

Youth Call for Proposals

Advancing youth agricultural entrepreneurship and ICT innovations to boost climate-resilient food value chains

Closing date: 15 February 2015

1 BACKGROUND INFORMATION

CTA is a joint international institution of the African, Caribbean and Pacific (ACP) Group of States and the European Union (EU). Its mission is to advance food and nutritional security, increase prosperity and encourage sound natural resource management in ACP countries. It facilitates access to information and knowledge; supports evidence-based, multi-stakeholder development of agricultural policies and strategies; promotes inclusive value chain development and use of Information and Communication Technologies (ICTs); and strengthens the capacities of agricultural and rural development institutions and communities.

2 GRANT OBJECTIVE

The objective of this grant is to advance youth agricultural entrepreneurship and ICT innovations to boost climate-resilient agro-food value chains. It responds to the strategic need to strengthen the involvement of youth in agriculture. It will support youth capacity building and entrepreneurship in ICT for agriculture (ICT4Ag); support the implementation of the *AgriHack Talent* initiative launched by CTA; and promote youth employment opportunities. The call for proposals builds on various activities that CTA has been implementing in the area of agribusiness, value chain development, ICTs, and youth in agriculture (notably within the framework of the *Agriculture, Rural Development and Youth in the Information Society* (ARDYIS¹) project). Youth targeted by this call are young farmers, young agro-entrepreneurs, young ICT specialists, youth studying ICT or agriculture, and other young people interested in agriculture, both men and women, aged between 18 and 35 years old.

3 DESCRIPTION OF GRANT

3.1 Outline of the proposals

Winning proposals will be those which fall in the two categories described below. Successful applicants will receive financial support for the organisation of their proposed activities. Grants can range from EUR 30 000 to 100 000. They can be contracted through two or more phases, depending on the specific projects, with the funding for the second phase conditional on performance during the first phase. A broad range of activities is eligible for the grant but they must coherently be put together to achieve the expected results in each proposal.

<u>Category 1:</u> Proposals aimed at strengthening youth engagement and entrepreneurship in strategic food commodity value chains.

The direct beneficiaries of activities implemented in this category will be young farmers or agroentrepreneurs, from urban or rural areas and young people involved or interested in agribusiness. The proposals will favour the consolidation of agro-food cooperatives or companies led by young people, or the creation of innovative mechanisms for the benefit of young agro-entrepreneurs.

¹ http://ardyis.cta.int



They should illustrate how youth involved will impact or benefit from different segments of the value chains.

The proposals will include different interlinked actions targeting identified actors. The types of activities the grant's funds can cover mainly relate to:

- the development of business skills in an innovative manner;
- policy or business discussions to enhance youth agro-food entrepreneurship or youth involvement in agriculture value chains;
- the marketing of products and services through new ICT tools;
- the organisation of ICT training courses or the use of ICT tools to support agro-business operations and monitor the effects or impacts of their use;
- the documentation of innovative, successful agro-business practices or engagements, or of lessons learned in these endeavours.

Though national innovative proposals will be considered, regional initiatives will be favoured. Entrepreneurial endeavours will relate to strategic food commodities on which CTA focuses.

Strategic food commodities

CTA focuses on selected strategic food commodities as identified by the 2006 African Union Summit, in Nigeria, or in the Caribbean and Pacific agricultural strategy documents. In this context, strategic food commodities are those: i) that carry an important weight in the regional food basket and agricultural GDP; ii) that hold an important (present or potential) weight in the trade balance of the region their contribution to the overall regional export earnings or import bills; and iii) for which the regions have considerable unexploited production, value-addition and trade potential.

In light of this, the commodities on which proposals can focus are the following, depending on the region: rice, legumes, maize, cotton, oil palm, beef, dairy, poultry, fisheries products, cassava, sorghum, millet and other roots and tubers and small ruminants' commodities.

Category 2: Proposals aimed at implementing the "AgriHack Talent" programme at national or regional level, with a focus on value chain development, regional trade or climate change adaptation for strategic food commodities.

