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Agence Régionale pour l'Agriculture et
l'Alimentation

Regional Agency for Agriculture and
Food

CALL FOR PROPOSALS 3

“INNOVATIVE FOOD AND NUTRITION SECURITY OPERATIONS IN WEST AFRICA”

APPLICATION GUIDELINES

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ECOWAS/AFD CALL FOR PROPOSALS: “INNOVATIVE OPERATIONS FOR FOOD AND NUTRITION SECURITY”

I. OVERVIEW

1. The Economic Community of West African States (ECOWAS), through the intermediary of the Regional Agency for Agriculture and Food (RAAF), based in Lomé, and with the financial support of the Agence Française de Développement (AFD), proposes to fund national, regional or international organizations to conduct innovative projects favoring improved food and nutrition security in West Africa.
2. This call for proposals (CfP) targets two themes:
 - a) Resilient Agricultural Production Techniques.
 - b) Jobs and Vocational Training for Rural Youths.
3. The “Innovative Operations for Food and Nutrition Security” initiative falls under the implementation of the ECOWAS common agricultural policy (ECOWAP). It aims first to develop the competitive fund management capacities of the RAAF, responsible for ECOWAP implementation, and second to stimulate the development of innovative practices in the field of food and nutrition security within the ECOWAS region.
4. For this, ECOWAS has an envelope of € eight hundred thousand (800 000) to finance a certain number of projects in the region to be implemented over a period of Twelve (12) months at most. The minimum and maximum amounts of the grants attributed by ECOWAS in each of the two areas targeted by the Call for Proposals are specified in the “Special Provisions” Section.
5. The RAAF shall select winning applicants based on a Project Brief (see Appendix A for the form) and a Detailed Proposal (see Appendix B for the model), accompanied by a detailed budget (Appendix C), logical framework (Appendix D) and administrative documents (Appendices E through K). Applicants are also required to submit a complete administrative dossier (Appendix L) prior to the signature of the contract
6. Winning applicants shall then be invited to elaborate, in close conjunction with the RAAF and within a one-month period starting from notification of selection results, final proposals that shall integrate recommendation that the RAAF may suggest.
7. Grant contracts will be signed by ECOWAS.
8. The Call for Proposals (CfP) application packets shall be available from March 1, 2016, on the following websites:
 - ECOWAS: <http://www.ecowas.int>
 - RAAF: <http://araa-raaf.org>
 - AFD: <http://afd.dgmarket.com>
 - Hub Rural: <http://www.hubrural.org>
 - CILSS: <http://www.cilss.bf>
 - OECD/RPCA: <http://www.food-security.net>
9. Call for Proposal notices shall also be published in one (1) government journal and one (1) private newspaper in each ECOWAS member country. Notices shall also be published on the websites of the Ministries of Agriculture and Ministries of Regional Cooperation in ECOWAS member countries.
10. Proposals shall be drafted in French or English.
11. Paper copies of the proposals must be received at the latest by APRIL 24, 2016, at noon local time in Lomé/Togo at the following address:

**Agence Régionale pour l'Agriculture et l'Alimentation (ARAA) /
Regional Agency for Agriculture and Food (RAAF)**
83, rue des Pâtures (SUPER TACO) Tél. +228 22 33 82 82 / 22 21 40 02 / 22 21 40 03
01 BP 1816 Lomé-Togo.

ATTN: Executive Director of RAAF

12. Digital copies of the project briefs and detailed proposals in PDF format must be received at the latest by APRIL 24, 2016, at noon local time in Lomé at the following email addresses:

A : Operationinnovante3@gmail.com

Cc : konatemactar@gmail.com

The emails must include the notation “ATTN: Executive Director of the RAAF”.

13. Any proposals arriving after the dates and times given above will be rejected.
14. Information requests can be sent by email to the Executive Director of the RAAF, by noon on APRIL 1, 2016, at the latest at the following email addresses:

A : osboube@yahoo.fr

CC : konatemactar@gmail.com, borgui@yahoo.fr et ablassebilgo@yahoo.fr

15. After this “information request” deadline has passed, no further questions shall be answered.

II. GENERAL CONDITIONS

II.1 General Provisions

16. The initiative aims to fund projects carried by organizations the status of which is specified in the “Special Provisions” Section.
17. These organizations must:
- prove their capacity to implement large-scale projects: organizations shall only be eligible if the budget of the submitted project does not represent more than 35% of the average annual resources for the past three (3) years (2013-2014-2015) of the organization submitting the proposal;
 - have experience implementing development projects; and
 - have previous experience in one of the topic areas described in the “Special Provisions” Section.
18. The organizations targeted to submit proposals are specified in the “Special Provisions” Section.
19. Groups are encouraged, but the projected activities and remunerations of each partner organization must be explicitly listed in the various components of the project.

II.2 Operating Method

20. The RAAF proposes to cofinance the spending necessary to conduct the projects designed and defined by the organizations for the maximum duration stipulated in the “Special Provisions” Section.
21. International or regional organizations submitting proposals are encouraged to work in partnership with other national or local organizations to meet the need for local anchorage for the projects and build local capacities.

22. The projects must necessarily be designed, defined and implemented in agreement with the appropriate local public institutions and their partners.
23. The maximum contribution of the RAAF to the total project budget is specified in the “Special Provisions” Section of the Call for Proposals, and in the documents that must be included in the administrative dossier guaranteeing the said cofinancing.
24. The eligibility of expenses is described in detail in the “Special Provisions” Section of the Call for Proposals. Generally speaking, the following expenses are not eligible:
 - spending not directly linked to the project;
 - services provided as part of an intervention as operator(s) in other projects financed by the RAAF or the ECOWAS, either under study or in the execution phase;
 - spending for which financing was initially granted by another donor;
 - debts and debt charges;
 - provisions for possible future losses or debts;
 - interest paid;
 - exchange losses; and
 - loans to third parties.
25. The financing granted to the selected project operations shall be paid out in installments—two (2) advances and one (1) final payment—the proportions of which are specified in the “Special Provisions” Section. Applicants shall cover all costs pertaining to the preparation and submission of their proposals, and the RAAF shall be neither held responsible for these costs in any way nor obliged to cover these costs.
26. **Spending covered by the RAAF shall only be eligible from the date on which the financing agreement is signed.**

II.3 Proposal Presentation

27. Applicants must verify and complete the Checklist found in Appendix I before submitting documentation to the RAAF. This Checklist is an integral part of the documentation that must be submitted to the RAAF.
28. RAAF shall select proposals based on:
 - a **Project Brief** accompanied by a series of administrative documents (see Appendix A); and
 - a **Detailed Proposal** accompanied by a series of administrative documents (see Appendix B).
29. Applicants shall also be required to submit a complete administrative dossier prior to the signature of the contract (please refer to the list of administrative documents in Appendix L).
30. Proposals shall be drafted in French or English. The Project Brief and Detailed Proposal should each be placed in two separate closed and sealed envelopes indicating their contents and labeled as follows: “Response to the Call for Proposals for the ‘Innovative Operations for Food and Nutrition Security’ Initiative—Open only during the application examination session.” Both envelopes shall be placed in a closed and sealed envelope addressed to the RAAF at the address indicated above and labeled as follows: “Response to the Call for Proposals for the ‘*Innovative Operations for Food and Nutrition Security*’ Initiative—Open only during the application examination session.” The outer envelope must also contain a digital copy (on a USB flash drive or CD) of the complete documentation in PDF format.
31. The applicants whose proposals are provisionally selected shall then be asked to complete, within a period of two (2) weeks from the date on which they are notified of the selection results, their initial proposals by integrating possible complementary elements suggested by the RAAF. Finally, the dossiers will be validated by the RAAF before being transmitted to the appropriate ECOWAS authorities for the allocation of the grants.

II.4 Auditing, Reporting, Assessment and Analysis/Documentation

32. The RAAF reserves the right to conduct audits and (ex-ante, mid-term, or ex-post) assessments of the cofinanced actions, using its own funds or specific financing, starting from the signature of the agreement and throughout the project implementation period
33. Periodic technical and financial reports covering the activities implemented in the framework of the Project must be transmitted to the RAAF for formal verification prior to the disbursement of the next grant installments. Reporting modalities are specified in the “Special Provisions” Section.

II.5 Contract Currency and Currency of Payment

34. Applicants must draw up their proposals in euros, the currency of the grant contract. **Budgets must be drawn up exclusive of all taxes, and must be firm and non-revisable.**

II.6 Knowledge of Local Conditions and the Terms of the Call for Proposals

35. By the act of submitting their proposals, the applicants are assumed to:
 - have read, understood and accepted the terms of the Call for Proposals described herein;
 - be fully cognizant of the nature and scope of the actions to undertake, local working conditions, and all other constraints that these actions involve; and
 - have read and understood the General and Special Provisions (Sections I and II) of the Call for Proposals.

II.7 Opening of the Proposals and the Selection Committee

36. The opening of the proposals and then the selection of winning proposals shall take place in Lomé, at the RAAF headquarters, by a Selection Committee. Proposals shall be opened after the deadline for submissions.
37. The Selection Committee shall then verify the list of proposals received in paper format and compare it to the list of proposals received in digital format:
 - Digital format is preferred.
 - Where only paper versions of proposals are available, the Selection Committee shall inform the applicants in question, who shall have five (5) days to provide digital versions. After the five days have passed, applicants who have not sent a digital version shall be disqualified.
 - Where only digital versions have been provided by the deadline, the proposals shall be admitted and the applicants in question shall have to submit the paper version prior to the signature of the grant contract.

II.8 Determination of Proposal Compliance

38. Applicants whose proposals have been determined do not comply with the administrative requirements (in light of the list of documents making up the application dossier) shall be informed of this by the Selection Committee. **Applications lacking either the Project Brief or the Detailed Proposal shall be disqualified.** Other missing documents must be submitted in digital format within a period of five (5) days from the date of RAAF notification of missing documents. Applicants shall also have to transmit the paper versions of the missing documents prior to the signature of the grant contract.
39. The Committee may eliminate proposals from applicants who clearly do not have the human, safety and financial capacities to implement a project in the country in question.

II.9 Assessment and Scoring of Proposals

40. The Proposal Selection Committee shall evaluate and compare the proposals that comply with the stated requirements. The assessment criteria and scoring modalities are detailed in the “Special Provisions” Section.

II.10 The RAAF’s Right to Reject Proposals

41. The RAAF reserves the right to reject any and all proposals, and cancel the Call for Proposals procedure as long as ECOWAS has not allocated the grant(s); it may do so without incurring any responsibilities to the applicants concerned and without having to inform them of the reasons for which the Call for Proposals has been canceled or their proposal rejected.

II.11 Improvement of the Provisionally Selected Technical and Financial Dossiers

42. The RAAF shall send the provisionally selected applicants recommendations and suggestions to improve and finalize their proposals. The applicants shall have one (1) month to integrate the RAAF’s recommendations and suggestions in their proposals. Applicants that have not done so shall be disqualified.

II.12 Confidentiality

43. No information on the examination, clarification, evaluation and comparison of proposals or on recommendations in regard to the allocation of the grant(s) shall be divulged to applicants or any person outside the examination and evaluation procedure after proposals have been opened until the allocation of the grant(s) has been announced to the winning organization(s).
44. Any attempt by an organization to influence the committee during the proposal examination, evaluation and comparison process shall result in the rejection of the application submitted by the organization in question.

II.13 Information on the Selection and Award Process

45. The list of organizations and proposals whose project briefs have obtained the minimum required score shall be published on the websites listed above (the site exception <http://afd.dgmarket.com>). Once the technical and financial dossiers have been validated by the applicants in question and the grants have been awarded by the internal deciding bodies, the organizations whose detailed proposals are selected for the allocation of grants by the Selection Committee shall be informed of this by email.

II.14 Signature of the Grant Contracts

46. The RAAF shall send each organization receiving a grant a letter informing it of the final validation of the project and then a draft financing agreement for approval prior to signature.
47. Each financing agreement shall be signed by the organization carrying the project and by the appropriate ECOWAS authorities.

III. SPECIAL PROVISIONS

III.1 Available Funds

The call for proposals aims to finance projects lasting less than twelve (12) months, and has a total budget of € eight hundred thousand (€800, 000).

