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Contracting authority: Italian Agency for Development Cooperation
(AICS) – Addis Abeba Office

**Project “Sustainable Support to Persons Displaced by Conflict and
Natural Disasters and their Host Communities in Afar Region of
Ethiopia”**

Guidelines
for grant applicants

NDICI AFRICA/2023/451-656 - AID 012978 – Budget Line 4.1

Reference: Call for Proposals #1/12978 CFP 12.2024

Deadline for submission of full application: 07/03/2025 at 5:00 PM(EAT)

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. SUSTAINABLE SUPPORT TO PERSONS DISPLACED BY CONFLICT AND NATURAL DISASTERS AND THEIR HOST COMMUNITIES IN AFAR REGION OF ETHIOPIA

1.1. BACKGROUND

Ethiopia is currently facing a complex crisis due to prolonged internal conflicts and natural disasters and the country is one of the largest displacement contexts globally. IDPs (Internally Displaced Persons) in Ethiopia face various challenges, such as protection concerns, inadequate shelter, disrupted livelihoods, food insecurity, and limited access to essential services. The influx of new populations into host communities, already strained with limited resources, adds further burdens and strains social cohesion. Upon returning, IDPs encounter destroyed homes, damaged infrastructure, land disputes, and the potential for recurring displacement if conflict reignites.

These factors contribute to the deterioration of social ties and structures. The root causes of conflict and social tension are multifaceted, involving competition over scarce resources like grazing land and water, as well as historical grievances leading to stereotyping and discrimination. These factors hinder people from accessing basic services and securing livelihoods. The escalating conflict and tension have also significantly impacted interethnic relations and communities in Ethiopia. These divisions exacerbate the existing humanitarian, economic, and social challenges the country faces.

To support the response to this complex crisis, Italian Agency for Development Cooperation (AICS), the International Organization for Migration (IOM), GIZ, Ethiopian Red Cross Society supported by the Danish Red Cross and UNHCR are implementing the programme “Sustainable support to persons displaced by conflict and natural disasters and their host communities in Afar, Amhara, BSG and Tigray” in four regions of Ethiopia: **Afar**, Amhara, Benishangul Gumuz, and Tigray. The locations to implement the action are selected in consideration of i) areas most affected by conflict and displacement ii) concentration of relocated or projected relocation of IDPs, iii) concentration of IDPs seeking local integration, iv) level of access to basic services and livelihoods. AICS, GIZ and IOM are implementing livelihoods (Specific Objective 1) and WASH programmes (Specific Objective 2) in different target locations: AICS is targeting Afar region, GIZ Benishangul-Gumuz and Tigray region (Shire), and IOM Amhara region and Tigray (Eastern Zone) Red Cross and UNHCR are implementing cross-cutting protection and social cohesion activities in all targeted areas by the WASH and livelihoods programme that will be implemented by other EU funded partner agencies (GIZ, IOM, AICS). The programme is jointly funded by the European Union (EU) and the German Government (BMZ). The project is part of a larger Individual Measure (IM3) with an overall objective “to provide support to forcibly displaced populations and host communities in Ethiopia, with an emphasis on areas affected by man-made disasters and natural and climate hazards”. This project was officially launched from January 2024 with 36 months project implementation period.

1.2. OBJECTIVES OF THE PROGRAMME AND PRIORITY ISSUES

The **Overall Objective of the Programme** covered by this call for proposals is to reduce poverty and improve health and well-being of internally displaced populations (IDPs) and host communities (HC) in Ethiopia.

The **Outcomes of the Program** covered by this call for proposals are:

Outcome 1: Improved living conditions of IDPs¹ and host communities in Afar targeted areas through access to livelihoods, financial support and economic opportunities.

Outcome 2: Improved access to Water, Sanitation and Hygiene (WASH) for IDPs¹ and Host Communities in Afar targeted areas.

The **specific objectives** of this call for proposals are:

¹ The EU funded program is actually targeting both IDPs and returning IDPs, together with the relevant Host Communities. Considering that in some of the targeted woredas/kebeles in Afar, the majority of vulnerable population consists in returning IDPs, the term IDPs shall thus been always considered, within the present document, **as inclusive of both IDPs and returning IDPs**. However, in terms of monitoring indicators, it is deemed imperative to highlight that the disaggregation among the three groups (IDPs, Returning IDPs, Host Communities) will be requested for all pertinent baselines and targets.

1: Improving the living conditions of IDPs, returning IDPs and host communities in Afar targeted areas through access to livelihoods, improved quality of the Technical and Vocational Education and Training (TVET) system, and financial and economic support opportunities.

2: To improve the living conditions of IDPs, returning IDPs and host communities in Afar targeted areas through access to Water, Sanitation and Hygiene (WASH) services designed with gender sensitivity.

The priorities of this call for proposals are: **A)** the provision of rehabilitation and/or construction of **livelihood and WASH** related infrastructures to ensure better health and economic conditions in the targeted woredas and kebeles, **B)** the technical assistance, training and customized outreach courses aimed at (i) improving resilience, sustainable land/water use and soil conservation, (ii) reducing vulnerability and relief aid reliance of the targeted woredas and kebeles (iii) creating new Income Generating Activities (hereinafter IGA) and employment opportunities and/or strengthening existing IGA. Both priorities should also include, among others, the following cross-cutting aspects:

- **Environment.** In alignment with the indications provided by the Ethiopian Federal Government, all actions shall be possibly aimed at facilitating, among others, the following best practices (i) rehabilitation of existing facilities and infrastructures (livelihood and/or WASH related), (ii) introduction of renewable energy² solutions, wherever possible, (ii) improvement of existing sustainable practices and introduction of sustainable water management measures (including, wherever applicable, rain water harvesting), (iii) introduction of resilience building practices, sustainable land use and soil conservation and (iv) promotion of relevant training in the form of Training of Trainers (hereinafter ToT), TVET class and short outreach courses, wherever applicable.
- **Gender.** In alignment with the EU-IM3 program, which includes women (belonging to IDPs, returning and HC groups) among the target beneficiaries, specific measures should be adopted to promote young and adult women's involvement and economic empowerment. Definition or strengthening suitable IGA opportunities shall be targeted. Among others, gender sensitive designing of WASH facilities and any other supporting measure ensuring suitable protection of female beneficiaries, especially while doing their daily activities/chores (e.g. schooling, fetching water, access to sanitation facilities, etc.), shall also be included in the submitted proposals.
- **Disability.** People with Disabilities (hereinafter referred to as PWD) are one of the target groups of the EU-funded initiative, therefore specific measures facilitating the inclusion of persons with disabilities among the beneficiaries shall be envisaged. Among others, ensuring the accessibility of WASH facilities for people with physical disability shall be considered. The provision of training courses and the identification of suitable that may ensure better inclusivity for PWD shall be foreseen.
- **Ownership.** The engagement and participation of the relevant authorities at regional, woreda and kebele levels shall be strengthened in terms of involvement, among others, in the definition of ToT and in joint monitoring activities. Given the specific features of Afar Region and the traditional clan-based system, due attention shall be given to the involvement of elders and relevant communities representatives that may facilitate activities such as awareness creation on hygiene practices or other relevant aspects. Compliance with existing regulations at federal and regional levels shall be ensured.
- **Culture-sensitivity, inclusion and non-discrimination.** The proposed activities shall consider a culture-sensitive approach which prevents imposing technical solutions that, although proven to be very effective elsewhere, may not be accepted by the local communities due to cultural or religious aspects. The WASH facilities gender segregation (toilets for ladies and men shall be separated also in community or public facilities) is an element that shall be duly considered as well as the practice of using water in sanitation facilities. Attention shall be also attached to the proposal of handling human waste for agricultural purposes (fertilizer), which is usually not accepted in Muslim communities. Furthermore, all young people could benefit from equal rights, especially considering that the AICS implemented initiative intends to guarantee that 30% of targeted beneficiary may be youth. Gender unbalances, as mentioned, shall be tackled on the labour market. Surveys aimed at understanding ToT,

² Water pumps are often powered by generator and communities face difficulties in covering the cost of fuel. The Ministry of Water and Energy is supporting the progressive "solarisation" of all water pumps. To this aim, the use of solar water pumps is encouraged and wherever generators are already available, the option of adding inverters and solar option should be considered.

training courses and outreach short trainings participants' and trainers' satisfactions and needs are encouraged.

