



PROGRAMME DE DEVELOPPEMENT DU
COMMERCE EQUITABLE EN AFRIQUE DE L'OUEST

BRIEFING NOTE

Call for projects for fair trade certified Producer Organizations:

"Fair trade value chains, innovation and agro-ecological and social transition in West Africa".

"Fair trade cocoa, innovation and agro-ecological and social transition in Côte d'Ivoire".

Date: January 08, 2020

A program implemented by:



And funded by:



The present document aims to inform Producer Organizations (PO) certified by a fair trade certification scheme present in the 6 countries of intervention of the EQUITE¹ program of the future support opportunities could benefit from within the framework of the EQUITE program.

The information provided in this document aims to provide an indicative timetable for the call for projects of the EQUITE program which will be launched in the first half of 2020 so that eligible Producer Organizations can prepare themselves in good conditions to apply to the call.

This document does not constitute the call for projects of the EQUITE program as such, which will be disseminated at a later stage according to the timetable set out below.

The deadlines for submitting to the various calls for projects will be firmly and definitively communicated at the time of the official publication of the call for projects scheduled for early February 2020.

¹ Burkina Faso, Côte d'Ivoire, Ghana, Mali, Togo and Benin

1. Background: presentation of the EQUITE program 2019-2023

The French Development Agency (AFD) and the French Facility for Global Environment (FFEM) have decided to finance a second phase of the EQUITE program for a period of 4 years (2019-2023) with the main objective of:

« Contribute to the sustainable economic development of low-income countries, fight poverty and strengthen family farming by supporting the development of fair trade value chains in West Africa. »

To achieve this objective, the EQUITE program supports the implementation of projects to consolidate Fair trade certified Producer Organizations located in 6 West African countries: Côte d'Ivoire, Ghana, Burkina Faso, Mali, Togo and Benin. The EQUITE program plans to support at least 40 Fair trade Producer Organizations, which may already have been supported in the implementation of their projects during the first phase of the program (January 2016 - September 2019).

For more information on the EQUITE program: www.program-equite.org.

2. A financial support fund for fair trade certified Producer Organizations

The EQUITE program will launch 2 calls for projects opened to fair trade certified Producer Organizations:

-Call for projects "Fair trade value chains, innovation and agro-ecological and social transition" concerning the six countries of intervention of the program and all fair trade certified value chains,

-Call for projects "Fair trade cocoa, innovation and agro-ecological and social transition in Côte d'Ivoire" intended only for Producer Organizations in the cocoa sector, based in Côte d'Ivoire.

The aim of these 2 calls for projects is to support projects that should contribute to strengthening the administrative, organizational, good governance, financial, accounting and/or technical capacities of Producer or Craftsmen Organizations, while at the same time presenting a high added value from an environmental point of view, particularly in terms of reducing greenhouse gas emissions or adapting to the effects of climate change, notably by improving production methods, natural resources management and product processing.

Special attention will be paid to projects that also have a high added value in terms of reducing gender inequalities and promoting gender equality, which constitutes a major axis of sustainable development in West Africa and in the world (cf. Sustainable Development Goal n°5).

The projects should also, as far as possible, be innovative in nature.

2.1. Eligible project holders: who can submit a project?

2.1.1. Call for projects « fair trade value chains, innovations and agro-ecological and social transition »

The organizations eligible for this call for projects are the following:

- Organizations of producers or craftsmen². These organizations may be first level (cooperatives or other groups of producers or craftsmen) or second level (federations of cooperatives or groups),
- A grouping of several fair trade certified Producer Organizations presenting a common project,
- Certified fair trade NGOs working in support of Producer or Craftsmen Organizations.

To be eligible for the call for projects under the EQUITE program, these organizations must:

- Be located and legally recognized in one of the following countries: Benin, Burkina Faso, Côte d'Ivoire, Ghana, Mali and Togo,
- Be fair trade³ certified by at least one of the following certification schemes⁴: Fairtrade/Max Havelaar, Fair for Life, World Fair trade Organization (WFTO), Symbolo de los Pequeños Productores (SPP),
- Be part of one or more of the following value chains: cocoa, fruit, shea, cashew and handicrafts, or any other chain that is subject to fair trade certification,
- Have been existing legally for two years and be able to attest to their legal status.