The objective of the AgriHack Talent programme initiated by CTA is to support ICT innovations and entrepreneurship in agriculture by youth. It encompasses a series of activities at the heart of which a hackathon or coding competition is organised, followed by capacity building, entrepreneurship support in ICT and agriculture business, as well as promotion of the products developed. The winning teams of developers are incubated³ for several months. The programme seeks to favour eventually the piloting/scaling-up of products developed as relevant. It has been implemented so far at regional levels in East Africa and the Caribbean and took the form of a regional tournament with national phases. More information can be found here http://bit.ly/10vlJ5J. One of the strengths of this initiative is the collaboration between ICT and agriculture stakeholders from the onset. This ensures that awareness-raising on agriculture is

² http://hackathon.ict4ag.org

³ Incubation refers here to the mentoring of the young people, so that they benefit from advices, training and business networking opportunities, to improve their projects/products; they will then eventually have the opportunity to launch them; in most cases, office spaces (including the use of relevant ICT resources and internet) are provided for people incubated in specific timeframes. Many incubators exist in ACP countries (agriculture incubators, technology incubators, etc.) and a partnership can be established with them if needed by project owners.



provided to teams of developers and it favours follow-up with agriculture stakeholders once products are developed.

Key elements that form part of an *AgriHack Talent* initiative (regional level) and results expected are presented in the figure below:



Proposals in this category will aim at organising at national or regional⁴ level an *AgriHack Talent* initiative, based on this model. However they may include other activities, or may not include all activities of the model. However, proposals must include **multi-stakeholder collaboration** from the onset between key national, regional or international ICT and agriculture stakeholders as well as a clear mentoring **or incubation scheme** for the best developers. Teams involved in the development of applications/platforms should have different skill sets. Proposals may also seek to consolidate the results of past AgriHack Talent initiatives.

All stakeholders involved in winning projects of this category will be part of an *AgriHack Talent community*.

For this call, the challenges or themes on which the applications will be developed are:

- boosting the value chains of national or regional strategic food commodities;
- boosting regional trade⁵ on strategic food commodities;
- supporting climate change adaptation for strategic food commodities.

Proposals supporting value chain development will value ICT devices, software or platforms that enhance value addition in agriculture, or strengthen linkages between chain actors. It can also be proposals which strengthen a specific agricultural activity.

Proposals supporting climate change adaptation will encourage young people to develop ICT tools that promote the resilience of agriculture, freshwater and flood management systems,

⁴ ACP regions are: Central Africa, Caribbean, Eastern Africa, Pacific, Southern Africa and Western Africa.

⁵ Regional trade of the concerned ACP regions



weather disaster (early) warning systems for farmers, fishermen and herders, irrigation systems, etc.

Proposals targeting regional trade will aim to enhance business at the regional level of strategic food commodities, in view, notably to reduce food import from outside the region.

Proposals may involve one or all three challenges. The main targets⁶ will be young people interested or involved in the development of ICT applications or platforms on agriculture. The ultimate aim will be to support youth capacity building and entrepreneurial initiatives in ICT for agriculture, as a means to encouraging their involvement in agriculture and enhancing their livelihood opportunities.

3.2. Detailed background to the Call for proposals

The need to extend youth livelihoods and entrepreneurship in agriculture

Youth constitutes a large share of ACP countries' population. Two-thirds of the population of CARICOM countries are below 30 and the same proportion of sub-Saharan Africa is under 25. However, youth are facing critical unemployment and working poverty situations. Depending on the dimension of the youth age range, unemployment rates vary between 11% and at least 40% in sub-Saharan Africa⁷. Agriculture is recognised to be the main sector that offers livelihood and employment opportunities for young people in Africa and in many Caribbean and Pacific countries. However, many young people are not attracted to it because of its image, insecurity, lack of competitiveness and lack of support.

At the same time, it is recognised that, for agriculture to be consolidated as an economic growth accelerator for ACP countries, more youthful workforce needs to engage in it and infuse innovation in its practices. Their contribution is key for the production of sufficient and quality food commodities in order ensure food and nutrition security in a sustainable manner in ACP regions. Young farmers' businesses are also facing several constraints in their operations, which sometimes brings about under-productivity and failures.