III.2 Thematic Coverage

48. The call for proposals aims to support project proposals on these two themes:

- **Resilient agricultural production techniques**; indicative amount available: five hundred thousand euros (EUR 500 000); and,
- **Jobs and Vocational Training for Rural Youths**, the indicative amount available: three hundred thousand euros (EUR 300,000)

III.3 Nature actions and eligible administrative costs

48. The call for proposals aims to support only projects funded:

Eligible projects will be to capitalize on lessons learned from experiments conducted in several countries in the ECOWAS region, possibly reinforced by experiences outside the ECOWAS region. Apart from the quality of the proposed methodology, such projects will be evaluated on the quality and feasibility of the proposed approach for the dissemination of lessons from stakeholders in the ECOWAS region.

49. Eligible administrative costs of the grant requested must not exceed Seven percent (7%) of the amount of the subsidy.

III.4 Maximum Grant Amount

48. The grant ceilings for each thematic area and for each type of intervention are specified in the summaries presented below (Section IV).

III.5 Operating Method

49. The proposals submitted must involve different categories of structures such as: universities, research centers, training centers, NGOs, regional professional organizations, local authorities, private companies, etc.
50. Each given applicant may submit only one (1) proposal per theme. That applicant may, however, act as a partner in another (or several other) proposal (s).
51. Applicants must draw up their proposals in euros. Budgets must be drawn up exclusive of all taxes, and must be firm and non-revisable. The modalities for calculating the exchange rate(s) to be used in the projects shall be specified in the grant contracts.

III.6 Duration of Action

52. The RAAF proposes to contribute, for a duration of twelve (12) months at most, to the financing of spending necessary to accomplish the projects designed and defined by the applicants.

III.7 Financing Modalities

53. The financing of the operations of the winning projects will be the subject of two (2) advances and one (1) final payment, as follows:
 - an advance of 40% when the grant contract is signed;
 - an advance of 40% on the submission of a technical and financial report validated by the RAAF attesting notably to an execution rate of 70%; and
 - 20% on the submission of the final report and an audit attesting that the advances received have been utilized.
54. Recipients pledge to return any unused funding to the RAAF within a period of three (3) months following the fund utilization deadline. In addition, the RAAF reserves the right to request the repayment of any insufficiently documented funding within the same time period.

III.8 Evaluation Modalities

55. The project briefs shall receive a score of up to 100 points based on the criteria listed in the table in Section VI.
56. The detailed proposals shall receive a score of up to 100 points based on the criteria listed in the table in Section VII.
57. The process leading to the allocation of the grant(s) shall be conducted in three phases:
 - Shortlisting based on the Project Briefs according to the criteria presented in Section VI. Only those projects whose briefs receive a score of at least 70 points shall be admitted to the next phase of the selection process. The evaluation of the Project Briefs is used only to select those proposals that shall be admitted to the following rounds of the selection process; the Briefs shall not be considered in the final selection.
 - Scoring of the Detailed Proposals based on the criteria presented in section VII. Only those projects whose Detailed Proposals receive a total score of at least 70 points shall be qualified. The Proposals with the highest scores shall be financed up to the limit of the funds available for each theme.
 - After projects have been selected, the RAAF shall enter into discussions with the corresponding applicants with the aim of enhancing the proposals. Applicants that do not integrate the amendments suggested by the Selection Committee shall be disqualified. Applicants may freely choose to not continue the proposal examination process if they find the recommendations unacceptable.

III.9 Auditing, Reporting, Assessment and Analysis/Documentation

58. Applicants must include provisions for an outside financial audit of the utilization of any advances received in their financial proposals. Each winning applicant shall enter into a contract with an auditing firm; the selection modalities and final selection of this firm shall be subject to a declaration of non-objection by the RAAF. The firm shall make all necessary verifications regarding the proper use of project funding. The auditors' reports shall be public information. The project budget shall include funding for the auditing contract.
59. Half-yearly technical and financial reports covering the activities implemented in the framework of the Project must be submitted to the RAAF in addition to the auditors' report.

III.10 Complete Administrative Documentation

60. Prior to the signature of the Grant Contract, the winning applicants shall be obliged to provide all administrative documentation listed in Appendix L.

IV. SUMMARIES OF THE THEMATIC AREAS COVERED BY THE CALL FOR PROPOSALS

	Topic 3 – Resilient Agricultural Production Techniques
MAIN OBJECTIVE	Improve consideration of and support for climate change adaptation within public policies and professional organizations.
SPECIFIC OBJECTIVES	Evaluate the dynamics of and obstacles to the effective adoption of resilient agricultural practices, better understand the factors that determine such adoption on the large scale and their consideration within professional organizations.
PRIORITY ISSUES	<ul style="list-style-type: none"> ✓ Evaluate resilient techniques and practices on the scale of the production system. ✓ Evaluate resilient techniques and practices on the scale of the agrarian system (taking into account possible interactions between different stakeholder groups in the area). ✓ Analyze adoption dynamics and identifying drivers and obstacles. ✓ Analyze sustainable systems to disseminate resilient techniques and practices. ✓ Analyze consideration of adaptation dynamics within public policies and their concrete manifestations within intermediary organizations. ✓ Analyze consideration of gender in policies and strategies dealing with adaptation to climate change.
TARGETED STAKEHOLDERS	<ul style="list-style-type: none"> ✓ Civil society organizations that have conducted pilot projects on adaptation to climate change for crop farmers, livestock farmers, pastoralists or fishermen. ✓ Professional agricultural organizations that have integrated systems to support the dissemination of climate-resilient techniques and practices.
PARTNERSHIPS	<ul style="list-style-type: none"> ✓ Partnerships with national or regional public institutions are encouraged and shall be seen as pluses during the examination of the proposals. ✓ Public-private partnerships are encouraged and shall be seen as pluses during the examination of the proposals.
Nature of Interventions	Assessments/Capitalization
Available Financial Volume	€ 500,000
Maximum Amount of Cofinancing per Project by the ECOWAS Window	90% max.
ECOWAS Grant Ceiling per Project	€ 120, 000

	Topic 4 – Jobs and Vocational Training for Rural Youths
MAIN OBJECTIVE	Improve the economic integration of rural youths through in-depth analysis, documentation and dissemination of innovative training and vocational integration practices in interventions, public policy and cooperation policies.
SPECIFIC OBJECTIVES	<ul style="list-style-type: none"> • Contribute to better understanding of factors conducive to the employment of rural youths (men and women) and barriers to this employment. • Promote and disseminate innovative practices promoting training for youths. • Facilitate vocational integration for rural youths. • Understand the main determinants of vocational integration for rural youths on a broader scale.
PRIORITY ISSUES	<ol style="list-style-type: none"> 1. How are the main impediments to vocational integration for rural youths taken into consideration by the initiative? 2. What paths are envisaged to remove these impediments? (The issues of access to land, financing, and agriculture support services and rural services more broadly shall be analyzed in particular.) 3. What conditions need to be met to stabilize youths in rural areas and make them want to stay and invest in these areas? For example, how can one better showcase the profession of farmer and make it more attractive for youths and families? 4. What rural (agricultural and non-agricultural) professions are promising, and how were they determined? 5. What are the hiring conditions in these professions in the initiatives examined? 6. How have stakeholders in rural areas been involved in training and vocational integration for youths both locally and nationally? 7. What policies are being implemented by professional (agricultural and other) organizations and territorial governments in regard to rural youths? 8. What incentive measures capable of improving private sector involvement are available and implemented? 9. How is the issue of coordination with public training and vocational integration policies with the aim of sustainability and up-scaling allowing massive training of future young farmers taken into account in the initiatives examined?
TARGETED STAKEHOLDERS	✓ International organizations, universities, research institutes, NGOs and other civil society stakeholders, professional (agricultural and other) organizations, and territorial governments that have conducted innovative training and vocational integration projects for rural youths within ECOWAS.
PARTNERSHIPS	<ul style="list-style-type: none"> ✓ Partnerships with national or regional public institutions are encouraged and shall be seen as pluses during the examination of the proposals. ✓ Public-private partnerships are encouraged and shall be seen as pluses during the examination of the proposals.
Nature of Interventions	Assessments/Capitalization
Available Financial Volume	€300,000

Maximum Amount of Cofinancing per Project by the ECOWAS Window	90% max.
ECOWAS Grant Ceiling per Project	€120,000

V. DETAILED JUSTIFICATION FOR EACH THEME COVERED BY THE CALL FOR PROPOSALS

Topic 3 – Resilient Agricultural Production Techniques

Description of the Issue and Associated Challenges in Terms of Innovation for and by Public Policies¹

Climate Change in West Africa: What Forecasts?

61. The Intergovernmental Panel on Climate Change (IPCC) endeavors to simulate the climate's evolution based on different scenarios of increased atmospheric CO₂ content. These climate change simulations are based on models integrating historical climate data series—six (6) different models covering West Africa. The climate models covering West Africa have a relatively high degree of uncertainty and, because of this, yield different results.
62. In short, the various models agree on a more marked temperature increase in West Africa in relation to the global temperature. According to the IPCC's 2007 report, the average temperature increase from the 1980-1999 period to the 2080-2099 period should reach +3°C along the West African coast and +4°C in the Western Sahara—or 1.5 times the global predicted average.
63. However, the various models diverge when it comes to rainfall forecasts. Some models predict a relative holding steady or even increase in annual rainfall while others predict a drop. More than the quantity of rain per year, a decisive factor deals with changes in how this rainfall is distributed. The models predict a generally earlier start to rainy seasons. More intense precipitation per rainfall event is predicted for Niger, Mali and Burkina Faso, while Senegal and the southern portion of Nigeria could see a reduction in precipitation per day of rain.
64. In the case of West Africa, the different climate change simulation models agree on the fact that the climate will change, but they have not been able to determine the exact direction and magnitude of these changes. In addition, it is important to note that, unlike the ideas that some have of climate change in West Africa, none of the climate forecasts based on IPCC models correspond to the Sahelian climate observed between 1961 and 1970. In other words, even though there is some uncertainty as to the exact nature of the climate changes that could happen, we already know that the future climate in the Sahel will be different from what the populations of this region already know.

Impacts Expected on Farming, Livestock, Pastoralism and Fishing

65. The various climate forecasts have direct consequences for agricultural sector activities. However, vulnerability to climate change is a state determined not only by climate change itself but also by multiple processes and stress factors. Poverty, access to land, nutrient depletion in soils, use of low-yield crop varieties sensitive to parasites and disease, high

¹See *Review of research and policies for climate change adaptation in the agriculture sector in West Africa* by Edward R. Rhodes, Abdulai Jalloh and Aliou Diouf, May 2014 as part of the Future Agricultures consortium.

post-harvest losses and lack of access to credit and markets are as many difficulties faced by farmers. It is difficult to establish a quantitative estimate of the relative contribution of climate change to low agricultural productivity given all the other challenges.

66. Nevertheless, the predicted rise in temperatures implies increased evapotranspiration by crops and plant cover that rainfall changes could difficultly offset. In addition, the change in rainfall patterns has immediate consequences on water useful for the soil and on the circulation of water in hydrographic systems (less rain falling in more violent episodes can favor flooding in waterways and the recharging of certain ground waters, cf. the “Niamey groundwater paradox”²).
67. Different studies have attempted to model the impact of climate change (based on different forecast models for West Africa) on the main cropping systems currently in use in the various agro-ecological zones of the sub-region. Modeling has been done for millet, sorghum, corn, rice, groundnuts, beans, cassava, taro and cotton. The changes in yields envisaged are highly variable (from -50% to +90%) and, once again, painted with uncertainty; nevertheless, the median is -11% yields for West Africa with more negative results for countries in the north Sudano-Sahelian region (-18%).
68. Similarly, the various climate models have consequences for livestock systems, water and feed availability first and foremost. The temperature increase results in increased water needs among animals (for example, a rise from 30°C to 35°C implies a daily water need increase from 5 to 10 liters per kg of dry matter for the *Bos indicus* breed of cattle). In the semi-arid rangelands of the Sahel, increasing temperatures will lead to a drop in pasture productivity and greater lignification in pastures, lowering the feed available for cattle. Climate change forecasts also indicate a modification in disease pressure, notably for vector-borne diseases (tsetse fly, which is very reactive to environmental changes) and helminth infections among small ruminants.
69. When it comes to coastal fishing, climate change also adds to other existing pressures, notably the issue of resource overexploitation. One of the main elements deals with the prospect of a warmer Atlantic Ocean, which would alter the present current patterns and notably the rising of waters along the Gulf of Guinea, the effects of which would be a modification of fish habitats and therefore the abundance and diversity of fish. In addition, the change in rainfall patterns (with more violent episodes) could accentuate runoff and worsen water quality. Applying the different climate change forecast models, it is estimated that the total products landed in 14 West African countries would drop by approximately 8% and 26% between 2000 and 2050, depending respectively on whether a low CO₂ emission or high CO₂ emission scenario is used.
70. Regarding continental fishing, one will note that rising temperatures causes an increase in evaporation that combines with other factors (expansion of irrigation, building of dams, etc.) to result in a drop in water cover. For aquaculture, the intensification in seasonal and annual rainfall variability and episodes of extreme flooding and drought that result are major threats, notably for the production of the poorest fish farmers who, in general, have smaller ponds that are therefore more prone to dry up or run over.
71. The trend and exact magnitude of climate change at work in West Africa are difficult to define with existing forecasting models but there are several certainties. Climate change will be more brutal than what the populations in the sub-region have known in recent decades, and it is an additional threat to current agricultural production systems.