- **Cooperation with the private sector.** Both livelihoods and WASH components can be enriched by contribution from the private sector. This contribution may be foreseen, among other options, in terms of access to market from agricultural and pastoral value chains, as well as technical assistance contributions to improve TVET didactic offer.

1.3. FINANCIAL ALLOCATION PROVIDED BY THE CONTRACTING AUTHORITY

The overall indicative amount made available under this call for proposals is EUR 6,900,000.00. The contracting authority reserves the right not to award all available funds.

Indicative allocation of funds by lot/geographical distribution:

This call for proposals is divided into 3 Lots according to the following indicative allocation of funds:

LOT	TARGET		PRIORITY OF INTERVENTION	AVAILABLE AMOUNT
	ZONE	WOREDA	KEBELE	
LOT A LIVELIHOOD	1	AFAMBO	HUMADOYTA	€ 2,500,000.00
			ALASA POLA	
	1	CHIFRA	ASKOMA	
			JARA	
	5	TELALAK	AWRE NAMALEFAN	
			GAWIS HAMADIDASA	
LOT B WASH	1	AFAMBO	HUMADOYTA	€ 2,500,000.00
			ALASA POLA	
	1	CHIFRA	ASKOMA	
			JARA	
	5	TELALAK	AWRE NAMALEFAN	
			GAWIS HAMADIDASA	
LOT C TVET & CAPACITY BUILDING	ZONE	WOREDA	TARGET	AVAILABLE AMOUNT
	1	ASAYITA	ADADALE TVET COLLEGE	€ 1,900,000.00
	2	ABA'ALA CITY ADMINISTRATION	ASALE TVET COLLEGE	
	N.A.	CAPACITY BUILDING of BoLS staff and supplies in Semera	to be carried out at SEMERA level and/or in the targeted Woredas/TVET Colleges	

Size of grants

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

Lot A – LIVELIHOODS (Afambo, Chifra and Telalak)

- minimum amount: EUR 2,000,000.00

- maximum amount: EUR 2,500,000.00

Lot B – WASH (Afambo, Chifra and Telalak)

- minimum amount: EUR 2,000,000.00
- maximum amount: EUR 2,500,000.00

Lot C – TVET Rehabilitation and Capacity Building (Asayita and Aba’ala TVET Colleges, BoLS)

- minimum amount: EUR 1,500,000.00
- maximum amount: EUR 1,900,000.00

Any grant requested under this call for proposals must cover the 100%³ of total eligible costs of the action.

The full financing of the actions under this call for proposals is based upon the fact that it includes assistance to uprooted persons and aid in crisis situation (see Section 6.3.9. of the PRAG).

³ Reference is made to the indications provided in Section 6.3.9 of the Practical Guide, where targeting “*assistance to uprooted persons, aid in crisis situation*” justifies the financing of an action in full.

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 <https://wikis.ec.europa.eu/display/ExactExternalWiki/ePRAG>).⁴

2.1. ELIGIBILITY CRITERIA

There are three sets of eligibility criteria, relating to:

(1) the actors (2.1.1.):

- the **'lead applicant'**, i.e. the entity submitting the application form;
- 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)'**);
- and, if any, **affiliated entity(ies)** to the lead applicant and/or to a co-applicant(s);

(2) the actions (2.1.3.):

- actions for which a grant may be awarded;

(3) the costs (2.1.4.):

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

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**
- be non-profit-making **and**
- be a specific type of organization such as: a non-governmental organisation or an international (inter-governmental) organisation as defined by Article 156 of the EU Financial Regulation
- be established in⁵ 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) ⁶**and**

This obligation does not apply to international organisations.

- 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**

⁴ 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.

⁵ 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.

⁶ https://wikis.ec.europa.eu/download/attachments/44168960/a2a_ecprogrammes_eligibility2014_2020_en.docx

- be operational in Ethiopia (either directly or through co-applicant/affiliated entity), and preferably in Afar Region or similar regional context in Ethiopia⁷, for actions similar/equivalent to the ones indicated for the Lot(s) of the present Call for Proposals to which the applicant is submitting its proposal (Livelihood, WASH or TVET and Capacity Building and including civil works), **from at least 3 years prior to the publication of the Call for Proposals**
 - not be registered in the list of subjects undergoing restrictive measures consultable on www.sanctionsmap.eu. This requirement must be owned by all the actors involved in the implementation of the action.
 - have previous experience in managing minimum one project with an overall budget at least equal to 1,500,000.00 Euro for Lot A and B or to 1,000,000.00 Euro for Lot C in the last 5 years prior to the publication of the Call for Proposals.
- For applicants categorized as NGOs (Non-Governmental Organizations): be duly registered with the FDRE Authority for Civil Society Organizations at least six (6) months prior to the publication of the Call for Proposals and/or authorized to operate and implement activities in Ethiopia
 - For applicants categorized as international (inter-governmental): be in the position to work in Ethiopia
- (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 or those placed in the reserve list 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 15 000 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.

The lead applicant may act individually or with co-applicant(s). With the aim of facilitating partnership creations (international/national or national/regional) and mutual exchange of expertise and increasing the operational capacities to work in the specific target woredas/kebeles, although this not being mandatory, lead applicants are encouraged to participate with national and/or Afar co-applicant(s). Consistent explanation of the type of interaction and roles covered by applicant vis-à-vis co-applicant(s) will be considered an asset.

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 sole 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.

⁷ Experience in Afar Region will be considered as comparative advantage in the project implementation and may have an impact in the Design of the Action, notably in Point 2.2 of the Step 1 – evaluation criteria.

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) In addition, please note that contracts cannot be awarded to or signed with applicants included in the lists of EU restrictive measures (see Section 2.4. of the PRAG).

2.1.2. *Affiliated entities*

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.

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 and subcontractors) 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:

An action is composed of a set of activities.

Duration

The initial planned duration of an action may not be lower than 18 months nor exceed 20 months⁸.

Sectors or themes

Main themes to which the actions must relate are the following:

⁸The duration may be extended subject to the extension of the Programme by the EU.

Lot A – LIVELIHOODS

Actions aimed at contributing to the livelihoods domain’s amelioration that could be measured as improvement mainly with reference to the following indicators:

At outcome level

1. Percentage of households (of the 3 target groups) benefiting from the intervention with increased income, disaggregated by migration status, household type (single/two parents), disability status.
2. Number of sustainable jobs⁹ created (net additional jobs), disaggregated by sex, age group, disability status, migration status (GERF 2.13, proxy).
3. Percentage of smallholders practising sustainable agriculture (e.g. conservation agriculture, Climate Smart Agriculture (CSA) approaches, etc.), disaggregated by sex, age group and migration status (core OPSYS indicator, line 1378).
4. Average agricultural yield of supported farmers, disaggregated by crop, sex, age group and migration status (core OPSYS indicator, line 1009).
5. Percentage/Number of target population with improved access to water for agricultural, pastoral or other working uses.

At output level

1. Number of people who have benefited from institution or workplace-based VET/skills development interventions supported by the EU: (a) all VET/skills development, disaggregated by sex, age group, migration status (GERF 2.14).
2. Number of people who benefited from employability measures (apprenticeship, soft skills trainings, linkage/networking events with employers) with the support of the EU-funded intervention.
3. Number of smallholders reached with EU-supported intervention aimed to increase their sustainable production, access to markets [and/or security of land] (GERF 2.1)
4. Number of people with improved access to water for agricultural, pastoral or other working uses

All the three target groups i.e. IDPs, returnees and HC should receive equal attention, and actions shall be always envisaged to provide benefits to all of them.