Strengthening and advancing youth **entrepreneurship in agriculture** and the integration of **ICT applications** in the sector appear to be two key strategies that can help address the various issues raised above⁸. As youth are those spearheading ICT innovations in all parts of the world, supporting their engagement to develop ICT services for agriculture appears to be a winning strategy⁹. It will not only bring innovations in agriculture, and, eventually, accelerate its productivity and profitability, but it also improves the sector's image, attract more young people in it, improve their capacities and offer livelihood opportunities to youth. Several implemented projects and reports developed by national and international institutions, as well as CTA activities, via notably the ARDYIS project, provide illustrations to support these statements.

Boosting food security, regional trade and climate change adaptation

Food security remains the most critical agricultural and socio-economic challenge in ACP countries. For example, similar to the case of sub-Saharan Africa as a whole, half of the population of West Africa still live below the poverty line of USD 1,25 per day, while the food

 $^{^{\}rm 6}$ People who will benefit from the project activities once implemented.

⁷ World Bank's report on youth unemployment in Africa, 2013; Mo Ibrahim Foundation, Report "Agriculture African Agriculture: Malnutrition: From Meeting Needs To Creating Wealth, 2011. While most UN statistics on youth are based on the definition of youth as those aged between 15 and 24, in many regional development strategies in ACP regions, the youth age threshold is extended to 35 years.

⁸ FAO, Rural development through entrepreneurship, 1997; World Bank, ICT for agriculture Sourcebook, 2013;

⁹ Digital opportunities: Innovative ICT solutions for youth employment" published by ITU 2014.



import bill in the Caribbean region is about USD 4 billion a year. Between the 1990s and the first decade of 2000, in sub-Saharan Africa, the number of people suffering from hunger has increased to approximately 250 million.

Food security and economic growth could be improved if trade within the various regions (among others) is developed. Food imports from outside each region and outside the ACP region as a whole would therefore be reduced. Strategic actions that need to be implemented include documenting key regional agricultural trade issues, improving communication and awareness raising on trade (tariff and non-tariff) barriers and opportunities, promoting quality and safety standards, improving regional market information, promoting regional agro-tourism, etc.

From another point of view, the adverse impacts of climate change are severely undermining efforts to ensure food security. Global warming and the change in weather patterns are causing droughts and floods, reducing crop yields, destroying crops, pastoral lands and livestock. There is need to better prevent climate disasters, build low-cost and effective early warning systems, support the reduction of greenhouse gas (GHG) emissions, and develop systems that can enable a resilient and climate-smart agriculture for strategic commodity foods in particular.

CTA hopes that the implementation of projects selected through this call will effectively contribute to addressing these issues.

4 WHO SHOULD APPLY?

We envision as applicants private or public, national or regional organizations (see section 6.1) which:

- Have innovative, well-articulated project on the issues of youth in agriculture, youth agroentrepreneurship, ICT innovation in agriculture, ICT and entrepreneurship in agriculture, project which have the potential to benefit a large number of people in ACP countries and be replicated;
- Combine bold vision with common sense, and in particular an appreciation of cost effectiveness and sustainability;
- Propose a rigorous approach towards achieving a successful outcome of the proposed actions:
- Argue well how the proposed activities serve to meet the project's objectives;
- Have successful prior work experience with government or donor agencies or the private sector on ICT or agriculture projects;
- Are based in ACP or EU countries. If they are from non-ACP, they must demonstrate the involvement of individuals or organisations from the ACP in the activity or the relevance of the project to ACP countries;
- Make a strong case for how the proposed project contributes to meeting CTA's objectives.
- Have the administrative ability to manage a grant according to CTA rules and procedures.

While regional projects (combining at least three countries) will be favoured, national innovative proposals illustrating good potential for replication or scale-up may also be selected.

Young people aged between 18 and 35 are the direct beneficiaries of activities implemented. The project may be implemented by organisations led by people who are outside the youth age range.



5 PROPOSAL SPECIFICATIONS

5.1 Template and content of the proposal

Proposals and all documents must be in either **French** or **English**. Proposals must be addressed to CTA, and submitted by e-mail to youthgrant@cta.int.

The subject line should contain the following text (without the quotation marks): "Youth Call for Proposals, not to be opened before 15 February 2015", and all the required documents have to be PDF attachments.

CTA will send an e-mail to confirm receipt of the proposal. The acknowledgement will include a registration number that must be used as the reference in all subsequent communications.