² See the article by Sighomnou D, Descroix L, Genthon P, Mahe G, Bouzou Moussa I, Gautier E, Mamadou I, Vandervaere JP, Bachir T, Coulibaly B, Rajot JL, Malam Issa O, Malam Abdou M, Dessay N, Delaitre E, Maiga OF, Diedhiou A, Panthou G, Vischel T, Yacouba H, Karambiri H, Paturel JE, Diello P, Mougou E, Kergoat L, and Hiernaux P, 2013. La crue de 2012 à Niamey : un paroxysme du paradoxe du Sahel ? in: *Sécheresse* vol. 24, no. 8 1, January-February-March 2013.

What Are the Innovation Challenges for Public Policies?

Adaptation to Climate Change Challenges

72. Despite the uncertainties, the various pieces of information advocate in favor of promoting more resilient agricultural models that integrate not only the overall challenge of climate change adaptation but also the challenges unique to the sub-region: sustainable intensification in response to population growth, sustainable management of soil fertility and natural resources, more profitable access to the agricultural market for farmers (who are in the majority family farmers).
73. In this context, reference is often made to the notion of resilience. According to IPCC, resilience is defined as the “ability of a social or ecological system to absorb disturbances while retaining the same basic structure and ways of functioning, the capacity for self-organization, and the capacity to adapt to stress and change.” Resilience also includes transformations aiming to improve a situation.
74. Even though the challenges are becoming clearer, the question of adapting West African agriculture to climate change has been asked for nearly a dozen years. While the concept of resilient agriculture seems simple in theory, managing innovation and change is a delicate task.

Consideration of Climate Change in Public Policies

75. Since the Copenhagen Conference in 2009 (COP15), adaptation to climate change has been central to policy agendas. This has notably taken the form of the elaboration of National Adaptation Programs of Action (NAPAs) and Intended Nationally Determined Contributions (INDCs),³ and the creation of the Copenhagen Green Climate Fund⁴ aiming to support adaptation to the effects of climate change for the most vulnerable countries. Several technical and financial partners have also included the climate change adaptation dimension in their action strategies, sometimes as a specific theme but usually as a crosscutting challenge. The observation is that one can usually note a separation between the approaches described in NAPAs, INDCs and sectorial policies (agriculture, pastoralism) on the national level.
76. Indeed, these documents are produced at the request of the institutions in the United Nations Framework Convention on Climate Change; they are often documents elaborated by specialized experts with fairly generic proposals little discussed with the stakeholders in the sectors in question (State offices, professional organizations, the private sector).
77. In addition, agriculture or livestock models that integrate climate-resilient practices often oppose the dominant intensification models promoted in the context of the “Green Revolution” that are still often references for many sectorial approaches, institutions (Ministries and technical offices, farmers’ organizations, agricultural inter-branch organizations in flagship value chains), and the services offered to farmers (technical advice, access to credit, facilitated access to improved seeds, fertilizers and synthetic pesticides). It is often a matter of challenging specialization, the use of seeds with high genetic potential that are little resistant to hazards, and management of plant needs using synthetic fertilizer. It is also a matter of challenging the criteria for agricultural optimization to reintegrate climate risk management more strongly. In a resilience-based approach, the priority is no longer to attain optimal production for relatively stable agro-climatic

³ INDCs are documents submitted by governments in the framework of the COP21 in Paris; they define their contribution to lowering emissions in coherence with the target of +1.5°C/+2°C in 2100. See notably the sections on agriculture in these documents.

⁴ Cf. <http://unfccc.int/resource/docs/2011/cop17/eng/109.pdf>.
<http://www.greenclimate.fund/home>

Website:

parameters but to ensure a degree of stability in production under very changing climate conditions from one year to the next.

78. For many countries, a discussion remains to be had on the different vision of where agriculture should attempt to go by trying to combine the advantages of different models and the aims of agricultural intensification, poverty alleviation and resilience in the face of climate hazards.
79. In the agricultural sector specifically, different tools have been set up to support pilot approaches to climate change adaptation, usually through the initiatives of civil society organizations able to fuel policy reflection on this topic.

Adaptation Experiments for Agricultural and Livestock-Related Activities

80. In West Africa, different options have been tested to build the capacity of agriculture to resist climate change. Overall, the following approaches should be noted: the adoption of more robust improved species in response to climate hazards through classic selection or GMOs, modification of planting dates and cropping systems, optimizing use of harvest residues to increase soil organic matter content, integrated soil fertility management practices (combined use of organic matter, mineral fertilizer and legumes as green fertilizer), conservation agriculture by reducing tilling, maintaining ground plant cover or mulch, agroforestry in different forms, water and soil conservation techniques (zai holes, semi-circular bunds) and the development of rational irrigation (sustainable resource management), the development of improved conservation techniques and the use of by-products and waste, increasing the value added on products (quality management, better marketing), meteorological forecasting systems, and index-based insurance.
81. One should note that most of the solutions rolled out have technically existed for several dozen years in some regions of West Africa: their field of application is what is changing.
82. Various options to build adaptation capacities and support livestock rearing have been tested around the world. Among these, we can cite rearing animals that are more resistant to heat, matching livestock density to pasture production capacity (in general by extending pasture lands or adapting herd movements), modifying reproduction periods, changing the mix of animals forming the herd (associating different breeds and species of small and large livestock), changing animal feed (development of fodder crops, feed concentrates), setting up local fodder food banks, diversifying activities, more systematic use of meteorological forecasts, and finally livestock insurance testing. It is nevertheless important to note that experiments, like applied research on the topic, are very limited in West Africa.

Adaptation Experiments for Pastoral Activities

83. Pastoralism is, in itself, a way of adapting to change and climate variability. The options to build pastoralists' adaptation capacities partially overlap those of sedentary livestock farmers. One will note as adaptation options: management of herd composition based on animal age and sex both to meet households' immediate needs and preserve herd viability, splitting herds to avoid over-pasturing and increase the survival probability of a larger share of the herd, fodder conservation, diversification of activities into crops and extra-agricultural activities, migration, ex-ante risk management by forming larger herds during good years to maintain viable herds despite losses in bad years, the acquisition of land in favorable zones, use of pack animals (generally donkeys) for water extraction and transport even from deep wells located far from pastures.

Adaptation Experiments for Fishing and Aquaculture Activities

84. Adaptation options are relatively limited for fishing and consist primarily of migration, activity diversification, and the development of aquaculture.
85. For aquaculture, adaptation options are building artificial ponds and developing insurance (notably for floods that affect both production and developments).

What Lessons Can Be Drawn from Experience?

86. One lesson that regularly emerges from research on climate change adaptation is that even if climate change is a source of considerable stress (and perhaps possibilities), it is only one of many factors that small farmers must face and is therefore not necessarily the main determining factor in their strategies (choice of resource allocation, transition to new production models or new activities).
87. Indeed, despite many existing pilot experiments, it should be noted that the adoption of more resilient practices is still slow and poorly documented in the field. Adoption of these practices seems more marked in the most unfavorable zones where farmers are already tackling change now (large weather hazards, land saturation, limited potential to develop irrigation) even if in practice all segments of the agricultural sector—even in zones seen as favorable—are facing increasing impacts of climate hazards.
88. The issue of barriers to the adoption of practices therefore seems to be more decisive than technical innovation in practices themselves: Why are some practices that are a priori technically relevant in the pilot phase not adopted more widely?
89. Analysis of existing pilot experiments can identify an entire series of barriers to the adoption of adaptation practices (and more broadly the adoption of technical innovations) by crop farmers, livestock farmers, pastoralists and fishermen: economic capacity, information systems, dissemination and effective availability of technologies, infrastructures and institutions, socio-cultural perspectives, gender equality issues, extension services, incentives and conflicts between the different interest groups, and inadequate policies.
90. Most action-research experiments covering resilient practices remain focused on technical aspects, examining changes in the production of a given activity with or without the application of techniques. In reality, it would be appropriate to have more complete evaluation on the scale of the farming system: description of the characteristics of the farming system before and after the introduction of a change in practices, impact of the change in practices on labor productivity (many resilient techniques imply increased labor) and soil productivity on farm scale, estimated time to see a return on investment, adjustment of how production means are allocated to different activities, and the system's resistance to shocks (conducting a comparative analysis of different indicators in both favorable and unfavorable conditions).
91. Beyond the farming system, it may also be necessary to examine the impacts and implications of a given practice on a broader scale to better grasp the factors determining adoption: usefulness of the proposed technique compared to other adaptation opportunities (which are not necessarily resilient or agricultural), access constraints and control of land to apply the proposed practice(s), input availability, the technique's coherence with existing natural resource management rules and the support systems of government offices and FOs, competition between the adaptation strategies of different groups (for example, the development of small-scale irrigation as a strategy by crop farmers making pastoralists' access to the water sources and pastures initially present nearby more precarious).
92. In addition, most action-research experiments take little interest in sustainable systems to disseminate resilient practices. Pilot project intervention systems generally rely on the provision of large subsidies for the duration of the project (subsidized technical support, free provision of inputs, guaranteed outlets for production). These pilot systems often make it possible to validate technical relevance by limiting risks for recipients (with the bias of generating certain opportunistic behaviors). Project durations rarely make it possible to envisage more technically and financially sustainable systems to disseminate the promoted practices. Because of this, the promoted practices (even when they perform well) are often abandoned or modified as soon as the pilot project subsidy system ends.

93. Finally, at this stage, there is little documentation showing how intermediary organizations (professional organizations, financial offices, etc.) and institutions (departments, technical offices) take ownership of pilot projects and integrate feedback from experience in the definition of their strategies or support for the agricultural sector.
94. In the framework of the innovations dealing with resilient agricultural practices, it is therefore necessary to better evaluate the various dimensions of innovation, take an interest in barriers to adoption on farm scale as well as life system scale (and in solutions to lift these barriers), and finally examine the necessary dissemination systems (including technical services, financing services and professional organizations) and the consideration of these in agricultural sector policies and strategies.

General Objective of the Call for Proposals in Conjunction with the Theme

95. Improve consideration of and support for climate change adaptation within public policies and professional organizations.

Specific Objective(s) of the Proposal

96. Evaluate the dynamics of and obstacles to the effective adoption of resilient agricultural practices, better understand the factors that determine such adoption on the large scale and their consideration within professional organizations.

Priority Issues

1. Evaluate resilient techniques and practices on the scale of the production system.
2. Evaluate resilient techniques and practices on the scale of the agrarian system (taking into account possible interactions between different stakeholder groups in the area).
3. Analyze adoption dynamics and identifying drivers and obstacles.
4. Analyze sustainable systems to disseminate resilient techniques and practices.
5. Analyze consideration of adaptation dynamics within public policies and their concrete manifestation within intermediary organizations.

Crosscutting Issues:

97. The issue of gender is important for innovations relating to climate change resilience. The evaluations and experience analysis and documentation must in particular analyze the position of women in adaptation dynamics.
98. The impacts of the intervention on the environment must be analyzed.
99. Vulnerable populations: The issues of climate change adaptation cannot be separated from the questions of individual and social vulnerabilities. The proposals must explain how they identify and integrate vulnerable groups in their experience analysis matrix.