Lot B – WASH

Actions aimed at contributing to the water, sanitation and hygiene (WASH) domain’s amelioration that could be measured as improvement with reference to, among others, the following indicators:

At outcome level:

1. Percentage of target population with improved access to drinking water.
2. Percentage of target population using improved access to sanitation facilities.
3. Percentage of target population having improved hygiene practices
4. Percentage/Number of target population with improved access to water for agricultural, pastoral or other working uses

At output level:

1. Number of constructed/rehabilitated water facilities in public institutions and at community level with the support of the EU-funded intervention.
2. Number of constructed/rehabilitated sanitation facilities in public institutions or at community level with the support of the EU-funded intervention.
3. Number of people with improved access to water for agricultural, pastoral or other working uses
4. Number of water management public operators and community members with increased knowledge and/or skills on WASH services in the target area (predefined OPSYS indicator, proxy, line 1434).
5. Number of people reached with EU-funded awareness raising campaigns on hygiene and use of WASH services (predefined OPSYS indicator, proxy, line 1435).
6. Number of people trained by the EU-funded intervention who increased their knowledge and/or skills on different thematic areas related to WASH and hygiene (predefined OPSYS indicator, line 1436, proxy).
7. Number of income generating activities (IGA) on WASH maintenance and repair formed by local artisans and entrepreneurs re-started and/or created in the target area with the support of the EU-funded intervention

All the three target groups i.e. IDPs, returnees and HC should receive equal attention, and actions shall be always envisaged to provide benefits to all of them.

⁹ A disaggregation in terms of full time, part time, short term, seasonal jobs, both waged and self-employed will be helpful and should be possibly collected during monitoring activities.

Lot C – TVET Colleges and Capacity Building

Actions aimed at contributing to the strengthening or building local capacities to create/maintain IGA and including the improvement/rehabilitation of selected TVET Colleges, that could be measured as improvement with reference to, among others, the following indicators:

At outcome level

1. Percentage of households (of the 3 target groups) benefiting from the intervention with increased income, disaggregated by migration status, household type (single/two parents), disability status.
2. Number of sustainable jobs⁷ created (net additional jobs), disaggregated by sex, age group, disability status, migration status (GERF 2.13, proxy).
3. [Percentage of smallholders practicing sustainable agriculture (e.g. conservation agriculture, Climate Smart Agriculture (CSA) approaches, etc.), disaggregated by sex, age group and migration status (core OPSYS indicator, line 1378).]

At output level:

1. Number of people who have benefited from institution or workplace-based VET/skills development interventions supported by the EU: (a) all VET/skills development, disaggregated by sex, age group, migration status (GERF 2.14).
2. Number of vocational centres/incubation centres staff provided with capacity building support to provide inclusive training opportunities (IVC & SET).
3. Number of people who benefited from employability measures (apprenticeship, soft skills trainings, linkage/networking events with employers) with the support of the EU-funded intervention.
4. Number of smallholders reached with EU-supported intervention aimed to increase their sustainable production, access to markets and/or security of land (GERF 2.1).
5. Number of linkages made between entrepreneurs/smallholders or MSMEs and potential funding partners (financial institutions, grants, other) – AICS

All the three target groups i.e. IDPs, returnees and HC should receive equal attention, and actions shall be always envisaged to provide benefits to all of them.

Location

Actions must take place in the following country and region: Ethiopia, Afar Region. More specifically, each Lot shall be targeting the woredas listed below, prioritizing the indicated kebeles, where specific needs assessment has been carried out.

LOT	TARGET		PRIORITY OF INTERVENTION
	ZONE	WOREDA	KEBELE
LOT A LIVELIHOOD	1	AFAMBO	HUMADOYTA
			ALASA POLA
	1	CHIFRA	ASKOMA
			JARA
	5	TELALAK	AWRE NAMALEFAN
			GAWIS HAMADIDASA
LOT B WASH	1	AFAMBO	HUMADOYTA
			ALASA POLA
	1	CHIFRA	ASKOMA
			JARA
	5	TELALAK	AWRE NAMALEFAN
			GAWIS HAMADIDASA
LOT C TVET & CAPACITY BUILDING	ZONE	WOREDA	TARGET
	1	ASAYITA	ADADALE TVET COLLEGE
	2	ABA'ALA CITY ADMINISTRATION	ASALE TVET COLLEGE

	N.A.	CAPACITY BUILDING of BoLS staff and supplies in Semera	to be carried out at SEMERA level and/or in the targeted Woredas/TVET Colleges
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The inclusion of additional kebeles within the targeted woredas of each lot can be accepted provided that justifications are duly presented and that it will not lead to deleting essential interventions foreseen in the prioritized kebeles.

Types of action

The types of action which may be financed under each Lot of this call for proposal are summarised here below:

Lot 1 – LIVELIHOODS

Actions relevant to **Lot 1 – Livelihoods** may be those which may effectively contribute to

1. improve the living conditions of IDPs, Returnees and Host Communities through access to livelihoods, financial¹⁰ and economic support opportunities
2. reduce targeted communities’ reliance on aid, decreasing of the agricultural level vulnerability and improving self-sufficiency and the capacity of helping households to move from subsistence only agricultural and livestock rearing practices to including business investment and trade
3. create new sustainable jobs (full time, part time, short term, seasonal jobs, both waged and self-employed) and supporting IGA creation ensuring the inclusion of the most vulnerable groups (youth, women, PWD)
4. enable or initiate agriculture, livestock or trade improvement, having tangible impacts on jobs creation, IGA, increased revenues and/or fair wages for the IDPs, Returnees and Host Communities
5. strengthen the existing value chains (in agricultural, livestock or other domains such as, but not limited to, traditional crafts and artisanat), facilitating value addition, processing, produce transformation and access to market
6. introduce, facilitate or strengthen the acquisition of skills enabling the target groups representatives (i) to adapt their profile and capacities to the market trends, (ii) to improve their farming/rearing livestock techniques, or (iii) to start a new job, business, petty trade activities through customized/on-the-job trainings, short-term outreach courses, and similar activities

Additional actions may be considered provided that they are consistent with the objectives set out in Section 1.2 and contribute to the performance indicators presented in the present Section.

Lot 2 – WASH

Actions relevant to **Lot 2 – WASH** may be those which effectively contribute to:

1. improve the water access coverage in the targeted woredas and kebeles
2. the rehabilitation and/or maintenance of existing water systems that have been damaged by conflict or not presently in use due to poor/no maintenance, giving priority to non-functional water points¹¹ with the aim of ensuring access to improved (and, as far as possible, safe) water for all targeted communities (IDPs, returnees and HC) including the most vulnerable individuals (youth, women, elderly, PWD)
3. the rehabilitation/maintenance and/or amelioration of existing WASH facilities ensuring their functionality and compliance with the local cultural and religious practices, as well as to be gender and disability sensitive
4. upgrade, wherever such intervention is opportune, the existing WASH facilities in terms of increased environmental sustainability and ease of use for the local communities (e.g. inverter and switch to enable the use for both solar and generator-fed pumps, where generators are already existing, addition

¹⁰ The contribution foreseen in terms of access to finance foreseen under the activities to be performed within Lot 1 are mostly related to the coordination with the access to finance action implemented by AICS and namely to the identification of VSLA and eligible individuals, cooperatives, entrepreneurs, smallholders where financial support is more likely to be successful. Financial literacy will be also one aspect that the access to finance activities will cover.

¹¹ The elements that can be object of intervention shall be, at least, but not limited to pipelines, boreholes, water pumps, (elevated) water reservoirs, and any other related items.