Eligible organizations will have to commit to ensuring that their members do not practice deforestation and child labor and to providing an income equivalent to men and women doing equal work.

2.1.2. Call for projects « fair trade cocoa, innovation and agro-ecological and social transition in Côte d'Ivoire »

The organizations eligible for the call for projects under the EQUITE program are:

- Producer Organizations². These organization may be first level (cooperatives or other producer groups) or second level (federations of cooperatives or groups),
- A grouping of several fair trade certified Producer Organizations that present a common project.

To be eligible for the call for projects, these organizations must:

- Be located and legally recognized in Côte d'Ivoire,
- Be fair trade³ certified by at least one of the following certification schemes⁴: Fairtrade/Max Havelaar, Fair for Life, World Fair trade Organization (WFTO), Symbolo de los Pequeños Productores (SPP),

² which may cover different legal forms recognized according to the legislation in force in the country where the organization is located.

³ Or being in the process of certification

⁴ Copies of the FT and possibly organic certifications must be imperatively attached to the application file of each PO.

- Be part of the cocoa sector,
- Have been existing legally for two years and be able to attest to their legal status.

Eligible organizations will have to commit to ensuring that their members do not practice deforestation and child labor and to providing an income equivalent to men and women doing equal work.

2.2. Eligible projects to submit: which projects will be supported?

The actions proposed in the projects will have to relate **necessarily** to:

1) The “Agro-ecology and ecological transition of production and processing methods that can lead to organic certification”.

The impacts of the projects will aim in particular at improving: soil fertility management, energy efficiency, waste recovery, sustainable management of natural and/or cultivated biodiversity, environmental certification, reduction of wood consumption and reduction of deforestation, etc.

2) And at least two of the other four themes:

2.1. Promotion of women in entrepreneurship and reduction of gender inequalities.

The impacts of the projects will aim in particular at: strengthening the economic emancipation of young people and women, their direct access to resources, reducing inequalities between men and women, strengthening the position of women and young people within Producer Organizations, improving women's access to land, etc.

2.2. Improving the quality of products and transformation processes, setting up traceability systems and better internal governance.

2.3 Strengthening the trade capacities of POs.

2.4. Digital tools and new technologies

The **types of actions eligible** for projects to be funded are broad and diversified:

- Establishment of services to members or improvement of existing services (technical support, collection of products, production and distribution of organic fertilizers, etc.);
- Improvement of product quality and control procedures in line with buyers' requirements;
- Diversification of production and creation of added value notably through processing, packaging and other services provided to buyers, etc.;
- Improvement of trade capacities for market development and diversification;
- Improvement of product traceability in line with buyers' requirements;
- Improvement of internal administrative and financial management;
- Improvement of internal organization and governance;
- Development of sustainable agricultural practices through the dissemination and implementation in the field of agro-ecological practices that can be associated with the implementation of organic certification;
- Reduction of gender inequalities and implementation of actions aimed at strengthening the role of women in POs and NGOs;

- Development of actions aimed at protecting natural or agricultural biodiversity and mitigating climate change;
- Use of digital tools and information and communication technologies;
- Etc.

The types of expenditure eligible under these calls for projects will be as follows:

- Technical assistance, training and awareness-raising;
- Specific studies or pilot operations;
- Financing of small materials or equipment to complement other forms of intervention (only if such equipment is essential for the start-up or implementation of the project).

The duration of the projects submitted under these calls will be between 12 and 30 months.

Preference will be given to projects lasting 24 months or more.

3. Grant amount awarded

The grants awarded by the EQUITE program will be between **50.000 euros and 250.000 euros**⁵.

Applicant organizations will have to provide at least **25% self-financing** (own resources of the organization or valorization of contributions in kind: voluntary work, collective work, etc.) or **other funding**.

4. What will be the main steps of the procedure?

The response to the calls for projects by the applicant organizations will be in **two distinct stages**:

- **Step 1: Submission of a concept note**

The outline of this concept note will be made available to the submitting organization at the time of the official launch of the calls for projects.