Nature of Interventions Favored

100. The interventions must be in line with the objective of the present call for proposals and may correspond to two types of proposals :
 - 1 Ex-post evaluation or in-depth analysis and documentation of pilot projects/initiatives dealing with resilient practices (these may be in the broad sense). **At least one crop year must have taken place since the end of the pilot project in order to be able to evaluate post-project adoption dynamics.**

101. The proposals must clearly present:

- The purpose, system and intervention method of the pilot project(s).
- The context of the intervention and the specific target groups (selection or eligibility criteria for project beneficiaries, number of people concerned). It will be useful to place the beneficiaries in their socioeconomic context (activity typology, level of vulnerability), highlighting possible criteria to differentiate between beneficiaries themselves and also between beneficiaries and non-beneficiaries.
- A precise description of the resilient practice(s) promoted through the project and a demonstration of the technical-economic interest of the practice(s) in the intervention context in relation to climate hazards (preferably based on experiments effectively done in the intervention zone, specifying whether these experiments were in farming conditions or under controlled conditions).
- The lines of project evaluation or analysis and documentation, as well as the envisaged data collection systems. The experience analysis matrix must be deployed on farm system scale and agrarian system scale. The adoption dynamic for the technique or practice must be documented both among the beneficiaries and non-beneficiaries of the project or projects concerned. The evaluation or analysis-and-documentation process must make it possible to better grasp the motivations and hesitations of the groups targeted by the resilient technique or practice.

Particular attention shall be given to proposals that open discussion on the experiences in different sites (multi-country projects and networked projects) and that associate civil society organizations and research institutes. Proposals that address adaptation strategies to climate change within farmer innovation, regardless of projects/programs of the state or development actors, will be appreciated.

2 Analysis of the effective integration of climate change adaptation dynamics within sectorial policies and their concrete manifestations within intermediary organizations (services and support made available to producers).

102. The proposals must clearly present:

- The link between the pilot projects and the measures taken for climate change adaptation, whether in terms of strategic orientation or levers and means of action.
- The lines of evaluation and results analysis and documentation and concrete effects of the policies and systems set up.

Topic 4 – Jobs and Vocational Training for Rural Youths

Description of the Issue and Associated Challenges in Terms of Innovation for and by Public Policies⁵

Jobs and Vocational Training in Sub-Saharan Africa: What Forecasts?

103. The population of sub-Saharan Africa (SSA) should reach between 1.7 and 2.3 billion people by 2050, depending on the evolution of the fertility rate.⁶ These numbers show the magnitude of the challenge that SSA will face in the coming decades when it comes to job creation as the pace of the demographic transition has a direct impact on the number of people entering the job market.
104. Today, 63% of Africans are under the age of 25, and arrivals on the job market should increase from 17 million in 2010 to 27 million in 2030 and 32 million in 2050. These numbers show that the demographic transition process, underway since the early 1980s in Africa, should only begin to have an impact starting in 2030 and thus allow a stabilization of young people's entry into the job market to begin in the amount of approximately 30 million per year. Over the next 15 years, 330 million youths will be looking for jobs, two-thirds of whom from rural areas.⁷
105. This demographic transition process could become an advantage for the African continent by lowering the dependency rate (number of inactive people per 100 active workers),⁸ generating a “demographic dividend” effect. The beneficial effect expected from the “demographic dividend” can only happen if people of working age actually hold jobs. The beneficial effect expected from the “demographic dividend” therefore depends entirely on the ability of African economies to offer decent, productive and adequately paid job opportunities to these new cohorts of workers while also allowing people of working age to stay in jobs without a drop in productivity. If this does not happen, this phenomenon can lead to increased poverty, unemployment and under-employment, and can threaten social cohesion and political stability. To act as a lever, the “demographic dividend” phenomenon must therefore be accompanied by measures that aim to foster jobs, productivity growth and a strong rise in productive investment.

Economies Marked by the Predominance of Subsistence Activities in the Agricultural Sector and Urban Informal Sector

106. These demographic forecasts thus raise the question of the economic transition of countries in SSA and its repercussions on the job market. Indeed, the classic economic transition schema that prevailed in Western societies has not happened in SSA: unlike European countries, where the simultaneous process of demographic and economic transition enabled the growth of job opportunities outside of farming,

⁵ The data in this section were taken from *Transition démographique et emploi en Afrique subsaharienne : comment remettre l'emploi au cœur des politiques de développement* (Paris, À Savoir, no. 5, AFD, MAEE, 2011), and from the article by Coste, J. (IRAM), Uhder, Ch. (GRET), “Transition démographique et économique en Afrique subsaharienne” in *Les exclusions paysannes : quels impacts sur le marché international du travail ?* (Paris, Colloques et séminaires no. 12, AFD, December 2014).

⁶ 520 million in 1990, 863 million in 2010, and between 1.7 and 2.3 billion in 2050.

⁷ Losch B., Freghin-Gresh S., White E., 2012, *Structural Transformation and Rural Change Revisited, Challenges for Late Developing Countries in a Globalizing World*, Washington DC, AFD, World Bank.

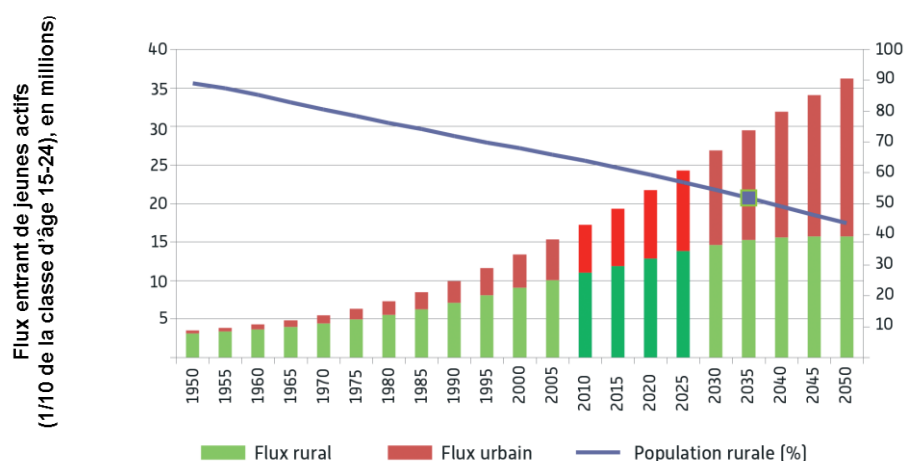
⁸ In sub-Saharan Africa, the population between the ages of 15 and 64 should thus increase from 54.4% in 2010 to 62.5% in 2050, driving down the dependency rate from 84% to 60% (*World Population Prospects 2011*).

the economic transition has barely begun in SSA. African economies (with the exception of South Africa) are thus characterized by sluggish secondary and tertiary sectors, dual (formal and informal) labor markets, and the predominance of subsistence activities in the agricultural sector (which accounted for 20% of GDP and occupied 65% of active workers in 2005), particularly family farming, and in the urban informal sector (accounting for 70% to 90% of non-agricultural jobs in 2010). The secondary and tertiary sectors, which are too little developed in many African countries, are therefore unable to absorb the labor force “liberated” by agriculture and the rural and urban sectors. The future of the cohorts of youths not taken up by the primary sector and not included in the secondary and tertiary sectors is therefore an issue.

107. Because of a lack of any significant growth in the secondary and tertiary sectors and thereby the lack of job creation outside the agricultural sector, the rise in the number of active workers was first absorbed by agriculture. Thus, we see that despite the rapid pace of urbanization on the African continent (urban populations are booming and accounted for approximately 40% of the sub-Saharan African population in 2005), this has not led to population loss in rural areas. Over the past decades, the population of rural areas has continued to increase by roughly 2% per year on average, but has done so in a very heterogeneous manner with rural populations concentrated on the outskirts of urban areas and in areas best served by transport networks.

108. Analysis of flows of new job seekers (table below) shows that youths entering the job market will be mostly from rural areas until 2035,⁹ when flows will reverse. Multi-activity family farming will therefore remain predominant in the coming years, and its role in rural job creation will be central.

Figure 1. Job Seekers in Sub-Saharan Africa from 1950 to 2050



Sources: United Nations, *World Urbanization Prospects*, 2011 revision, and *World Population Prospects*, 2010 revision; Losch, Fréguin-Gresh, White (2012).

In light of these data, it seems that the job access challenge in West Africa, as on the continent as a whole, mostly concerns the rural sector.

⁹ 330 million youths will enter the job market in the next 15 years, two-thirds of whom in rural areas.

Migration Struggling to Play its Role of Safety Valve Fully

109. It should be noted that while migration generally plays a vital role in demographic transition processes and has direct repercussions on the job market because it allows part of the active population that would not have found jobs in their home countries to be absorbed by host countries, in SSA today, migration—whether intra- or extra-regional¹⁰—seems to have broken down as a whole and offers very limited prospects for the continent. On the intra-regional level, we see a rise in the temporary migration phenomenon, which does not allow the migrant active population to be absorbed in a lasting manner; on the extra-regional level, we have been seeing the establishment of restrictive policies and increasing border closures among OECD countries since the economic crisis in the 1970s. SSA cannot therefore count on international migration to play its adjustment role.

What Are the Innovation Challenges for Public Policies?

110. The main challenge for SSA countries concerned by this socio-demographic shift is to turn the situation into an advantage and thereby prevent this evolution from becoming a burden and factor in economic, political or social destabilization. Changes in the age pyramid and the arrival each year of several million youths on the job market thus require a context that is conducive to the social and economic integration of young people. In countries where the main wealth is labor, strengthening “human capital” is a decisive element in this context of socio-demographic change.

111. Therefore, developing public policies and development policies in relation to education, vocational training and employment as well as policies touching on trade, land, agricultural, industrial or fiscal issues is a major stake to meet the challenges facing the African continent. These policies must provide a structured and lasting response to young people’s concerns while also taking into account current realities in rural areas and evolutions underway (growing land pressure, vulnerability to climate change, difficulties with several major cash crops, etc.¹¹). These policies must also go beyond the issue of vocational integration to tackle topics relating to youths’ access to economic, social and political rights and more broadly the economic development model favorable to young people.¹²

¹⁰ In SSA, migration affects 21.8 million people, i.e. 2.5% of the population.

¹¹ IRAM, *Journées d'études IRAM: L'insertion socio-économique des jeunes ruraux en Afrique : contraintes et perspectives*, Paris, June 2013.

¹² Wampfler, B., “Accompagner l’insertion des jeunes dans les agricultures familiales au Sud : enjeux, perspectives, programmes d’action pour le développement, la recherche, la formation, note conceptuelle”, Montpellier SupAgro/IRC, December 2013.

The West African Public Policy Agenda: The Return of Youths' Vocational Integration¹³

112. The issue of vocational integration of youths, and in particular young rural people, has long been neglected by African governments and their partners. Agricultural training courses have long remained confined to universities preparing technicians and engineers much more than farmers. In parallel, agricultural training experiences with farmers have mainly consisted of technical courses for extension workers in rural areas in charge of spreading “the good technical word” among farmers.¹⁴

113. Faced with the political, socio-economic and ecological transformations and the challenges of the demographic transition in Africa, this issue has been gaining renewed interest in the policy agenda since the end of the 2000s, notably in line with public demonstrations regarding high youth unemployment and the emergence of young people as new players on the political stage. African governments are facing the risk of destabilization,¹⁵ and to find a solution to youth unemployment they have declared 2009-2018 to be the decade of African youth and decided to mobilize resources to provide answers to this central question. In West Africa, this is notably the case in Senegal, Ghana and Nigeria. The new phase in ECOWAP, the agricultural policy of the Economic Community of West African States (ECOWAS),¹⁶ proposes to make the installation of young farmers into a major regional cause. To this aim, it proposes to define the pillars of a start-up policy over the next few months and in close consultation with member-States:

- implications for vocational training, including building on e-learning methods to increase the training supply and reach critical mass;
- implications for securing access to land;
- implications for the definition and recognition of a farmer status, with the associated rights notably in terms of social protection;
- implications for policy on financing geared towards the installation of young people (specific aid, coverage of guarantees, etc.);
- and so on.

The Challenges of Training and Vocational Integration for Rural Youths in West African Countries Now and in the Near Future

114. Since the end of the 2000s, training and vocational integration projects for youths have been springing up very rapidly, especially in urban areas, while experiments in rural areas remain relatively rare. Among experiences known in rural areas of SSA, we can for

¹³ The notion of “socio-professional integration” refers to the research that has defined this notion as a comprehensive process that leads to lasting employment. This notion, which is relatively recent in developing countries, is relevant to understand young people’s trajectories in the North and the South. In the present terms of reference, we have opted to favor the simplest definition of the term “integration”: access, entry or inclusion in lasting employment. We therefore speak of “vocational integration” here.