- of solar system, introduction of rainwater harvesting techniques that may utilise rainwater for non-drinking water use, etc.)
5. the construction or expansion of reliable water supply system and sanitation facilities at community level or in public institutions (namely, but not limited to health facilities and schools), wherever additional ones are needed based on the number of surrounding households/users or other specific circumstances. The new constructions shall guarantee ease of maintenance, gender and disability sensitive design and compliance with the local cultural and religious customs
 6. increasing the water management public operators (e.g. BoWE, BoIL and WASHCO¹²) knowledge and/or skills on WASH services and at community level¹³ to guarantee basic maintenance and repairing of the facilities.
 7. hygiene promotion training and awareness raising at community level and/or in public institutions (namely, but not limited to health facilities and schools), including distribution of relevant kits.

Additional actions may be considered provided that they are consistent with the objectives set out in Section 1.2 and contribute to the performance indicators presented in the present Section.

Lot 3 – TVET and capacity building

Actions relevant to **Lot 3 – TVET and capacity building** may be those which effectively contribute to:

1. improve the educational offer of the two existing TVET colleges in the **Lot 3** target areas (i) to allow, in an inclusive manner, the acquisition, by trainers and students, of the necessary skills to adapt their own training path to the market trends, possibly including outreach solutions which can facilitate the participation of vulnerable groups (ii) to include on-the-job training experiences matching the needs of ordinary maintenance of the TVET colleges premises (such as, but not limited to, ordinary cleaning, tide up of classrooms and workshop, plumbing and/or electrical repairs, paving access roads, etc) as part of the curricula of the trainees to strengthen a pro-active approach towards solutions and enhance the respect towards the premises and the use of public goods¹⁴
2. facilitate employability measures such as, but not limited to, internship, soft skills trainings, linkage/networking events with the employers, on-the-job training experience, apprenticeship and job placement opportunities and allow the TVET colleges to provide updated courses thanks to a continuous monitoring of market trends and in connection with the initiatives/opportunities offered in the framework of Lot 1 and Lot 2 of the present Call for Proposals
3. the rehabilitation and maintenance of the educational facilities of two existing TVET colleges in the target areas that have been damaged due to conflict or natural hazards, including the supply of materials, equipment or tools¹⁵ needed to ensure the proposed educational offer can be operational in the two existing TVET colleges
4. the provision of solutions and the transfer of best practices aimed at improving the environmental and technical sustainability of the premises of the two existing TVET colleges in the target areas (especially, but not limited to, renewable energy, water use, rainwater harvesting etc)
5. the capacity building for job creation councils, one centre services, but also for private sector representatives (enterprises, companies, businesses) that have been heavily affected by man-made or natural disasters provision of short-term courses
6. the strengthening of the capacities (i) of the local Bureau of Labor and Skills at Regional level, in terms of managerial capacities, skills training, information technology, responsiveness to new market

¹²Bureau of Water and Energy, Bureau of Irrigation and Lowlands, WASH Committees at Community level.

¹³ Ensuring that training on the Operation and Maintenance of all rehabilitated/repared, installed or newly provided facilities and water system are provided to relevant competent local authorities (e.g. BoWE, BoIL and WASHCO Committee) and Community members (clan representative, elderly, but also women representative) will ensure better response, use and sustainability of the provided services/supplies.

¹⁴Other than conflict-related looting, episodes of misuse or vandalism of public properties have been experienced in the TVET colleges, with sink and taps being dismantled and WASH facilities vandalized. Proposing hands-on training and involving the students in repairing and contributing to ordinary maintenance to the premises is meant to support the management of the schools and contribute to the trainees vocational training curricula.

¹⁵ The Asale TVET college in Aba'ala City administration has been looted during the conflict and most of the educational supplies were lost, whereas Adadale TVET college in Asayita is partly equipped, with some obsolete equipment, but also in need of educational supplies. The supplies shall be consistent with the training curricula proposed.

trends, the definition of continuous learning programs for staff, as well as (ii) of the private sector representatives that have been heavily affected by man-made or natural disasters.

Additional actions may be considered provided that they are consistent with the objectives set out in Section 1.2 and contribute to the performance indicators presented in the present Section.

The following types of action are ineligible:

- actions concerned only or mainly with individual sponsorships for participation in workshops, seminars, conferences and congresses
- actions concerned only or mainly with individual scholarships for studies or training courses
- actions including commercial activities
- actions which are ideologically biased or partisan in nature.

Types of activity

The types of activity which may be financed under each Lot of this call for proposal can be, among others but not limited to, the following:

Lot 1 – Livelihoods

Activities that may be carried out through procurement of goods, services or civil works and that may support

1. the strengthening of existing/introducing new sustainable agricultural practices, proposing modern farming techniques, drought-resistant crops, improved methods of crop production, etc.
2. the optimization of soil and water use (such as, but not limited to rainwater harvesting, optimized use of land and water, etc.), sustainable irrigation practices as well as supporting soil conservation techniques (for both agricultural and livestock rearing)
3. the facilitation of livestock health improvement through introduction of rearing adaptable livestock, animal husbandry, amelioration and strengthening of veterinary services, vaccination campaigns, awareness creation on livestock rearing best practices etc.
4. existing conservative agriculture, Climate-Smart Agricultural (CSA) practices¹⁶ and introducing new options that may be consistent with Afar region-specific conditions while sustainably improving livelihoods opportunities
5. the introduction of Income Generating Activities IGA (such as, but not limited to, poultry farming, dairy products, handicrafts production, beekeeping, compost production, petty trades, agricultural products processing etc.) and the provision of relevant outreach trainings, at community level, that can facilitate the inclusion of vulnerable groups (i.e. IDPs, returnees, youth, women, PWD)
6. the improvement of existing or the introduction of new IGA related to maintenance and repair of WASH facilities and other community level services' namely targeting, but not limited to local artisans and entrepreneurs'
7. the engagement of targeted communities' smallholders, farmers, pastoralists and other individuals in the valorisation of existing value chains (among others, date palms, cotton, tomatoes, cereals – e.g. maize, and seeds - e.g. sesame, salt excavation, livestock fattening, producing and trading fish, dairy products, beehive products, etc.), contributing to value addition, and the facilitation of processing and products transformation (grinding, cooking, packaging, etc.) that may lead to improved access to market of locally cultivated crops and agricultural produce, fair payment of agricultural/livestock products, improved salaries etc.
8. the creation or upgrading of cooperatives when such action may facilitate (i) better access to market through shared costs for transportation, (ii) improved negotiation capacities to reach fair payment for crops, (iii) easier access to finance, (iv) youth inclusion and women empowerment (v) PWD inclusion etc.
9. the rehabilitation of existing livelihood related infrastructures (such as, but not limited to, mills, irrigation systems and drinking troughs, agricultural or livestock markets, incubation hubs or outreach

¹⁶Climate-Smart Agricultural practices may be, among others, conservation agriculture techniques – including soil erosion reduction, soil fertility improvement, agroforestry, water management strategies, and improved livestock management.

- courses gathering premises) to be prioritised over new constructions, limiting the commitment to new infrastructures to specific needs and based on assessment and/or needs for improved accessibility
10. the consistent pairing of all activities mentioned above with appropriately inclusive (in terms of duration, feature, premises) technical assistance, training, outreach schemes/courses and capacity building programs that may contribute to creating sustainable jobs, establishing cooperatives and supporting smallholders, farmers, pastoralists communities in the effort of (i) valorising existing value chains, (ii) having suitable access to market and fair wages, as well as (iii) to facilitate operations of value addition and produce transformation that contribute to strengthening local economy
 11. coordination with the activities carried out in the framework of the other Lot, especially if operating in the same target areas
 12. identification, among the target beneficiaries, of businesses, enterprises, and/or individuals which are managing/starting a promising activity which may be complemented by the access to finance component implemented by AICS through the EU funds
 13. other activities consistent to the scope of work of the present Lots and likely to effectively contribute to the Program indicators outlined in the present Section.