The required documents must contain the following:

A. Administrative information

- A.1. An application letter, duly signed, expressing the applicant's interest in participating in the call, and confirming that the applicant and its partners:
 - a) has received and studied the grant guidelines, and accepts all its instructions and conditions:
 - b) is not in a situation that might impair the execution of the contract, specifically that the applicant is not insolvent, bankrupt, being wound up or in a similar situation;
 - c) has abided by all tax and social security regulations in his/her home country;
 - d) has not been convicted in any country of a criminal or civil offence, fraud, corruption of money laundering.
- A.2 Document(s) to establish the nationality of the applicant (for individuals) or legal establishment of the location of the organisation. These must be not more than 360 days old.

B. Technical information

- B.1 Profile of the applicant and a paragraph explaining why the applicant/ organisation is best placed to implement the proposed activities (maximum of two pages). This should cover: areas of expertise; references to similar projects carried out in the recent past; number of employees, including permanent staff and other employees (where applicable) in the last two or three years; main areas of professional competence; resources available to provide the services provided; and annual turnover figures for the last two or three years (where applicable).
- B.2 An overview of the project activities (maximum 6 pages), according to the following template:
 - a. Description of the proposed activities (activities should be numbered), the outputs of each activity, and the link of each activity to the intended results of the project. A strong argument is needed as to how and why the proposed activities will achieve the grant objective, and in particular, the project's desired results (see section 2 above).
 - b. Description of target audience (including number, profiles, countries)
 - c. Proposed monitoring and evaluation mechanisms



- B.3 Proposed team for the execution of the proposed activities: profile (2 pages maximum) indicating the competencies of the experts, their complementarity and suitability for the activities proposed; succinct CVs of the members of the team, indicating at least their nationality, their education, field of expertise, professional experience and language skills; and a table or diagram of the tasks assigned to the members of the team and the total number of person-days that will be provided by each expert.
- B.4 A proposed execution schedule with indication of the main milestones. The proposed activities (first year activities if the project will be executed over a longer timeframe) need to have terminated no later than 30 September 2015, all financial reports will be sent in October 2015 (covering the period up to 30 September 2015).

C. Financial information

C.1 A budget, with an indication of the funding requested from CTA and for what the CTA funds would be used. Please provide budget information as per the following template:

Table 1: Budget (Euro)

Activity number	1.	2.	Add as	Total	Budget narrative (explains how the
Item			relevant		budget line has been calculated, giving details on the elements entering into the calculation)
A. Personnel (as relevant)					ou.ou.duo.iy
A.1 Staff					Figures have to be justified using Table 2 below.
A.2 Experts					Experts are recruited for a number of days to support project activities. Fees are per day, as per actual costs.
A.3 Consultants					Consultants are recruited to produce specific outputs. Fees are all-inclusive lump-sum amounts.
B. Travel (if relevant)					
B.1 Staff and experts					Ticket costs; for international travel 120€/person lump sum (to cover visa costs, travel to and from airports); hotel and per diem costs while travelling.
B.2 Meeting participants					Idem
C. Other direct costs (as relevant)					(to be reimbursed as per invoices of service providers)
C.1 Meeting facilities					
C.2 Interpretation					
C.3 Printing					
C.4 Translation, editing					
C.5 Dissemination of information					
C.6					
D. Project management costs*					This is 7% if any workshops are organized under the project, and 4% if there are not.
TOTAL					
Requested support from CTA					
Sources of funding for remaining sums					

* Costs covered under this item include communication costs, accounting, technical and financial report preparation, and other costs such as utilities, vehicle use and maintenance and stationery.



- C.2 The grant is to be paid:
 - a. 20% payment on signature of the contract and submission of a note on the stage of preparation of first actions;
 - b. 60% payment on delivering a first series of outputs and reports;
 - c. 20% payment on approval of the activity and financial reports and documentation evidencing the required 10% co-funding (see section C.3 below).
- C.3 An overview of the co-funding contributed by the applicant and/or third parties (in kind and/or in funding). CTA requires co-funding for its competitive grants. For this call, co-funding has to be at a minimum 10 per cent; higher co-funding shares are encouraged. Co-funding can come from the applicant organization or from third parties. Contributions of staff time towards the project can be considered as co-funding, but these have to be quantified and verifiable. Applicants that wish to include payments to their staff as part of their contribution are requested to provide information in the following format:

Table 2: Estimated number of staff days to be contributed to the project The activity number should corresponds to the numbering in the budget

	Salary cost, daily rate							
	Staff 1	Staff 2	Staff 3	Staff 4	Staff X			
Activity	Euro	Euro	Euro	Euro	Euro			
1								
2								
3								
4								

As required by the contribution agreement with the European Union and to establish eligibility of costs, partners should determine the daily rate of the salary cost for each person assigned to the project activities as follows:

- The sum of the annual gross salary, social security payments and other costs that are components of the salary costs in a strict sense, is divided by the number of productive days in the year. It should be stressed that overhead costs are not taken into account.
- The number of productive days in the year is calculated as the total of days in the year minus weekends, annual leave, statutory holidays, sickness days and other leave days.

It should be noted that CTA is exempted from value added tax, in accordance with Article 15, paragraph 19 of Directive 77/388/EEC and by virtue of the Headquarters Agreement, concluded on 7 August 1984 by and between the Kingdom of the Netherlands and CTA.

5.2 What is out of scope?

Proposals which envisage that the CTA grant will be primarily used for activities outside of ACP countries are not eligible. Similarly, proposals that do not address the scope of the call cannot be considered. Unfortunately, we cannot support proposals submitted by individuals or activities that are restricted to research or the publication of reports or books.

5.3 Budget expectations

CTA expects the proposed budget to be cost-effective and to provide good value for money. Organisations can submit multiple proposals but only one will be funded. CTA can accommodate proposals with requests for support of between Euros 30,000 and 100,000.



6 RULES AND GUIDELINES

6.1 Eligibility

- Participation in this call is open equally to any natural and legal person from the ACP States
 and the Member States of the European Union contributing to the EDF; from official EU
 candidate countries and member States of the European Economic Area; from Least
 Developed Countries (LDCs) according to OECD/DAC; from any other country covered by
 a European Commission decision establishing reciprocal access to external aid as the
 region covered by this proposal includes LDCs, this automatically includes all OECD/DAC
 members; and to international organizations wherever they have their seat.
- Subcontracting is authorised.
- If the applicant intends to subcontract one or more parts of the services to be provided, he
 must indicate clearly in his submission the names of the subcontractors as well as the
 nature and amount of services subcontracted; less than 50% of the services to be provided
 can be subcontracted.
- A subcontractor may not subcontract in turn.
- Subcontractors must meet the conditions of eligibility.

6.2 Procedure

Step 1 Submission of the proposal

Proposals must be sent by email to youthgrant@cta.int. Emails must arrive at the latest by 15 February 2015 23:59 Netherlands time. Proposals received after this deadline will be rejected.

❖ Step 2 Review process

Proposals will be reviewed and selected by an evaluation committee (see section 6.3 for evaluation criteria).

Contracts are awarded to the applicants:

- Who meets the eligibility rules;
- Whose submission is compliant with the administrative requirements;
- Whose financial proposal, in terms of the support requested from CTA, is at least Euros 30 000 but not more than Euros 100 000; and

Within the limits of the available budget and keeping in mind CTA's objective to have a well-balanced portfolio of activities, grants will be given to the best-scoring proposals. Available funds will be allocated starting with the highest-scoring project. Should, for a given applicant, the available budget be less than 100 per cent but more than 80 per cent of the financial support requested by the applicant, CTA will contact the applicant to verify whether it is possible to execute the project with the funds available.

Applicants whose proposals are accepted will be notified in writing no later than 45 days after the closing date of this call.

Pursuant to the submission form, CTA may ask the successful applicant to provide documents to substantiate the proposal, notably documents relating to the legal status of the applicant; additional technical information; and references of similar activities executed. If the applicant



does not provide such proof within 14 days, the award will be null and void, and CTA may then award a contract to another applicant or cancel the Call for Proposals procedure.

Unsuccessful applicants will be informed that their submissions were not accepted. The contract awarding notice is published on the CTA website (www.cta.int).

❖ Step 3 Signing of the contract

Contracts will be drawn up by CTA, according to its relevant terms and conditions. The successful applicant must sign, date and return the contract to the respective organization within 14 days after receipt thereof.