¹⁴ IRAM, *Journées d'études IRAM: L'insertion socio-économique des jeunes ruraux en Afrique : contraintes et perspectives*, Paris, June 2013.

¹⁵ Alexander Chikwanda, Zambian Minister of Finance, summarized the situation by saying: “Youth unemployment is a ticking time bomb.”

¹⁶ Agriculture, Environment and Water Resources Department, ECOWAP/CAADP Process, International Conference on Agriculture in West Africa, Global Forum “Review of Achievements of ECOWAP+10 and 2025 Outlook”: *Perspectives, Guidance and Adjustments of ECOWAP in View of 2025*.

example cite: (i) “classic” training systems (in training centers);¹⁷ (ii) systems involving alternating classes and on-job experience and apprenticeships;¹⁸ (iii) training systems addressing specific economic activities;¹⁹ and even (iv) more recent systems consisting of support accessing training and jobs.²⁰ We also note the support provided by international cooperation stakeholders that helps improve the environment and conditions for training and vocational integration actions.²¹

115. Nevertheless, these rural interventions are mainly built on flimsy foundations: development actions have been little analyzed and documented, research has not taken up the topic, and civil society organizations do not yet have references in this area. While the vocational integration of young people in crafts-related professions is beginning to be well documented, the process of setting up young people as family farmers or more generally training them for rural professions is still poorly known overall. It is therefore necessary to examine the few existing experiences, share the analysis of vocational integration conditions for rural youths, and discuss the forms that support for this integration can take and how it can be supported.
116. What is more, it seems that these interventions are faced with a shortage of innovative models that would fit into a comprehensive approach to training youths and giving them access to active working life, in conjunction with employment policies. **It therefore seems relevant to reflect on new types of approaches targeting young people.** Because of the number of young people concerned, the current challenge is to move from experiments to massive training of rural youths, better dovetailed to public employment policies and suited to the challenges of integrating young people in rural areas.
117. A few (non-exhaustive) lines of reflection on the impediments to lasting employment for rural youths are briefly outlined below.
118. The numbers challenge. Given the demographic challenges (see above) facing West African countries and the difficulties young people face in finding jobs in these contexts, the sustainability of the initiatives tested and the building up of the training supply are now—and will be in the near future—important stakes. How can one increase the density of support that generally operates on the small scale so as to trigger a threshold effect? Is it possible to identify the outlines of simple modes by which to allow the multiplication of the tested initiatives? How can vocational training and the issue of youth employment be integrated into rural development policies and public policy? While this concern for up-scaling is growing in the reflections underway on the topic, it still only rarely takes the form of concrete actions conducted on the level of the interventions tested.

¹⁷ Such as the Centres des Métiers Ruraux [rural job centers] in Côte d'Ivoire.

¹⁸ For instance, the IECD's Family Farm Schools in Côte d'Ivoire or the Rural Family Centers in several countries in SSA.

¹⁹ Such as the agricultural entrepreneurship training scheme for student farms in central Songhaï, the Ferme-École Solidarités Agricoles Intégrées [integrated agricultural solidarities school farm] in Benin, or the community field schools supported by Swisscontact in Niger.

²⁰ See notably the information, guidance and support platforms for young people in Niger, the Cap Insertion scheme in Mauritania, and the Plateforme des Services [service platform] in Côte d'Ivoire.

²¹ See for example the program to support the renovation and development of vocational training in the farming, livestock and fisheries sector (AFOP) in Cameroon, the Regional Program for Youth Employment and Social Cohesion (YERP) in Senegal, the AfDB's Youth Employability and Insertion Support Program (PAAEIJ) in Côte d'Ivoire, IFAD's project supporting small rural enterprises in Ghana, the AFPIJE program in Benin, etc.

119. The main impediments to young people going into farming in West Africa are of multiple natures (technical, economic, financial, social and also societal). As the basis for any installation, one must be able to solve the complex equation made up of land, financing and even the choice of an activity system capable of lastingly supporting a family.²² Generally speaking, one can note poor incentives to go into farming in the institutional environment and the lack of clear policies in favor of the integration of young family farmers.

²² Wampfler, B., “Accompagner l’insertion des jeunes dans les agricultures familiales au Sud : enjeux, perspectives, programmes d’action pour le développement, la recherche, la formation, note conceptuelle”, Montpellier SupAgro/IRC, December 2013.

120. Among the **major obstacles to young people going into farming**, we can notably cite the following elements:

- The difficulty accessing land: the land available to young farmers, whether from clearing on a pioneer front or the splintering of a family farm, is usually limited and precarious.
- The lack of initial capital and access to funding: Very few young people have significant self-funding capacity and their access to financial systems, microfinance and *a fortiori* banks, remains very limited. This is a major obstacle for youths who represent a double risk for financial institutions as both young people and farmers, and who are—even more than adult farmers—at a loss when approaching financial institutions.
- The poor image of farming and rural professions in general among young people and families who do not see them as a satisfactory option. Farmers' organizations have difficulty portraying a positive and attractive image to young rural people, who wish to access forms of modernity and have monetary needs well beyond those of past generations (new technologies, clothing, travel, housing, leisure, etc.). Like young people everywhere, they are drawn to urban lifestyles and service-related activities in which the return on investment is faster. Because of this, going into farming is often a default after failing elsewhere.
- Poor access to agricultural support services (inputs, improved plant or animal matter, farm equipment, animal health services, anti-locust services, access to information, agricultural advice, etc.) and more broadly the failure of rural support services (healthcare, education, technologies, leisure, culture, etc.).
- The young farmers' choice of production systems: This choice is generally made within family and local practices, but it also depends on the land and family assets available (plantations, cattle, buildings, etc.), market access, and access to training and innovation. A major challenge for the viability of the new farms lies in elaborating production systems and conditions able to generate value added, create agricultural jobs and lastingly manage environmental resources.
- Difficulties accessing the market, with challenges in terms of market infrastructures, access to information, learning (knowing and negotiating with traditional market stakeholders), networks (getting organized to have better market access) and innovation (identify or even create new markets).
- Access to professional networks, agricultural organizations, value chains, etc. is a decisive factor in the sustainability of new farms but this implies that FOs exist locally, are recognized, active and effective, and are ready to accept the arrival of young people among their members. Currently, one can note that there is a widespread lack of policies applied by farmers' and professional organizations when it comes to the training and integration of young rural people. They still need support to define their strategies in this area. More broadly, the social integration of young farmers (family, local community, region) seems to be a key factor in the sustainability of young farmers' new operations.
- The lack of training among young farmers even though this training could give them the keys to access innovation, build capacities for reflection, dialogue and negotiation, learn to control farm risks (technical risk, management risk, market risk), etc.

121. Beyond going into farming, we note very little attention being paid to jobs outside of the production sphere (non-agricultural activities). Yet, the issue of underemployment among rural youths cannot be resolved only by family farming that, while labor-intensive, pays workers very poorly.²³ According to them, the main job reservoir is found in services upstream from production and in the downstream value chains, and it will be necessary to bet on jobs outside of the production sphere. This option, which has job potential, nevertheless demands considerable investment in vocational training.
122. Private companies also have an essential role to play to absorb some of the labor available on the job market. These private players may become foremost partners as long as one is able to meet their needs when it comes to qualifications and take into account their expectations regarding vocational training systems. Thus, based on an analysis of the needs of the economy and companies with development potential, it is important to steer vocational training towards professions that have job openings and match the aspirations of young people. It is a matter of targeting formal companies and also taking into consideration so-called informal companies in order to raise their awareness of the interest to be found in evolving and growing to be able to access public procurement or more suitable financing. Involving the private sector also means developing incentives for companies (both formal and informal)—whether fiscal, regulatory or allowing easier access to credit—to make the effort to be involved in hiring, welcoming and following young people and cooperate with training centers.
123. The existence of specific difficulties and impediments encountered by young women in their search for vocational integration is well known to all and has been the subject of much research and many publications.²⁴ These difficulties are generally the result of societal norms that assign, from early childhood and throughout life, different roles to boys and girls, “with heavy consequences on the familial and professional position of women, marked by widespread subordination to the positions held by men”²⁵ and all the implications that this may have in terms of access to resources (education, land, capital, networks) and the division of labor (mechanics, motors, engines, mechanical or electrical repairs, sheet metal work, painting and vulcanization, as well as woodworking, tapestry and construction for boys, and sewing and hairstyling for girls), etc. In addition to this, there are other factors such as legal systems that penalize women, the dominant social practice of early marriage and motherhood, or even the need to help with housework, etc.
124. The notion of “socio-professional integration” has recently emerged for developing countries and invites one to tackle youth employment from a systemic viewpoint taking into account the multiple difficulties young people face: beyond the lack of

²³ Blein R., Soulé B.G., “Emplois agricoles et viabilités des exploitations familiales”, *Année internationale de l’agriculture familiale : bilan et perspectives*, Grain de Sel/No. 67-70, Inter-Réseaux Développement Rural, July 2014- June 2015.

²⁴ See on this subject: Adjamagbo, A., *Insertion professionnelle des jeunes et des femmes dans les pays du Sud*, Université de Provence, France; Adjamagbo, A., Antoine, A., Beguy, D., Dial, F.B., *Comment les femmes concilient-elles mariage et travail à Dakar et à Lomé ?*, Working Document, DIAL, March 2006; *Women and Men in the Informal Economy: A Statistical Picture*, International Labour Organization, 2002; Valenduc, G., *Les femmes et l’emploi atypique*, Fondation Travail-Université (FTU) pour les Femmes CSC, March 2012; Anker, R., “Gender and Jobs: Sex Segregation of Occupations in the World, ILO, 1998.

²⁵ Adjamagbo, A., *Insertion professionnelle des jeunes et des femmes dans les pays du Sud*.

skills, the lack of information on sectors of activity and professions and on training, the lack of networks of relationships, difficulties with mobility, health or family instability, etc. Beyond improved training quality, accompanying young people on their paths to employment is also a stake. Such support requires the functions of welcome, guidance, support and contacts with other stakeholders and local resources be fulfilled.

125. This support requires pulling many economic, political and social levers and therefore concerns a multitude of players involved to various degrees in job integration processes that need to be mobilized: States, territorial governments, farmers' and professional organizations, financial institutions, vocational training funds, the private sector, training centers, international organizations, civil society stakeholders, etc. Stakeholders such as professional (agricultural and other) organizations and territorial governments in particular must be questioned on the policies, and notably employment policies, that they implement in regard to young people.

General Objective of the Call for Proposals in Conjunction with the Theme

126. Improve the economic integration of rural youths through in-depth analysis, documentation and dissemination of innovative training and vocational integration practices in interventions, public policy and cooperation policies.

Specific Objective(s) of the Proposal

127. Contribute to better understanding of factors conducive to the employment of rural youths (men and women) and barriers to this employment.

128. Promote and disseminate innovative practices promoting training for youths.

129. Facilitate vocational integration for rural youths.

130. Understand the main determinants of this vocational integration for rural youths on a broader scale.

Priority Issues

131. Among the issues that this call for proposals wishes to address, the following questions have been identified (the list is not exhaustive). The proposals could answer one or several of these questions or suggest other questions that would inform attainment of the objectives sought in the framework of the present call for proposals.

1. How are the main impediments to vocational integration for rural youths taken into consideration by the initiative?
2. What paths are envisaged to remove these impediments? (The issues of access to land, financing, and agriculture support services and rural services more broadly shall be analyzed in particular.)
3. What conditions need to be met to stabilize youths in rural areas and make them want to stay and invest in these areas? For example, how can one better showcase the profession of farmer and make it more attractive for youths and families?
4. What rural (agricultural and non-agricultural), professions are promising, and how were they determined?
5. What are the hiring conditions in these professions in the initiatives examined?
6. How have stakeholders in rural areas been involved in training and vocational integration for youths both locally and nationally?

7. What policies are being implemented by professional (agricultural and other) organizations and territorial governments in regard to rural youths?
8. What incentive measures capable of improving private sector involvement are available and implemented?
9. How is the issue of coordination with public training and vocational integration policies with the aim of sustainability and up-scaling taken into account in the initiatives examined?

Crosscutting Issues

132. The issue of **gender** is important for interventions relating to vocational training and jobs for youths. The assessment and analyses must notably examine in depth how the constraints specific to young women in their search for employment are taken into account along with the practices developed at this level to identify the nature of existing inequalities between men and women and adapt methods to these constraints.