Lot 2 – WASH

Activities that may be carried out through procurement of goods, services or civil works and that may support

1. the rehabilitation/maintenance of non-functional parts of the water schemes¹⁷ in the target areas' communities and/or in public institutions (namely, but not limited to, health facilities and schools) to guarantee access to improved water (and, wherever possible, safe water) for all relevant target groups' (IDPs, returnees, HC)¹⁸.
2. the upgrading – on a case-by-case base – of the existing water supply system with the aim of improving its ease of use, maintenance and sustainability, with the provision of items such as, but not limited to, inverter for solar pumps, installation of water treatment system (e.g. by chlorination or filtering), installation of alternative water reservoirs (min: 10,000 lt), drainage work and extension of water sources to accessible sites, fencing, water quality monitoring systems, filtration and UV disinfection unit (notably in schools and health facilities)
3. the construction of reliable water supply systems for communities of the targeted woredas/kebeles where there is no access to water
4. the rehabilitation/maintenance of non-functional communal and/or public institutions' sanitation facilities (namely, but not limited to, health facilities and schools) including, wherever sensible, the provision of modifications aimed at making them compliant with local cultural and religious practices, need for privacy, gender segregation, hygiene standards, security and PWD/elderly accessibility as well as ease of maintenance and of keeping them properly clean
5. the construction of sanitation facilities at community level and/or in public institutions (namely, but not limited to, health facilities and schools) in compliance with the Ethiopian Ministry of Health standard design, which includes showers and hand washing stations and aligned with local cultural and religious practices, need for privacy, hygiene standards, security¹⁹ and gender segregation PWD/elderly accessibility as well as ease of maintenance and of keeping them properly clean. To ensure proper utilization and community acceptance of the sanitation facilities, consultations regarding the location of such facilities shall be always conducted
6. the provision of hygiene promotion and hygiene awareness trainings or campaigns at community level, in the schools and health facilities and/or other related public institutions, ensuring that such activities (i) are based on KAP assessment, (ii) clarify all aspects to be taken into consideration to avoid/mitigate water borne diseases risks, and (iii) are carried out with a local culture-sensitive approach, customized to the target participants²⁰ and involving key-community members, namely clan or elder representatives of the different target groups which may facilitate the participation to such campaigns

¹⁷ The rehabilitation of existing part of the water schemes that require repairing and/or maintenance such as, but not limited to, water points, hand/electric pumps, pipelines, generator, solar panels, etc.

¹⁸ As per AICS July-sept 2024 assessment, in the targeted woredas/kebeles there are at least 7 water schemes not working or only partially working.

¹⁹ Safety together with gender segregation of the sanitation blocks at communities' level but also in public institutions shall be always considered as an important aspect of gender sensitivity which contributes reducing GBV episodes and women/girls' vulnerabilities.

²⁰ Aspects regarding menstrual hygiene shall be handled with due privacy and respect for the women participants.

7. the supply and distribution of WASH related kits, latrine cleaning kits, basic dignity kits²¹, seeking for sustainable solutions to make such items²² more affordable also in the longer term (after project completion)
8. the rehabilitation, installation or construction of water troughs, water ponds, irrigation facilities to guarantee an improved access to water for agricultural, pastoral and/or other working purposes
9. the supply and installation of water harvesting reservoirs with taps to support water points extension and facilitate livelihood related activities such as irrigation and filling of water troughs for livestock
10. the introduction/improvement of composting techniques to sustainably use organic waste as fertilizer
11. the provision of waste disposal solutions, contributing, wherever possible, to initiate waste sorting actions considering that plastic recycling is already among local IGAs, ensuring to prevent water sources contamination and minimizing environmental impact
12. the establishment of WASHCO in communities where such committees are not present, ensuring women representivity and the provision of basic training regarding their roles and responsibilities
13. the consistent training of competent local authorities (BoWE, BoIL, WASHCO, etc) and of at least 3 relevant community members (including women representatives) on the operation and maintenance of all provided facilities/supplies, to ensure their technical sustainability as well as to mitigate the recurring risk of water schemes/water points/WASH facilities to be abandoned or unutilized due to maintenance constraints. Linkages with TVET colleges' courses on the same subjects are encouraged
14. the set-up of training/continuing education courses involving local workers, plumbers, entrepreneurs on WASH related IGA such as, but not limited to, the upgrading of maintenance and repair skills based on the newly provided supplies and/or built facilities. Linkages with TVET colleges' courses on the same subjects are encouraged
15. the consistent pairing of all activities mentioned above with appropriate (in terms of duration, feature, premises) and inclusive technical assistance, training, outreach schemes/courses and capacity building programs that may contribute to creating sustainable jobs or ensuring sustainability to the existing ones
16. coordination with the activities carried out in the framework of the other Lots, especially if operating in the same target areas
17. identification, among the target beneficiaries, of businesses, enterprises, and/or individuals which are managing/starting a promising activity which may be complemented by the access to finance component implemented by AICS through the EU funds
18. other activities consistent to the scope of work of the present Lot and likely to effectively contribute to the Program indicators outlined in the present Section.

Lot 3 – TVET and capacity building

Activities that may be carried out through procurement of goods, services or civil works and that may support

1. the definition of an upgrading program for the two existing TVET colleges in the selected woredas which includes (i) an improved educational offer/inclusive training path adapted to the market trends and labour market needs, (ii) the provision of relevant infrastructural interventions and supply of consistent goods, machineries, equipment and/or other materials²³, and (iii) the creation of links/definition of agreement with the private sector to enable internship and job placement opportunities and/or mutual contributions (skills/technical assistance/provision of workmanship through apprenticeship programs)
2. the design of a plan for the sustainable rehabilitation and maintenance for the educational facilities (workshops, classrooms, dormitories²⁴, hall, administrative rooms, etc) of the two existing TVET colleges in the target areas and that have been damaged due to conflict or natural hazards. The plan

²¹ Such kits may include, but not be limited to, sanitary pads (if applicable, reusable sanitary pads), underwear, body soap, laundry soap, flashlight, etc.

²² Soap and detergents are often not affordable for local communities and households.

²³ Other materials may be, but not limited to, stationary or educational materials.

²⁴ The rehabilitation of the dormitories (Asale TVET College Aba'ala) in or the conversion of some of the existing building into dormitories (Adadale College in Asayita), shall be compliant to gender sensitivity and local custom to maximize the girls/women school attendance and consider all related facilities to guarantee the privacy and hygiene of the trainees (WASH structures including showers, cleaning operations, etc.)

