.cfm

2.5.2. *Indicative timetable*

	DATE	TIME
1. Information meeting (if any)	22/11/2021	15:00
2. Deadline for requesting any clarifications from the contracting authority	04/01/2022	16:00
3. Last date on which clarifications are issued by the contracting authority	14/01/2022	16:00
4. Deadline for submission of applications	25/01/2022	16:00
5. Information to lead applicants on opening, administrative checks and concept note evaluation (Step 1)	01/02/2022	-
6. Information to lead applicants on the evaluation of the full applications (Step 2)	08/02/2022	-
7. Notification of award (after the eligibility check) (Step 3)	15/02/2022	-
8. Contract signature	03/2022	-

All times are in the time zone of the country of the contracting authority (Mozambique).

This indicative timetable refers to provisional dates (except for dates 2, 3, and 4) and may be updated by the contracting authority during the procedure. In such cases, the updated timetable will be published on AICS Maputo Regional Office website: <https://maputo.aics.gov.it/en/home/opportunities/calls>.

2.6. CONDITIONS FOR IMPLEMENTATION AFTER THE CONTRACTING AUTHORITY'S DECISION TO AWARD A GRANT

Following the decision to award a grant, the beneficiary(ies) will be offered a contract based on the standard grant contract (see Annex G of these guidelines). By signing the application form (Annex A of these guidelines), the applicants agree, if awarded a grant, to accept the contractual conditions of the standard grant contract. Where the coordinator is an organisation whose pillars have been positively assessed, it will sign a contribution agreement based on the contribution agreement template. In this case references to provisions of the standard grant contract and its annexes shall not apply. References in these guidelines to the grant contract shall be understood as references to the relevant provisions of the contribution agreement.

Implementation contracts

Where implementation of the action requires the beneficiary(ies) and its affiliated entity(ies) (if any) to award procurement contracts, those contracts must be awarded in accordance with Annex IV to the standard grant contract.

In this context, a distinction should be made between awarding implementation contracts and subcontracting parts of the action described in the proposal, i.e. the description of the action annexed to the grant contract, such subcontracting being subject to additional restrictions (see the general terms and conditions in the model grant contract).

Awarding implementation contracts: implementation contracts relate to the acquisition by beneficiaries of routine services and/or necessary goods and equipment as part of their project management; they do not cover any outsourcing of tasks forming part of the action that are described in the proposal, i.e. in the description of the action annexed to the grant contract.

Subcontracting: Subcontracting is the implementation, by a third party with which one or more beneficiaries have concluded a procurement contract, of specific tasks forming part of the action as described in annex to the grant contract (see also the general terms and conditions in the model grant contract).

3. LIST OF ANNEXES

DOCUMENTS TO BE COMPLETED

- Annex A: Grant application form (Word format)
Annex B: Budget (Excel format)
Annex C: Logical framework (Word format)
Annex D: Legal entity sheet
Annex E: Financial identification form
Annex F: Organization off-line form
Annex H: Declaration on Honour

DOCUMENTS FOR INFORMATION⁴³

Annex G: Standard grant contract

- Annex II: general conditions
- Annex IV: contract award rules
- Annex V: standard request for payment
- Annex VI: model narrative and financial report
- Annex VII: model report of factual findings and terms of reference for an expenditure verification of an EU financed grant contract for external action
- Annex VIII: model financial guarantee
- Annex IX: standard template for transfer of ownership of assets

Annex I: Daily allowance rates (per diem), available at the following address:

http://ec.europa.eu/europeaid/funding/about-procurement-contracts/procedures-and-practical-guide-prag/diems_en

Annex J: Information on the tax regime applicable to grant contracts signed under the call

PRAG Annex a2a: Rules of nationality and origin - Eligibility (2014-2020)

Useful links:

Project Cycle Management Guidelines

http://ec.europa.eu/europeaid/aid-delivery-methods-project-cycle-management-guidelines-vol-1_en

The implementation of grant contracts

A Users' Guide

<http://ec.europa.eu/europeaid/companion/document.do?nodeNumber=19&locale=en>

Financial Toolkit

http://ec.europa.eu/europeaid/funding/procedures-beneficiary-countries-and-partners/financial-management-toolkit_en

Please note: The toolkit is not part of the grant contract and has no legal value. It merely provides general guidance and may in some details differ from the signed grant contract. In order to ensure compliance with their contractual obligations beneficiaries should not exclusively rely on the toolkit but always consult their individual contract documents. * **

⁴³ These documents should also be published by the contracting authority.