Nature of Interventions Favored

133. The interventions must be in line with the objective of the present call for proposals and may correspond to two types of proposals:

- 1. Ex-post assessment or in-depth analysis and documentation of pilot projects tested in the field aiming to foster the vocational training of rural youths and their inclusion in lasting employment. Proposals could cover one or several of the priority issues listed above.**

134. The proposals must clearly present:

- a) The experience to analyze and document (the pilot project system and intervention method). The practice(s) promoted by the project must be described with precision.
- b) The context of the intervention and the specific target groups (selection or eligibility criteria for project beneficiaries, number of people concerned, etc.). It will be useful to place the beneficiaries in their socioeconomic context (activity typology, level of vulnerability), highlighting possible criteria to differentiate between beneficiaries themselves and also between beneficiaries and non-beneficiaries.
- c) The objectives, challenges and expected results of the detailed analysis and/or ex-post assessment, along with the timeline within the framework of the project tested.
- d) The lines of assessment or analysis of the project, as well as the method, the various steps in the process, and the data collection and analysis systems envisaged (analytic matrix, tools, stakeholders involved, etc.). The time needed, means and available human resources should also be specified. Finally, how and to whom results shall be communicated must be indicated.

135. Particular attention shall be given to proposals that discuss and compare experiences in different sites (multi-country projects or networked projects) and that foster the exchange of experiences or the dissemination of information with the stakeholders involved in the schemes.

136. The present financing could supplement existing experience analysis and documentation actions.

2. Analysis of effective integration of the practices tested in the area of training and vocational integration within public policies and national training and vocational integration strategies.

137. On this point, it will be a matter of explaining, justifying and showing how the results of an experiment tested in the field were then able to be taken up by legislators when defining public policies for youth employment, for example.

138. The proposals must clearly present:

- The link between the pilot projects and the measures taken for youth employment, whether in terms of strategic orientation or levers and means of action.
- The lines of evaluation and results analysis and documentation, and the concrete effects of the policies and systems set up.

VI. CRITERIA AND SCORING GRID FOR THE PROJECT BRIEFS

HEADING	Score	Weight	Maximum Score
1. Project Coherence	1 to 5 points	Sub-Total	40
1.1. Clear presentation of the issue. Link between the issue defined and the needs of the region and target group.	5	2	10
1.2. Clear definition of the objectives of the action and their link to the objectives of the chosen theme.	5	3	15
1.3. Innovative nature of the proposal.	5	3	15
2. Approach and Management	1 to 5 points	Sub-Total	40
2.1. Coherence of the hoped-for results, activities planned, approach and methodology proposed.	5	3	15
2.2. Applicant's experience in project implementation and financial management.	5	2	10
2.3. Expertise in the areas of the CfP with the aim of attaining the hoped-for results.	5	3	15
<i>2.3.1 Maîtrise des questions à traiter et des directives de l'AP</i>	2	1	6
<i>2.3.2 Articulation des questions à traiter pour atteindre les résultats escomptés de l'AP</i>	3	2	9
3. Outcome and Impact	1 to 5 points	Sub-Total	20
3.1. Precision and concrete nature of the hoped-for results in the medium term.	5	2	10
3.2. Impact on target group and end beneficiaries over the long term.	5	2	10
Total Score			100

Evaluation of Project Briefs

- 3 The Project Briefs shall be scored on a scale of 20 to 100 according the scoring matrix above.
- 4 The assessment criteria are divided into different headings and sub-headings. For each sub-heading, a score of 1 to 5 is assigned according to the following assessment scale: 1 = very inadequate; 2 = inadequate; 3 = average; 4 = good; 5 = very good.
- 5 Only those Project Briefs that receive a minimum of 70 points shall be shortlisted.
- 6 Only shortlisted applicants' Detailed Proposals shall be studied.

VII. CRITERIA AND SCORING GRID FOR THE DETAILED PROPOSALS

HEADING	Score	Weight	Max. Score
1. Project Relevance	1 to 5 points	Sub-Total	25
1.1. Is the issue addressed presented in a clear manner? Is the link between the issue and the needs of the region and the target group(s) adequately justified?	5	1	5
1.1.1 The link of the problem with the needs of the region has he been argued adequately?	2	0,5	2
1.1.2 The link of the problem with their individual / group / s target / s was he argued adequately?	3	0,5	3
1.2. Are the objectives of the action and their link with the issue chosen clearly defined?	5	1	5
1.3. Is the innovative nature of the proposal relevant in relation to the chosen theme? Is it presented well?	5	3	15
1.3.1 The innovative nature of the proposal it is relevant to the theme chosen?	4	2	12
1.3.2 The innovative character of the proposal is well presented?	1	1	3
2. Methodology	1 to 5 points	Sub-Total	20
2.1. Does the overall structure of the project reflect the analysis of the basic issues?	5	1	5
2.2. Is the action plan clear and doable? Are the proposed activities appropriate, practical and coherent with the objectives and hoped-for results?	5	2	10
2.2.1 Is the action plan clear and feasible?	1	0,5	2
2.2.2 Are the activities proposed appropriate, practical, and consistent with the objectives?	2	0,5	4
2.2.3 Are the activities proposed appropriate, practical, and consistent with the expected results?	2	1	4
2.3. Is the partners' level of involvement and participation in activities satisfactory? Note: In the event that there are no partners, this score shall automatically be 1.	5	1	5

3. Operational and Financial Capacity	1 to 5 points	Sub-Total	25
3.1. Do the applicant and its partners have sufficient project management experience?	5	1	5
3.2. Do the applicant and its partners have sufficient technical expertise? (notably, knowledge of the issues to address)	5	2	10
3.3. Do the applicant and its partners have sufficient management capacities? (notably in regard to staff, equipment and the ability to manage the action's budget)	5	1	5
3.4. Does the applicant have stable, sufficient sources of financing?	5	1	5
4. Impact // Sustainability	1 to 5 points	Sub-Total	15
4.1. Is the action likely to have a tangible impact on the targeted groups?	5	1	5
4.2. Will the project have multiplier effects? (notably potential for repetition and expansion of the project results and dissemination of information)	5	1	5
4.2.1 Are there possibilities of repetition and extension of project outcomes?	3	0,5	3
4.2.2 Is it for information dissemination opportunities?	2	0,5	2
4.3. Will the project's expected results be sustainable?	5	1	5
4.3.1 At the institutional level (is that there will be structures for continuous operation?)	1	0,5	1
4.3.2 Is there be local ownership of the project results?	3	0,2	3
4.3.3 At the policy level (where applicable) (what will be the structural impact of the project? Does it contribute to improving the legal framework, codes of conduct, methods, etc.)	1	0,3	1
5. Budget and Cost-Effectiveness	1 to 5 points	Sub-Total	15
5.1. Is the relationship between (human and technical) resources and expected results satisfactory?	5	1	5
5.2. Are the proposed (human and technical) resources necessary to implement the project?	5	2	10
Total Score			100

Evaluation of Detailed Proposals

- 7 The Detailed Proposals shall be scored on a scale of 20 to 100 according the scoring matrix above.
- 8 The assessment criteria are divided into different headings and sub-headings. For each sub-heading, a score of 1 to 5 is assigned according to the following assessment scale: 1 = very inadequate; 2 = inadequate; 3 = average; 4 = good; 5 = very good.
- 9 Only Detailed Proposals that receive a minimum total score of 70 points shall be eligible for selection.
- 10 Proposals shall be ranked based on the scoring of the Detailed Proposals.

APPENDIX A: PROJECT BRIEF (PB) FORM

Deadline for applications to be received: ...

Applicant's Name:	_____
Theme Chosen by the Applicant:	_____

Application No.	_____
------------------------	-------

(internal use only)

Call for proposals in the framework of the
...

Financial Support:
Logo

Technical Support:
Logo

NOTICE

Fill out this form carefully, in compliance with the Guidelines for Grant Applicants.

Your application shall only be evaluated if your "Project Brief" is shortlisted.

*The **Project Brief** dossier must include the following documents:*

- Single Project Brief written up scrupulously according to the model below.
- Project Brief cover page (model in Appendix E) signed by someone authorized to seek cofinancing for the organization.
- Main applicant information form (requesting party) filled out (form model in Appendix F) and signed by the person authorized to request funding for the organization.
- Applicant information form(s) filled out for the project partner(s) (model form in Appendix G).

- Partnership declaration (Appendix H).
- Checklist of documents to submit (Appendix I).

FORMAT AND CONTENT OF THE PROJECT BRIEFS

The Project Briefs (PBs) must follow the outline below (font size must not be smaller than Arial 10). All Project Briefs that do not comply with these requirements shall be rejected without being evaluated.

Provide the following information using the following questions as a guide:

1. Summary of the Action (1 page)

1.1. *Short description of the proposed action.*

2. Relevance (1 page)

- 2.1. *How is your proposal relevant to the needs and constraints of the country (countries) or region targeted?*
- 2.2. *What are the problems to solve and needs to meet?*
- 2.3. *Who are the stakeholders involved (end beneficiaries, target groups)?*
- 2.4. *What objectives are pursued and what results are expected?*
- 2.5. *What is the action's value added: what does the action provide compared to (central or local) government action and the actions implemented by non-governmental stakeholders?*

3. Methodology and Sustainability (1 page)

- 3.1. *What are the main activities of the project?*
- 3.2. *Who will your main partners be for implementation, how long have you had a relationship with them, and how will they be involved in the project?*
- 3.3. *How will the project attain the objective of sustainability?*
- 3.4. *Will the project have multiplier effects?*

4. Operational Capacity and Expertise (1 page)

- 4.1. *What project management experience does your organization have?*
- 4.2. *What experience does your organization and your partner(s) have with the issues to address?*

5. Budget (model in Appendix C)

6. Logical Framework (model in Appendix D)

APPENDIX B: DETAILED PROPOSAL FORM

Deadline for project proposals to be received: ...

Applicant's Name:	_____
Theme Chosen by the Applicant:	_____

Application No.	_____
------------------------	-------

(internal use only)

Call for proposals in the framework of the

...

Financial Support:

Logo

Technical Support:

Logo

NOTICE

Fill out this form carefully, in compliance with the Guidelines for Grant Applicants.

The eligibility of the Detailed Proposals shall only be verified for proposals shortlisted following evaluation of the Project Briefs. This verification shall be done based on the documents required by the RAAF, the list of which is provided below.

All Detailed Proposals that do not comply with these requirements shall be rejected without being evaluated.

It is expected that the **Detailed Proposals** answer the following questions, staying within the number of pages indicated for each section (font size cannot be smaller than Arial 10).

The Detailed Proposal dossier must include:

- A single Detailed Proposal, the content of which must follow the outline presented in this model (Appendix B).
- The proposal budget (model in Appendix C).
- A logical framework for the proposal drafted using the model (Appendix D).
- A detailed proposal cover page signed by someone authorized to seek financing for the organization (Appendix E).

- Applicant information form (requesting party) filled out and signed by the person authorized to request funding for the organization (model form in Appendix F).
- Applicant information form(s) filled out for the project partner(s) (model form in Appendix G).
- Partnership declaration (Appendix H).
- Statement of Integrity, Eligibility and Social and Environmental Responsibility signed by the person authorized to request funding for the organization (Appendix K)
- The checklist of documents to submit (Appendix I).

I. The Action

1. DESCRIPTION

1.1 Title

1.2 Location(s)

Country/Countries, Region(s), City/Cities

1.3 Cost of the Action (of the Project) and Amount of the Grant Requested (exclusive of taxes)

Total Eligible Costs for the Action (A)	Requested Grant Amount (B)	% of the requested grant in relation to total eligible costs for the action (project) $(C) = (B/A) \times 100$
€	€	%

Please note that the cost of the action and the requested contribution must be expressed in euros.

1.4 Short description of the proposed project (2 pages maximum²⁶)

Project Duration	... months
Project Objectives	Overall Objective(s) Specific Objectives
Partner(s)	
Target Group(s) ²⁷	
End Beneficiaries ²⁸	
Hoped-For Results	
Main Activities	

1.5 Objectives (½ page maximum)

Describe the overall objective(s) that the action shall help attain as well as the specific objective that the action aims to accomplish.