- for rehabilitation and maintenance should possibly consider that the colleges management are encouraging the participation of trainees in the execution of some basic rehabilitation activities as part of their hands-on learning process²⁵. The design and the plan for rehabilitation interventions shall be carried out considering that the works foreseen in each of the 2 TVET colleges shall be completed within the allocated time and that the rehabilitated premises may be operational and consistently equipped²⁶ to be used for the relevant/planned training courses. Technical solutions that can guarantee the use of heavy-duty materials (e.g. for car maintenance workshops), for ease of maintenance and cleaning standards shall be provided
3. the rehabilitation, refurbishment and/or maintenance of the workshops²⁷, WASH facilities, classrooms, dormitories²⁸, administrative rooms, library, meeting hall, etc, including, wherever applicable, but not limited to, roof, false ceiling, partition walls, floors, doors and windows, drainage, plumbing, electric installations, ventilation systems for the two selected TVET colleges
 4. the upgrading of existing systems and/or the provision of new solutions that may support the TVET colleges in terms of better energy efficiency, water management and environmental sustainability (such as, but not limited to, supply of solar panels, water harvesting, septic tanks, etc)
 5. the supply of materials, equipment or tools²⁹ (including protection and safety tools such as googles, masks, gloves and shoes), office furniture and didactic supplies (such as, but not limited to, computer, printer/scanner, blackboard or whiteboard, video projector, desks and chairs, cabinet etc) needed to ensure the proposed educational offer and curricula can be operational in the two TVET colleges
 6. the provision of Training of Trainers courses for the TVET colleges employees and of a first set of updating courses dedicated to the target beneficiaries, aimed to test the proposed upgrades in the educational offer/curricula, and including (short-duration) courses related to the operation and maintenance of the equipment newly supplied to the TVET colleges (e.g. the solar panels, inverters, septic tank management, etc), and ensuring inclusivity and a gender balanced participation to such opportunities
 7. the provision of outreach training solutions enabling the participation of vulnerable groups in the nearby kebeles and their acquisition or improvement of skills that can facilitate their employment, self-employment or initiation of IGA, and that may include, among others the WASH maintenance/repairing skills
 8. the provision of short-term courses, workshops, Training of Trainers solutions targeting job creation councils, one-centre services, but also for private sector representatives (enterprises, companies, etc) that have been heavily affected by man-made or natural disasters, ensuring gender balanced participation to such opportunities
 9. the provision of training and capacity building opportunities for BoLS staff mostly targeting managerial skills, inclusive trainings, information technology, private sector involvement and mobilization to link school to market/businesses with the aim of facilitating internship and apprenticeship programs and ensuring gender balanced participation to such opportunities
 10. coordination with the activities carried out in the framework of the other Lots, especially if operating in the same target areas

²⁵ Both the Asale TVET college in Aba'la and the Adadale TVET College in Asayita hold courses regarding tailoring and construction, plumbing, electricity etc. Involving the students that will participate in the proposed training courses proposed within this Call for Proposals, is considered a valuable aspect and is encouraged by the College Management. In particular, activities such as the production of tailor-made curtains for the classrooms and dormitories or the paving of the entrance alleys with stamped cement tiles, will contribute to engaging the students in hands-on experiences, while making them part of the rehabilitation process as well as ensuring a more respectful attitude towards the public goods and facilities.

²⁶ The plan of intervention shall consider that relevant supplies are foreseen and included in the budget estimation, avoiding that rehabilitated buildings may end up by being left empty due to lack of sufficient funds: the operability of the rehabilitated buildings is a mandatory requirement.

²⁷ In the case of Asayita Adadale College, following an evaluation of the school attendance figures, the conversion of some of the classroom premises into dormitories for resident short-term students can be considered.

²⁸ The rehabilitation of the dormitories (Asale TVET College Aba'ala) in or the conversion of some of the existing building into dormitories (Adadale College in Asayita), shall be compliant to gender sensitivity and local custom to maximize the girls/women school attendance and consider all related facilities to guarantee the privacy and hygiene of the trainees (WASH structures including showers, cleaning operations, etc.)

²⁹ Machineries and equipment may be the following, but not limited to, sewing machines, electric food mixer, gearbox, concrete mixer machine, welding, etc

11. identification, among the target beneficiaries, of businesses, enterprises, and/or individuals which are managing/starting a promising activity which may be complemented by the access to finance component implemented by AICS through the EU funds
12. other activities consistent to the scope of work of the present Lot and likely to effectively contribute to the Program indicators outlined in the present Section.

Financial support to third parties³⁰

Applicants may propose financial support to third parties only in the form of Cash for work, provided it is adequately motivated and justified based on well identified vulnerability criteria for the targeted beneficiaries (IDPs, returnees, host communities).

Applicants may propose financial support to third parties in order to help achieving the objectives of the action with reference to Lot 1 and 2 only.

The maximum amount of financial support per third party is EUR 60 000 except where achieving the objectives of the actions would otherwise be impossible or overly difficult, in which case this threshold can be exceeded³¹. A threshold below EUR 60 000 can be set if appropriate.

In compliance with the present guidelines and notably of any conditions or restrictions in this Section, the lead applicant should define mandatorily in Section 2.1.1 of the grant application form:

- (i) the overall objectives, the specific objective(s) and the outputs³² (i.e. the results) to be achieved with the financial support
- (ii) the different types of activities eligible for financial support, on the basis of a fixed list
- (iii) the types of persons or categories of persons which may receive financial support
- (v) (iv) the criteria for selecting these entities and giving the financial support the criteria for determining the exact amount of financial support for each third entity, and
- (vi) the maximum amount which may be given.

In all events, the mandatory conditions set above for giving financial support (points (i) to (vi)) have to be strictly defined in the grant contract as to avoid any exercise of discretion.

If financial support to third parties is allowed and specific conditions or restrictions apply to this call for proposals:

- A. the persons or categories of persons eligible for financial support must comply with the following requirements:
 - the persons eligible for financial support shall mandatorily include the Project target groups, i.e. IDPs, returnees and/or host communities and willing to stay in the target areas and to be committed to the project requirements
 - the eligible individuals from the target groups shall be among those having clearly defined vulnerabilities such as
 - a) female-headed/elderly-headed/youth headed households, or individuals from female-headed/elderly-headed/youth headed households,
 - b) individuals or households with disability, orphans, chronic illness, (iii)
 - c) persons at risk (Single Parent, Single women, pregnant and lactating women, etc),
 - d) households with higher number of members or individuals coming from comparatively bigger family size,
 - e) households with or individuals from households with many dependents,
 - f) individuals or households having minimal comparative assets
 - g) individuals or households with no means of income to cover basic need,

³⁰ These third parties are neither affiliated entity(ies) nor associates nor contractors.

³¹ Sound justifications shall be provided in such a case.

³² As per OECD DAC definition, the term 'results' includes 'impact' (overall objective), 'outcome(s)' (specific objective(s) and 'output(s)'.

- h) individuals or households not having received any related assistance from other agency or government body,
- i) individuals or households with no /limited employment opportunities

the types of activity eligible for financial support must comply with the following requirements:

- only Cash for Work support is allowed as financial support
- Cash for Work support is only applicable for activities related to Lot 1 and Lot 2
- the types of activity eligible for Cash for Work contributions shall prioritise activities
 - a) aimed at improving/maintaining/repairing the targeted community infrastructure and services (such as, but not limited to, community facilities/public building cleaning, solid waste collection, general maintenance, street paving, riverbanks rehabilitation, grass cutting in public infrastructures, etc.)
 - b) suitable to increase the relevant beneficiaries' skills and competencies to facilitate their capacity of finding employment opportunities and/or IGA.
- The selected Cash for Work actions shall be in any case
 - a) carried out following adequate trainings regarding the specific activities to be undertaken and including the safety measures (risk prevention, safety tools to wear or use etc) and that the workers shall put in place during the activities' execution,
 - b) the supply of the necessary equipment, safety tools (such as masks, gloves, goggles, etc.) that the workers shall be using while performing their tasks.

Visibility

The applicants must take all necessary steps to publicise the fact that the European Union has financed or co-financed the action. Unless the European Commission agrees otherwise, actions that are wholly or partially funded by the European Union must ensure the visibility of EU financing by displaying the EU emblem in accordance with the guidelines set out in the Operational guidelines for recipients of EU funding, published by the European Commission. If applicable, communication activities may be undertaken 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.

All measures and activities relating to visibility and, if applicable, communication, must comply with the latest Communication and Visibility Requirements for EU-funded external action, laid down and published by the European Commission ([Communication and Visibility Requirements for EU External Actions | International Partnerships \(europa.eu\)](https://ec.europa.eu/eas/visibility-requirements)).

Consultation with the Contracting Authority is required to ensure that all measures and activities relating to visibility may be compliant with the EU IM3 forced displacement branding instructions. Failing in complying with such requirements may lead to ineligible costs.

Number of applications and grants per applicants / affiliated entities

The lead applicant may submit more than 1 application(s) under this call for proposals, provided that one of them is related to Lot 3 – TVET and Capacity Building³³.