If the successful applicant does not comply with this obligation, the decision to award the contract may be reversed. In such a case, CTA may award the contract to another application.

6.3 Evaluation criteria

Administrative verification

The administrative verification includes:

- Verification of the application's eligibility
- Verification of compliance with the administrative requirements, in particular:
 - The proposal submission date;
 - The authorised language(s) for submitting the proposal;
 - The submission of the proposal with all the elements required by the terms of reference (e.g. methodology, list and CVs of experts, schedule of activities).
- More generally, verification that all the documents and information required of the applicant and, where applicable, the members of a consortium and subcontractors, are available and valid.

Proposals which do not meet these three sets of criteria are rejected immediately. The others will be evaluated.

Proposal evaluation

The evaluation of each technical proposal is carried out in accordance with the following weighting and awarding criteria:

Score Card for Evaluation

Criteria	Maximum score
Financial and operational capacity of the applicant	
Appropriateness of proposal in light of the applicant's areas of competence	4
Demonstrated affinity with youth in agriculture or ICT innovation work	3
Recent experience (last two years) in working with government agencies, donor agencies and /or the private sector	3
Team composition : adequacy to the nature of the proposed activities	4
Administrative and financial capacity to execute grant contract (NOTE: a score of less than 6 may lead to the elimination of the proposal)	10
Sub-total Sub-total	24



Relevance in light of CTA programmatic priorities	
Fit with overall youth in agriculture strategy of CTA	8
Contribution of proposed activities to the project's overall objective and target results	
Fit with CTA regional priorities (which derive from ACP regional priorities)	
Sub-total	6 22
Methodology (coherence, efficiency, effectiveness, expected impact and sustainability)	22
Understanding of project and appropriateness of the proposed methodology	6
Originality of the proposed activities	5
Project combines bold vision with common sense, and an appreciation of cost effectiveness and sustainability	8
Possible impacts of the proposed activities, if successful	5
Proposal is well-drafted and well-structured	5
Clarity and appropriateness of the proposed time line	5
Sub-total Sub-total	34
Budget and cost-effectiveness of the proposal	
Cost effectiveness of the proposal	10
Effective co-funding with applicant/third parties	10
Sub-Total	20
GRAND TOTAL	100

No other awarding criterion will be used and no change will be made in the weighting.

Applicants whose mark does not reach 70% of the maximum technical mark are rejected.

7 CONFIDENTIALITY

The entire evaluation procedure is confidential. The decisions of the evaluation committee are collegial and its deliberations are conducted behind closed doors. The members of the evaluation committee are bound by the obligation of secrecy. The evaluation reports and written minutes in particular are intended exclusively for internal use and may not be communicated to the applicants or to any other party.

8 COPYRIGHT AND OTHER INTELLECTUAL PROPERTY RIGHTS

With the exception of CTA's rights further specified below, the Grantee retains all copyright, rights in the nature of copyright and all other intellectual property rights throughout the world (present and future, and including without limitation all renewals, extensions, revivals and restorations thereof and accrued rights of action in respect thereof) on the results of the projects co-financed by CTA. However, CTA will (without limitation) be entitled to produce, publish, adapt, promote any paper(s) or any translation, adaptation or abridgement of the paper(s) in any form and in any language written or facilitated under the project.

CTA will use reasonable endeavours to ensure that the author(s) is(are) identified as the author of the paper(s) whenever the paper(s) is(are) published in its(their) entirety by CTA. Subject to this, the author(s) irrevocably and unconditionally waive(s) his or her(their) moral rights he or she(they) may have in any territory of the world.



9 WARRANTIES

By providing any submission materials, the applicant warrants that it has the right to provide the information submitted.

10 CANCELLATION OF THE INVITATION TO CALL FOR PROPOSALS PROCEDURE

If a Call for Proposals is cancelled, the applicants are informed accordingly. CTA will under no circumstances be held liable for damages, irrespective of their nature, including, without restriction, damages for loss of earnings, and irrespective of their connection with the cancellation of an invitation to call for proposals procedure.

Furthermore, the launch of a call for proposals procedure in no way requires CTA or any of the other organizations involved to implement the programme or project announced and to contract the services.