1.6 Justification (3.5 pages maximum)

Provide the required information by discussing the following points:

- 1.6.1 Relevance of the action to the thematic priorities of the call for proposals.
- 1.6.2 Nature of the problem to solve; identification of the needs and constraints in the intervention zone in relation to the chosen theme.
- 1.6.3 Description of target groups and end beneficiaries, and their estimated number.
- 1.6.4 Reasons behind the choice of target group(s) and identification of their needs and constraints. How the action helps meet the needs of the target group(s) and end beneficiaries.
- 1.6.5 Consideration of gender issues in the proposal. How the proposed activities help meet specific needs in relation to the vulnerability of women.

1.7 Detailed Description of Results and Activities (8 pages maximum)

Include the title and a detailed description of each result and each planned activity to produce the results, justifying the choice of these activities and specifying, where appropriate, the role each partner will have in these activities. In this regard, the detailed description of activities must not duplicate the action plan (see Section 1.9).

²⁶ The number of pages indicated is a maximum. It can be smaller when the requested subsidies are small. Note: Some footnotes are purely for explanatory purposes, and shall not be reproduced in application forms.

²⁷ The “target groups” are those groups that will benefit directly from the positive effects of the project.

²⁸ The “end beneficiaries” are those who will benefit from the effects of the project in the long term within society or the sector in the broad sense.

1.8 Methodology (4 pages maximum)

Detailed description of the following elements:

- 1.8.1 Implementation method and the reasons why the proposed methodology was chosen.
- 1.8.2 If the action continues on from an existing action, explain how it builds on the results of this action.
- 1.8.3 If the action is part of a broader program, describe how the action fits into the program and how coordination is ensured.
- 1.8.4 Discuss potential synergies with the policies and strategies, both national and regional, of the sector targeted by the chosen theme. To what extent will the project help fuel decisions and discussions on designing and implementing national and regional programs in that sector?
- 1.8.5 What organizational, institutional, methodological or technical innovation does the project propose?
- 1.8.6 Monitoring and assessment procedures (internal and/or external).
- 1.8.7 Description of the participation and role of the various stakeholders (local partner(s) of the target groups, local authorities, etc.) in the action and the reasons for each stakeholder's role.
- 1.8.8 Human resources proposed to implement the action (by function—it is not necessary to specify individuals' names).
- 1.8.9 Main means proposed to implement the action (equipment, material, etc.).

1.9 Duration and Action Plan

The action shall have a duration of ___ months.

Note: The indicative action plan must not mention real dates, but simply indicate “month 1”, “month 2”, etc. It is recommended that applicants include a safety margin in their action plans. The action plan must not contain detailed descriptions of activities but only their titles. Possible months of inactivity may be included in the action plan and duration of the action.

The action plan must be written up according to the following model:

Year 1													
	Semester 1						Semester 2						
Activity	Month 1	2	3	4	5	6	7	8	9	10	11	12	Organization responsible for implementation
Example	Example												Example
Preparation for Activity 1 (title)													Local Partner 1
Execution of Activity 1 (title)													Local Partner 1
Preparation for Activity 2 (title)													Local Partner 2
And so on.													

Year 2		
	Semester 1	

Activity	Month 1	2	3	4	5	6	Organization responsible for implementation
Example	Example						Example
Preparation for Activity 1 (title)							Local Partner 1
Execution of Activity 1 (title)							Local Partner 1
Preparation for Activity 2 (title)							Local Partner 2
And so on.							

2. HOPED-FOR RESULTS

2.1 Hoped-For Impact on Target Groups/Beneficiaries (2 pages maximum)

Indicate how the project will improve:

- 2.1.1 The situation of target groups/beneficiaries.
- 2.1.2 The technical and managerial capacities of the target groups and/or the partner(s).

2.2 Concrete Results (1 page maximum)

Be precise and quantify the expected results as much as possible. Notably, indicate planned publications.

2.3 Multiplier Effects (1 page maximum)

Describe the potential to reproduce and extend the project results.

2.4 Sustainability (3 pages maximum)

Draw a distinction between the following three aspects:

- 2.4.1 Financial and economic aspect: How will the activities and/or management structure be financed at the end of the grant?
- 2.4.2 Institutional aspect: Will structures exist to continue activities at the end of the action? Will there be local “ownership” of the results of the action?
- 2.4.3 Possible policy aspect: What structural impact will the action have? For example, will it lead to improved legislation, codes of conduct, methods, etc.?

2.5 Logical Framework

Fill out Appendix D.

3. BUDGET FOR THE ACTION

Fill out Appendix C.

4. EXPECTED SOURCES OF FINANCING

Specify the sources of financing (own resources of the applicant or other donor), indicating which have already been acquired and which are planned.

3.5. Other (specify)										
Sub-Total Equipment and Supplies										
4. Local Office										
4.1. Office Rent	per month				per month					
4.2. Consumables – Office Supplies	per month				per month					
4.3. Other Operating Expenses (tel./fax, electricity, maintenance)	per month				per month					
Sub-Total Local Office										
5. Other Expenses, Services (5)										
5.1. Publications										
5.2. Studies, Research										
5.3. External Audit costs										
5.4. Assessment Costs										
5.5. Translation, Interpreting										
5.6. Conference/Workshop Costs										
5.7. Communication and Visibility Actions (6)										
Sub-Total Other Costs, Services										
6. Other										
Sub-Total Other										
7. Sub-Total of the Action’s Eligible Direct Costs (1 to 6)										
8. Provision for Unforeseen Expenses (5% maximum)										
9. Total of the Action’s Eligible Direct Costs (7+8)										
10. Administrative Costs (7%)										
11. Total Eligible Costs (9+10) (Without VAT and in euro)										

NOTA BENE :

- (1) Articles must be described in sufficient detail and the description must show each of their main components. The number of units and the unit rate must be specified for each component according to the indications provided. Unit costs may, when relevant, be based on average costs.
- (2) This is the total taking into account all years of the project. This total includes the grant and the share of cofinancing.
- (3) Indicate the countries where per diems are paid and the applicable rates. Per diems cover housing, meals, transportation costs on-site, and incidentals.
- (4) Acquisition or rental cost.
- (5) Itemize. Flat-rate amounts are not accepted.
- (6) Communication and visibility actions must be planned and budgeted at each stage of project implementation.
- (7) This is a flat-rate sum covering indirect costs of the action and for which the grant recipient does not need to provide supporting documents. For example, this could include additional indirect personnel costs.

Note: The applicant is solely responsible for the accuracy of the financial information provided in these tables.

APPENDIX D: LOGICAL FRAMEWORK OF THE ACTION

	Intervention Logic	Objectively Verifiable Indicators	Sources and Means of Verification	Assumptions
General Objectives	<i>What are the overall objectives of the ensemble to which the action will contribute?</i>	<i>What are the key indicators linked to these general objectives?</i>	<i>What are the sources of information for these indicators?</i>	
Specific Objective	<i>Which specific objective must the action attain to contribute to the overall objectives?</i>	<i>Which indicators show, in detail, that the objective of the action has been attained?</i>	<i>What sources of information exist and can be collected? What are the methods to obtain this information?</i>	<i>What factors and conditions outside responsibility of the beneficiary are necessary to attain this objective? (external conditions) What risks must be taken into account?</i>
Expected Results	<i>Results are the accomplishments that will allow the specific objective to be attained? What are the expected results? (Number these results.)</i>	<i>What indicators can be used to verify and measure whether the action has had the expected results?</i>	<i>What are the sources of information for these indicators?</i>	<i>What external conditions must be met to attain the expected results in the time allowed?</i>
Activities to Develop	<i>What are the key activities to implement and in what order so as to produce the expected results? (Group the activities by result.)</i>	Means: <i>What resources are required to implement these activities, for example personnel, equipment, training, studies, supplies, operational installations, etc.?</i>	<i>What are the sources of information on the progression of the action?</i> Cost: <i>What does the action cost? What is its nature? (Detail in the budget for the action.)</i>	<i>What prerequisites are required before the action begins? What conditions outside the direct control of the Beneficiary must be met for the implementation of the planned activities?</i>

APPENDIX E: DETAILS ABOUT THE APPLICANT AND PROJECT

(Cover sheet for the Project Brief and Detailed Proposal)

Title of the Call for Proposals	
Chosen Theme	
Applicant	
Acronym	
Nationality	
Legal Status	
Address	
Telephone Number	
Fax Number	
Organization Email Address	
Organization Website	
Project Contact	
Email Address for the Project Contact	
Project Name	
Local Partners	
Location(s) (country, region(s), city/cities)	
Total Project Cost	
Contribution Requested from the RAAF	
Contribution of Other Possible Partners	
Cofinancing Rate (%)	
Project Duration	

APPENDIX F: APPLICANT INFORMATION FORM

The applicant confirms that all the partners involved in this proposal have been consulted and have agreed to participate.

Specify the total number of partners involved in the project:

Full Name of the Organization	
Acronym	
Mailing Address (where all correspondence regarding this project should be sent)	
Location of Headquarters (if different from the mailing address)	
Telephone	
Fax	
Email	
Website	

Purpose of the Organization	
Zone(s) of Intervention	
Sector(s) of Intervention	
Membership in Groups, Networks, Platforms	
Main Publications by the Organization	
Contact Person(s) for this Project	
Technical Contact (name, telephone number and email address)	
Financial Contact (name, telephone number and email address)	
Administrative Contact (name, telephone number and email address)	
Last Name, First Name and Job Title of the Person in Charge of the Cofinancing Application Dossier²⁹	
Last Name and First Name of the Executive Director (or equivalent)	

²⁹Include in the administrative dossier a list of the people authorized to sign agreements and other official documents for the association.

Date Founded			
Legal Status			
References of the Registration with the Prefecture			
No.		Date	Department
Date Published in the <i>Official Journal</i>			
If appropriate, the date on which public interest status was obtained			
If appropriate, the date certified by a Ministry and which Ministry			

Last Name and First Name of the President	
Last Name and First Name of the Secretary General	
Last Name and First Name of the Treasurer	
Number of Members on the Board of Directors³⁰	
Date of the General Assembly during which the Members of the Current BoD and Bureau Were Elected	
Date on which the Terms of Office of these Members Ends	
Scheduled Date of the Next General Assembly	

	201__	201__	201__
Number of Members			
Number of Dues-Paying Members			
Amount of Dues			

Staff at Organization Headquarters	Total (FTE) ³¹	Full-Time	Part-Time
Salaried Staff			
Unpaid Volunteer(s)			
Total			
Staff in Other Countries	Total (FTE)	Full-Time	Part-Time
Salaried Expatriate(s)			
Local Staff			
Volunteer(s)			
Unpaid Volunteer(s)			
Total			

³⁰ Include a detailed list in the administrative dossier.

³¹ Full-time equivalent.

Budget Categories by Expenditure Line	Total Amount of Funds Allocated over the Past Three Years					
	201__	%	201__	%	201__	%
Functioning of the Organization						
Staff Costs (salaries of headquarters and field staff [expatriates and local hires])						
Rental Fees						
Financial Fees, Taxes and Levies						
Communications and Fund Raising Costs						
Sub-Total						
Interventions (10 budget lines maximum)						
..						
..						
..						
Sub-Total						
TOTAL						

I, the undersigned, in my capacity as the person responsible for this action (project) within the applicant organization, certify that the information provided in this information form is correct.

Location and Date:

Name:

Position:

Signature:

APPENDIX G: INFORMATION FORM FOR EACH PARTNER IN THE PROJECT

The applicant confirms that all the partners involved in this proposal have been consulted and have agreed to participate.

Full Name of the Organization	
Acronym	
Mailing Address	
Location of Headquarters (if different from the mailing address)	
Telephone	
Fax	
Email	
Website	

Contact Person(s) for this Project	
Last Name and First Name of the Executive Director (or equivalent)	

Date Founded	
Legal Status (Include in the technical dossier the certificate of registration or equivalent; if the structure is informal, specify that here.)	
Last Name and First Name of the President (or equivalent)	
Number of Members Making up the Board of Directors	
List of BoD Members	

Purpose of the Organization	
Principal Fields of Intervention	
Association's Human Resources	
Total Annual Budget in Euros	
Primary Donors	
Membership in Networks, Federations, Groups, etc.	
Background on and Nature of the Cooperation with the Partner(s) (institutional and contractual ties)	
Role and Involvement in the Preparation of the Proposed Project	
Role and Involvement in the Implementation of the Proposed Project	
Experience with Similar Actions According to the Partner(s) Role in the Implementation of the Proposed Action	

APPENDIX H: PARTNERSHIP DECLARATION

Important: This declaration must be provided by **each of the partners**.