To be eligible, it is mandatory that the applicant(s) submit one application for each of the Lots he/she is applying for. Applications targeting more than one Lot in the same submission dossier will be rejected.

The lead applicant may be awarded more than 1 grant(s) under this call for proposals, as long as one of them is Lot 3 – TVET and Capacity Building.

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

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

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

³³ The lead applicant can submit maximum 2 applications under this call for proposals, which may be either for Lot 1 – Livelihood and for Lot 3 – TVET and Capacity Building or for Lot 2 - WASH and Lot 3 – TVET and Capacity Building. Participation in Lot 1 and 2 is not allowed and may be rejected.

Monitoring, evaluation and reporting

Monitoring of the Programme activities will be regularly guaranteed by the Contracting Authority through ad hoc meetings with the beneficiary(ies), monitoring missions in the areas of intervention and revision of the progress reports (narrative and financial) to be submitted on a quarterly basis through the reporting templates provided by the Contracting Authority.

In addition, the Contracting Authority (AICS) monitoring system will be supported by a qualified Third-Party Monitoring (TPM) service provider, which will conduct regular and post-completion site visits and key Informant Interviews (KIIs) with relevant stakeholders.

Monitoring and Evaluation exercises may be also conducted by the EU Delegation to Ethiopia for the whole Action through Third Party Monitoring (TPM) systems and Results Oriented Monitoring (ROM) missions.

The beneficiary(ies) must facilitate the process and contribute to an effective and successful monitoring and evaluation of the Action by providing documents and assistance on the field. The beneficiary(ies) will be also required to contribute to the identification of best practices and lessons learnt throughout the monitoring/evaluation process, sharing know-how and experience.

The reporting templates and timeline shall be aligned to the Contracting Authority reporting system. Moreover, the Logical Framework provided by the applicants must be aligned with the overall Action Logical Framework, approved by the EU Delegation. As such, results chain and relevant indicators reported in the ANNEX C – *Logical framework* must be reflected in the Applicants' Log frame to be submitted under the framework of the Call for Proposals, and they cannot be replaced or removed. However, further indicators at Outcome and/or Output level may be added.

In case of modifications in the overall Action Logical Framework, adjustments in the logframes of the beneficiary(ies) may be requested by the Contracting Authority (AICS).

2.1.5. Eligibility of costs: costs that can be included

Union contributions under this call for proposals take the following form(s):

- Reimbursement of eligible costs that may be based on any or a combination of the following forms:

- (i) actual costs incurred by the beneficiary(ies) and affiliated entity(ies);
- (ii) one or more simplified cost options (see below).

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'.

Simplified cost options (SCOs) may take the form of:

- **unit costs:** covering all or certain specific categories of eligible costs which are clearly identified in advance by reference to an amount per unit.
- **lump sums:** covering in global terms all or certain specific categories of eligible costs which are clearly identified in advance.
- **flat-rate financing:** covering specific categories of eligible costs which are clearly identified in advance by applying a percentage fixed ex ante. This form is not applicable to output or result based SCOs.

Simplified Costs Options which can be proposed are the following:

"output or result based SCOs": they include costs linked to outputs, results, activities, deliverables in the framework of a specific project (for example the determination of a lump sum for the organization of a conference, or for the realisation of a determined output/activity). Where possible and appropriate, lump sums

or unit costs shall be determined in such a way to allow their payment upon achievement of concrete outputs and/or results. This type of SCO can be proposed by the beneficiary (no threshold is applicable) at proposal's stage (Grant application form – Full application). In case the evaluation committee and the contracting authority are not satisfied with the quality of the justification provided, reimbursement on the basis of actually incurred costs is always possible.

Please refer to Annex K for the details of the procedure to be followed depending on the type and amount of the costs to be declared as SCO.

Applicants proposing this form of reimbursement, must clearly indicate in worksheet no.1 of Annex B, each heading/item of eligible costs concerned by this type of financing, i.e. add the reference in capital letters to 'UNIT COST', 'LUMPSUM' in the Unit column (see example in Annex K).

Additionally in Annex B, in the second column of worksheet no.2, 'Justification of the estimated costs' per each of the corresponding budget item or heading applicants must:

- describe the information and methods used to establish the amounts of unit costs and/or lump sums, to which costs they refer, etc for output or result based SCO;
- clearly explain the formulas for calculation of the final eligible amount for output or result based SCO.

Where SCOs are proposed the evaluation committee and the contracting authority decide whether to accept the proposed amounts or rates on the basis of the provisional budget submitted by the applicants, by analysing factual data of grants carried out by the applicants or of similar actions. In case the evaluation committee and the contracting authority are not satisfied with the quality of the justification provided reimbursement on the basis of actually incurred costs is always possible.

No threshold is set ex-ante for the total amount of financing that can be authorised by the contracting authority on the basis of simplified cost options.

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.

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

The grant may take the form of a single lump-sum covering the entire eligible costs of an action or a work programme.

Single lump sums may be determined on the basis of the estimated budget, which should comply with the principles of economy, efficiency and effectiveness. Compliance with these principles shall be verified ex ante at the time of evaluation of the grant application.

When authorising single lump sums the authorising officer responsible shall comply with the conditions applicable to output or result based SCOs.

When using this form of financing, the description of the action shall include detailed information on the essential conditions triggering the payment, including, where applicable, the achievement of outputs and/or results.

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 the contracting authority or any external body authorised by the contracting authority (*name, address, telephone and fax numbers of the Auditing Company will be provided following the awarding of the relevant Contract*).

Per diem reimbursement of the personnel of national administrations may be eligible to the extent that they relate to the cost of activities which the relevant public authority would not carry out if the action were not undertaken and are in compliance with the Ethiopian Ministry of Finance Guidelines for Projects financed by Development Partners and Contracting Authority specific instructions.

Contingency reserve

The budget may include a contingency reserve not exceeding 5 % of the estimated direct eligible costs. It can only be used with the **prior written authorisation** of 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 not eligible costs (except for personnel costs for the work carried out by volunteers under an action or an operating grant if so authorised).

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

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;
- in kind contributions (except for volunteers' work);
- bonuses included in costs of staff;
- negative interest charged by banks or other financial institutions;
- credit to third parties;

- salary costs of the personnel of national administrations.

2.1.6. 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.

Applicants (and affiliated entities) other than (i) natural persons, (ii) pillar-assessed entities and (iii) governments and other public bodies, whose application has been provisionally selected or placed in a reserve list shall assess their internal policy against sexual exploitation, abuse and harassment (SEA-H) through a self-evaluation questionnaire (Annex L). For grants of EUR 60 000 or less no self-evaluation is required. Such self-evaluation questionnaire is not part of the evaluation of the full application by the contracting authority, but is an administrative requirement. See Section 2.5.6 of the PRAG.

c) Anti-corruption and anti-bribery

The applicant shall comply with all applicable laws, regulations and codes relating to anti-bribery and anti-corruption. The contracting authority 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

2.2.1. *Application forms*

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). Lead applicants should then keep strictly to the format of the grant application form and fill in the paragraphs and pages in order.

Applicants must apply in English.

Please complete the full application form carefully and as clearly as possible so that it can be assessed properly.

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.

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 PADOR registration form (Annex F) for the lead applicant, each co-applicants (if any) and each affiliated entities (if any).

Please note that the following documents should be submitted together with the PADOR registration form and the application form:

1. The statutes or articles of association of the lead applicant, (if any) of each co-applicant and (if any) of each affiliated entity. 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 meantime. This obligation does not apply to international organisations which have signed a framework agreement with the European Commission.
2. Legal entity form (see Annex D of these guidelines) duly completed and signed by each of the applicants (i.e. by the lead applicant and by each co-applicant, if any), 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.
3. 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 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.