This document of less than ten pages will have for vocation to:

1. Introduce the applicant organization: name of the organization, contacts, official status, purpose, certification references, number of members, capital, main board members, experience of the organization, etc.
2. Present its project: problems to be solved, objectives and expected results, main activities to be implemented, main partner structures involved, etc.
3. Give an estimate of the cost of the project based on an outlined budget.

⁵ Indicative equivalence in FCFA: between 32797850 and 163989250 FCFA, equivalent in Ghanaian Cedi to be established based on current exchange rates.

Applicant organization may apply to the program for support in drafting and formatting this concept note.

A selection committee will study all eligible concept notes and will select organizations that will be able to submit a full project proposal.

- **Step 2: Submission of a full project proposal**

This document of about twenty pages will have for vocation to:

1.	Recall and detail the elements of presentation of the organization;
2.	Detail the context of intervention and the problems that the project proposes to solve;
3.	Present in details all the planned activities and describe how they will be carried out;
4.	Present in details the envisaged partners and their function within the framework of the implementation of the project;
5.	Details of the organization's experience in the different fields of intervention concerned by the project;
6.	Present a detailed budget;
7.	Present a logical framework for the project;
8.	Present a precise chronogram indicating the periods of execution of each activity.

A selection committee will meet again to examine all full proposals for eligible projects and select projects to be supported under the EQUITE program.

5. Indicative timetables for call for projects

Applicants will have the opportunity to respond to the present calls for projects in two separate lots (two dissemination and appraisal cycles spaced in time, each covering the two calls for projects presented in this document) according to the following timetable:

		Publication date of calls for projects	Indicative date of reception of concept notes	Indicative date of reception of full projects proposals	Indicative date of projects' start
Batch 1	All Producer Organizations	First week of February 2020	First week of April 2020	First fortnight of June 2020	Beginning of September 2020
	Producer Organizations having received support under the EQUITE ⁶ program 2016-2019		First week of March 2020	Mid-April 2020	Mid-June 2020
Batch 2				End of August 2020	Mid-November 2020

The above timetable is indicative and subject to change. The EQUITE program managers will keep you informed of any changes.

⁶ COOPAKE, UGF/CDN, NUNUNA, Association TON, UPROMABIO, FUAPROKA, SCEB, CAMAYE, CANN, CAYAT, ECOOKIM, PROCAB, TRADEAID, CIGMA, Solid Rock Association, NKO'SAKAWA, ULPKS, COPROKAZAN, FENABE

6. Summary of the content of the calls for projects

The calls for projects will include:

- 1) PRESENTATION OF EQUITE PROGRAM
- 2) PRESENTATION OF THE CALL FOR PROJECTS: Objectives, Amount of budget available, Eligible countries, Eligible sectors, Eligible project holders: who can submit a project, Duration of the projects submitted under this call, Size of the projects financed
- 3) APPLICATION FOR APPLICATION TO THE CALL FOR PROJECTS: Submission of the application, Assistance in the formulation of projects, Conditions to be met by bidders,
- 4) PROJECT SELECTION PROCEDURES: COSEL, the pivotal body in the project selection process, The stages of project selection, The organization of three selection committees
- 5) FINANCING AND DISBURSEMENT OF FUNDS
6. PROVISIONAL TIMETABLE FOR THE CALL FOR PROJECTS
- 7) ANNEXES: Contents of the Concept Note application form, Contents of the Detailed Proposal File, Complete Administrative application form

Annex: List of acronyms

- AFD: Agence Française de Développement
- AVSF: Agronomes et Vétérinaires Sans Frontières
- COSEL: Selection Board
- FFEM: Fonds Français pour l'Environnement Mondial
- FFL: Fair For Life (Fair trade certification scheme from ECOCERT)
- FI: Fairtrade International
- FT: Fair trade
- NGO: Non-Governmental Organization
- PO: Producer Organizations
- SPP: Symbolo de los Pequeños Productores
- WFTO: World Fair trade Organization