Title of the Action	
Organization	
Name	
Job Title	

A partnership is a substantial relationship between two or more organizations involving shared responsibilities in the action financed by the contracting body. In order to facilitate the proper implementation of the action, the RAAF requires all the partners to acknowledge this by agreeing to the good partnership principles set forth below.

1. All partners must have read the grant application forms (Project Brief [PB] and Detailed Proposal [DP]) prior to submitting them to the call for proposals and must understand what their role in the action shall be.
2. Each applicant and its partners must consult each other regularly and keep each other informed of the progress in the implementation of the action.
3. All the partners must receive copies of the narrative and financial reports submitted to the RAAF.
4. Any changes in the components of the action in which they participate (for ex., regarding activities, partners, etc.) must be accepted by the partners concerned before being proposed to the RAAF. If the partners cannot reach an agreement, the applicant must indicate this when submitting modifications for approval.

I, the undersigned, in my capacity as the responsible party within the partner organization, certify that I have read the contents of this declaration and pledge to comply with these good partnership principles.

Date and Location:

Name:

Position:

Signature:

APPENDIX I: CHECKLIST

BEFORE SENDING IN YOUR APPLICATION, VERIFY THAT EACH OF THE FOLLOWING ELEMENTS IN YOUR APPLICATION DOSSIER IS COMPLETE AND MEETS THE CRITERIA BELOW:	To be Filled Out by the Applicant		To be Filled Out by the RAAF	
	Yes	No	Yes	No
1. The Project Brief (PB) form, issued for this call for proposals, was used to draft the project brief.				
2. The Detailed Proposal (DP) form, issued for this call for proposals, was used to draft the detailed proposal.				
3. The proposal is typed, and is in either French or English .				
4. Digital copies of the PB and DP have been sent by email to the addresses indicated in the “Application Guidelines” document.				
5. A paper copy identical to the digital version has been sent to the RAAF accompanied by a digital copy (CD or USB flash drive) of the complete proposal (PB and DP) in separate envelopes (ensure that the PB dossier is placed in an envelope separate from that containing the DP).				
6. The action shall be implemented in one or more countries within ECOWAS.				
7. The applicant and each of its local partners have filled out and signed the information sheets (Appendices F & G) as well as the partnership declaration (Appendix H).				
8. The applicant has filled out the cover page (Appendix E) that accompanies the PB and DP.				
9. The budget is presented in the required format (Excel) and drawn up in euros; it is attached to the PB and DP.				
10. The logical framework is filled out and attached to the PB and DP.				
11. The duration of the action is equal to or less than 18 months (the maximum allowed duration).				
12. The grant requested is equal to or less than ... euros.				
13. The financial contribution of the applicant and/or its partners is equal to or greater than ...% of total eligible costs.				
14. The applicant’s signed information sheet is attached to the PB and DP, and a scanned copy has been sent by email.				
15. Each partner’s signed information sheet is attached to the PB and DP, and a scanned copy has been sent by email.				

16. The signed partnership declaration(s) is (are) attached to the PB and DP, and have been sent by email.				
17. Statement of Integrity, Eligibility and Social and Environmental Responsibility				

APPENDIX J: BANK INFORMATION FORM

Account Name ³²	
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Contact at the Bank

Contact	
Job Title	
Address	
City	
Postal Code	
Country	
Tel.	
Mobile Phone	
FAX	
Email	

Bank

Name of the Bank	
Address	
City	
Postal Code	
Country	

Account

Account Number	
IBAN ³³	
Note:	

BANK STAMP + SIGNATURE OF THE BANK'S REPRESENTATIVE (both mandatory)³⁴

DATE + SIGNATURE OF THE ACCOUNT HOLDER (mandatory)

³² Name or Title Under which the Account Was Opened, Not the Name of the Authorized Agent.

³³ If International Bank Account Number (IBAN) Codes are in use in the country where your bank is located.

³⁴ It is preferable to attach a copy of a recent bank statement; the presence of a bank seal and signature of a bank representative is not required. The account holder's signature is mandatory in all cases.

**APPENDIX K: STATEMENT OF INTEGRITY, ELIGIBILITY AND
SOCIAL AND ENVIRONMENTAL RESPONSIBILITY
(TEXT NOT CHANGE)**

Reference name of the RFP :("Contract")

To:.....("Contracting Authority")

1. We recognise and accept that **Agence française de développement** ("AFD") only finances projects of the Contracting Authority subject to its own conditions which are set out in the Financing Agreement which it has entered into with the Contracting Authority. As a matter of consequence, no legal relationship exists between AFD and our company, our joint venture or our subcontractors. The Contracting Authority retains exclusive responsibility for the preparation and implementation of the contract procurement and its subsequent performance.
2. We hereby certify that neither we nor any other member of our joint venture or any of our subcontractors are in any of the following situations:
 - 2.1) being bankrupt, wound up or ceasing our activities, having our activities administered by the courts, having entered into receivership, reorganisation or being in any analogous situation arising from any similar procedure;
 - 2.2) having been convicted, within the past five years by decision of a court decision, which has the force of *res judicata* in the country where the project is implemented, of one of the acts mentioned in sections 6.1 to 6.4 below or of any other offense committed during the procurement or performance of a contract³⁵;
 - 2.3) being listed for financial sanctions by the United Nations, the European Union and/or France for the purposes of fight-against-terrorist financing or threat to international peace and security;
 - 2.4) having committed serious professional misconduct within the past five years during the procurement or performance of a contract;
 - 2.5) not having fulfilled our obligations regarding the payment of social security contributions or taxes in accordance with the legal provisions of either the country where we are established or the Contracting Authority's country;
 - 2.6) having been convicted, within the past five years by a court decision, which has the force of *res judicata*, of one of the acts mentioned in sections 6.1 to 6.4 below or of any other offense committed during the procurement or performance of an AFD-financed contract;
 - 2.7) being subject to an exclusion decision of the World Bank since 30 May 2012, and being listed on the website <http://www.worldbank.org/debarr>³⁶;
 - 2.8) having committed misrepresentation in documentation requested by the Beneficiary as part of the contract procurement procedure.
3. We hereby certify that neither we, nor any of the members of our joint venture or any of our subcontractors are in any of the following situations of conflict of interest:

³⁵ In the event of such conviction, you may attach to this Statement of Integrity supporting information showing that this conviction is not relevant in the context of this AFD-financed contract.

³⁶ In the event of such exclusion, you may attach to this Statement of Integrity supporting information showing that this exclusion is not relevant in the context of this AFD-financed contract.

- 3.1) being an affiliate controlled by the Contracting Authority or a shareholder controlling the Contracting Authority, unless the stemming conflict of interest has been brought to the attention of AFD and resolved to its satisfaction;
- 3.2) having a business or family relationship with a Contracting Authority's staff involved in the selection procedure or the supervision of the resulting contract, unless the stemming conflict of interest has been brought to the attention of AFD and resolved to its satisfaction;
- 3.3) being controlled by or controlling another bidder or being under common control with another bidder, or receiving from or granting subsidies directly or indirectly to another bidder, having the same legal representative as another bidder, maintaining direct or indirect contacts with another bidder which allows us to have or give access to information contained in the respective bids, influencing them or influencing decisions of the Contracting Authority;
- 3.4) being engaged in a consultancy activity, which, by its nature, may be in conflict with the assignments that we would carry out for the Contracting Authority;
- 3.5) in the case of a works or goods procurement procedure:
 - i. having prepared or having been associated with a consultant who prepared specifications, drawings, calculations and other documentation that are subject of the bid;
 - ii. having been recruited (or being proposed to be recruited) ourselves or any of our affiliates, to carry out works supervision or inspection for this contract;
4. If we are a government-owned entity, we certify that we have legal and financial autonomy and that we operate under commercial laws and regulations.
5. We undertake to bring to the attention of the Contracting Authority, which will inform AFD, any change in situation with regard to points 2 to 4 here above.
6. In the context of procurement and performance of the contract:
 - 6.1) We have not and we will not engage in any dishonest conduct (act or omission) deliberately indented to deceive others, to intentionally conceal items, to violate or vitiate someone's consent, to make them circumvent legal or regulatory requirements and/or to violate their internal rules in order to obtain illegitimate profit.
 - 6.2) We have not and we will not engage in any dishonest conduct (act or omission) contrary to our legal or regulatory obligations or our internal rules in order to obtain illegitimate profit.
 - 6.3) We have not promised, offered or given and we will not promise, offer or give, directly or indirectly to (i) any person who holds a legislative, executive, administrative or judicial mandate within the State of the Contracting Authority regardless of whether that person was nominated or elected, regardless of the permanent or temporary, paid or unpaid nature of the position and regardless of the hierarchical level the person occupies, (ii) any other person who performs a public function, including for a State institution or a State-owned company, or who provides a public service, or (iii) any other person defined as a public officer by the national laws of the Contracting Authority, an undue advantage of any kind, for himself or for another person or entity, for such public officer to act or refrain from acting in his official capacity.
 - 6.4) We have not promised, offered or given and we will not promise, offer or give, directly or indirectly to any private person who occupies an executive position in a private sector entity or works for such an entity, regardless of the nature of his/her capacity, any undue advantage of any kind, for himself or another person or entity for such private person to perform or refrain from performing any act in breach of its legal, contractual or professional obligations.
 - 6.5) We have not and we will not engage in any practice likely to influence the contract award process to the detriment of the Contracting Authority and, in particular, in any anti-competitive practice having for object or for effect to prevent, restrict or distort competition, namely by limiting access to the market or the free exercise of competition by other undertakings.

6.6) Neither we nor any of the members of our joint venture or any of our subcontractors shall acquire or supply any equipment nor operate in any sectors under an embargo of the United Nations, the European Union or France.

6.7) We commit ourselves to comply with and ensure that all of our subcontractors comply with international environmental and labour standards, consistent with laws and regulations applicable in the country of implementation of the contract, including the fundamental conventions of the International Labour Organisation (ILO) and international environmental treaties. Moreover, we shall implement environmental and social risks mitigation measures such as specified in the environmental and social management plan or, if appropriate, in the environmental and social impact assessment notice provided by the Contracting Authority.

7. We, as well as members of our joint venture and our subcontractors authorise AFD to inspect accounts, records and other documents relating to the procurement and performance of the Contract and to have them audited by auditors appointed by AFD.

Name: _____ In the capacity of _____

Signature: _____

Duly empowered to sign the proposal in the name and on behalf of³⁷ _____

APPENDIX L: COMPLETE ADMINISTRATIVE DOSSIER

For provisionally selected projects, the RAAF shall require the submission of a Complete Administrative Dossier to verify the applicants' eligibility prior to the signature of the grant contracts. This dossier must be submitted as a paper copy to the following address:

**Agence Régionale pour l'Agriculture et l'Alimentation (ARAA) /
Regional Agency for Agriculture and Food (RAAF)
83, rue des Pâtures (SUPER TACO) LOME Togo
Tél. +228 22 33 82 82 / 22 21 40 02 / 22 21 40 03**

ATTN: Executive Director

One paper copy of the dossier shall be provided, consisting of:

- a certified true copy of the articles of association;
- a copy of the declaration of registration with the prefecture and a copy of the notice published in the *Official Journal* [or the equivalent in function of the laws in force in the country where the organization is based];
- a dated list of the members of the governing bodies, bureau and the main directors and their contact information, and the date of the most recent elections;
- an organizational chart dated and signed by the director;
- the minutes of the most recent General Assembly meeting, or at minimum the agenda of the most recent general assembly meeting and the main resolutions as well as any other document showing activities undertaken and done and a real associative life;
- the balance sheets and profit and loss statements for the past three years (with appendices and explanatory notes), approved by the GA, and showing the origin (public or private) of financial resources (this information shall then need to be updated every year);

³⁷ In case of joint venture, insert the name of the joint venture. The person who will sign the proposal on behalf of the members shall attach a power of attorney from all members.

- the projected budget for the current year, showing the list of public financing approved by the body responsible for setting and approving the organization's accounts (also indicating, if possible, if the financing is granted, requested or to request);
- documents proving the already acquired sources of cofinancing for the action; and
- other administrative documents deemed necessary may be required by the contracting body.

NOTE:

- There is no need to send this administrative dossier at the same time as the Project Brief and Detailed Proposal.
 - **Only the documents indicated in Appendices A, B and K must be sent prior to the deadline for proposal submissions.**
 - **However, the complete administrative dossier must be submitted to the RAAF prior to the signature of the grant contract.**
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