In addition, for the purpose of the evaluation of the financial capacity, the following documents should be submitted³⁴:

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 three available financial years. 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 three available financial years. Such self-declaration shall be dated and signed, either by hand or by applying a qualified electronic signature (QES)³⁵ by an authorised representative of the signatory.

This requirement shall apply only to the first application made by a beneficiary the same contracting authority in any one financial year.

The external audit report is not required from the co-applicant(s)) or affiliated entities (if any).

This obligation does not apply to pillar assessed entities.

If the abovementioned supporting documents are not provided by the deadline for the submission of the application form, the application may be rejected.

No additional annexes should be sent.

2.2.2. Where and how to send applications

Applications must be submitted in one original and one (1) copy in A4 size, each bound. The complete application form (Part A: concept note and Part B: full application form), PADOR registration form, budget and logical framework must also be supplied in electronic format (USB stick ³⁶ in a separate and single 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. Hand-written applications will not be accepted.

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’.

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

**Italian Agency for Development Cooperation
Embassy of Italy Compound, Villa Italia, Kebena
P.O. Box: 1108 Addis Ababa – ETHIOPIA**

³⁴ No supporting documents will be requested for applications for a grant not exceeding EUR 60 000.

³⁵ Please note that only the QES within the meaning of Regulation (EU) No 910/2014 (IDAS Regulation) will be accepted. Regulation (EU) No 910/2014 of the European Parliament and of the Council of 23 July 2014 on electronic identification and trust services for electronic transactions in the internal market and repealing Directive 1999/93/EC.

³⁶ If you want to allow for other devices (e.g. USB sticks) make sure that appropriate IT security measures are in place.

Address for hand delivery

**Italian Agency for Development Cooperation
Embassy of Italy Compound, Villa Italia, Kebena, Addis Ababa, ETHIOPIA**

Opening hours:

from Monday to Thursday 08:30 EAT to 17:00 EAT;

on Fridays: 8:30 – 14:30 EAT.

Please call: (251) 011 1239600/01/02/04/05 before coming to ensure your entrance to the Embassy Gate is granted.

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

Please note that incomplete applications may be rejected. Lead applicants are advised to verify that their application is complete using the checklist (Section 7 of Part B of the grant application form).

2.2.3. Deadline for submission of applications

The applicants' attention is drawn to the fact that there are two different systems for sending applications/full proposals: one is by post or private courier service, the other is by hand delivery.

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

The deadline for the submission of applications is March 7, 2025 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 on March 7, 2025, before 17:00 hours EAT, as evidenced by the signed and dated receipt. Any application submitted after the deadline will automatically 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 applications that were submitted on time but arrived late would considerably delay the award procedure or jeopardise decisions already taken and notified. (see indicative calendar under Section 2.5.2).

Any application submitted after the deadline will be rejected.

2.2.4. Further information about applications

An information session on this call for proposals will be held on **January 15, 2025, at 10:00AM EAT, at AICS Addis Ababa, Bole Atlas Branch, 8th floor, Meti Building, Namibia Avenue Bole Sub City, Woreda 03, House n. 4/10 Addis Ababa, Ethiopia** (same building as Tomoca Coffee – Atlas Branch).

Virtual participation in the information session via MS Teams platform may be accepted. To allow the Contracting Authority to arrange the virtual meeting, the interested applicants are kindly requested to send an official communication confirming applicants' attendance, including the details and the email address(s) of the nominated person(s) representing the organization during the meeting. Communication should be sent to the following address:

E-mail address: **procurement.addisabeba@aics.gov.it**

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:

E-mail address: **procurement.addisabeba@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.

Questions that may be relevant to other applicants, together with the answers, will be published on the website of AICS Addis Abeba at https://trasparenzaaddisabeba.aics.gov.it/pagina952_bandi.html, as the need arises. It is therefore advisable to consult the abovementioned 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.

(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 in 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)? Does the proposal target the priorities indicated under section 1.2. of the guidelines for applicants, taking into consideration the listed cross-cutting aspects?	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

* Note: A score of 5 (very good) will only be allocated if the proposal specifically addresses more than the required minimum number of priorities as indicated in Section 1.2 (objectives of the programme) of these guidelines.

**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 500% of the available budget for each lot of 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

If the applications pass the opening and administrative checks along the instructions of the Step 1: they 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 proposal include an effective and efficient monitoring system? Is there an evaluation planned (previous, during or/and at the end of the implementation)?	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? - 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 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 2.2.1). 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 Section 2.1.1.

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

The lead applicant should submit the documents listed in Section 2.2.1

In addition, 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 documents³⁷:

1. Declaration on honour: 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) where the amount of the grant exceeds EUR 15 000. The declaration on honour shall be dated and signed, either by hand or by applying a qualified electronic signature (QES)³⁸ by an authorised representative of the signatory.
2. Self-evaluation questionnaire on SEA-H: the lead applicant as well as all co-applicants and affiliated entities shall fill in the self-evaluation questionnaire assessing the organisation's internal policy and procedure against sexual exploitation, abuse and harassment (SEA-H) (Annex L) where the amount of grant exceeds EUR 60 000 (see Section 2.5.6 of the PRAG)³⁹.
3. For applicants categorised as NGOs (Non Governmental Organization) Copy of the registration with the FDRE Authority for Civil Society Organizations as per point 3 of Section 2.1.1.
4. For applicants categorized as international (inter-governmental): evidence to be in the position to work in Ethiopia

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. Please note that the lead applicant is the intermediary for all communications between applicants and the contracting authority during the procedure.

An applicant believing that it has been harmed by an error or irregularity during the award process may lodge a complaint. See Section 2.12 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

³⁷ No supporting documents will be requested for applications for a grant not exceeding EUR 60 000.

³⁸ Please note that only the QES within the meaning of Regulation (EU) No 910/2014 (eIDAS Regulation) will be accepted. Regulation (EU) No 910/2014 of the European Parliament and of the Council of 23 July 2014 on electronic identification and trust services for electronic transactions in the internal market and repealing Directive 1999/93/EC.

³⁹ Applicants, co-applicants and affiliated entities who are (i) natural persons (ii) pillar-assessed entities and (iii) governments and other public bodies do not have to submit the self-evaluation questionnaire.

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)	January 15, 2025	10:00AM EAT
2. Deadline for requesting any clarifications from the contracting authority	February 13, 2025	23:55 EAT
3. Last date on which clarifications are issued by the contracting authority	February 24, 2025	-
4. Deadline for submission of full applications	March 7, 2025	17:00EAT
5. Information to lead applicants on opening, administrative checks and concept note evaluation (Step 1)	March 13, 2025	-
7. Information to lead applicants on the evaluation of the full applications (Step 2)	March 23, 2025	-
8. Notification of award (after the eligibility check) (Step 3)	March 2025	-
9. Contract signature	March 2025	-

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

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 the web site of the AICS Addis Abeba Office – https://trasparenzaaddisabeba.aics.gov.it/pagina952_bandi.html

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 (Excel format)
- Annex D: Legal entity form
- Annex E: Financial identification form
- Annex F: PADOR registration form
- Annex H: Declaration on Honour
- Annex L: Self-evaluation questionnaire on SEA-H

DOCUMENTS FOR INFORMATION⁴⁰

- 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: https://international-partnerships.ec.europa.eu/funding/guidelines/managing-project/diem-rates_en
- Annex J: Information on the tax regime applicable to grant contracts signed under the call.
- Annex K: Guidelines for assessing simplified cost options.

Useful links:

Project Cycle Management Guidelines

https://ec.europa.eu/international-partnerships/funding/managing-project_en

The implementation of grant contracts

A Users' Guide

<https://wikis.ec.europa.eu/pages/viewpage.action?pageId=48169235>

Financial Toolkit

https://ec.europa.eu/international-partnerships/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.

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⁴⁰ These documents should also be published by the contracting authority.