

Beyond Chocolate

Call for Proposals

Concept Note Template

General project information

Date

Project name

Company

Name of contact person

Email address of contact person

Phone nr of contact person

Country of implementation

Area / region of implementation

Starting date

Ending date

Expected number of
beneficiaries (m/f)

Total cocoa volume targeted

Estimate of the total budget

Partners



Project applicants

Project lead applicant details and contact person

Name of organization

Legal form of entity

Address and contact
details organization

General contact person of
organization for this Application

Role within the project

Other partners in the project application, please only fill if applicable:

Project partner 1 (if applicable)

Name of organization

Legal form of entity

Address and contact details
for organization

Role within the project

Project partner 2 (if applicable)

Name of organization

Legal form of entity

Address and contact details
for organization

Role within the project



Project partner 3 (if applicable)

Name of organization

Legal form of entity

Address and contact details
for organization

Role within the project

Project partner 4 (if applicable)

Name of organization

Legal form of entity

Address and contact details
for organization

Role within the project

Project partner 5 (if applicable)

Name of organization

Legal form of entity

Address and contact details
for organization

Role within the project



Project partner 6 (if applicable)

Name of organization

Legal form of entity

Address and contact details
for organization

Role within the project

Project partner 7 (if applicable)

Name of organization

Legal form of entity

Address and contact details
for organization

Role within the project

Project partner 8 (if applicable)

Name of organization

Legal form of entity

Address and contact details
for organization

Role within the project



Proven track record

Please describe the strength of the project team, proven track record / project management and the technical capacity of the implementing organizations (any attachments for references could be added to the submission of this concept note)



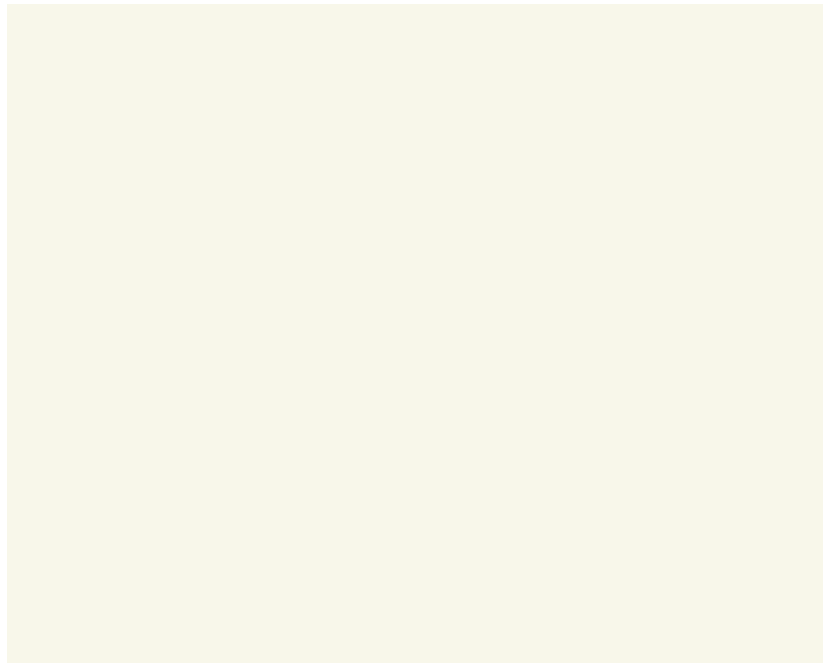


COMPANY COMMERCIAL AND SUSTAINABILITY STRATEGY

Commodity and service flows

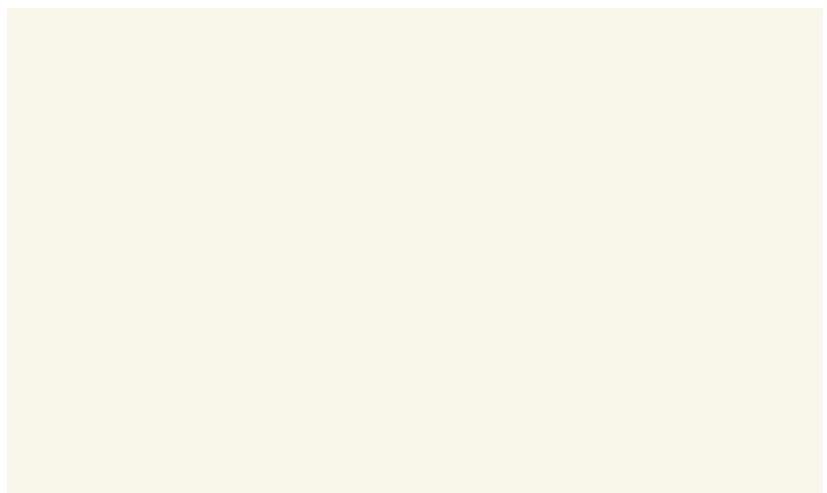
Draw a diagram of the commodity and service flows in the supply chain related to this project. Please indicate volumes and locations of the different actors in the supply chain. You may add a short description in writing.

You can also include the drawing as an annex to the concept note.



Sustainable sourcing strategy

Briefly explain the company's strategy regarding sustainable sourcing and how this project adds to that.





Living Income

Do you have data on the living income benchmark, actual farmer incomes and / or living income gap in your supply chain?

Living income benchmark:

YES NO

If yes please attach this information to the concept note. Several existing benchmarks for different regions can be found in [LICOP compilation of living income benchmarks](#).

If no, please explain how you plan to collect this data.

Actual farmer income:

YES NO

If yes please attach this information to the concept note, including division in farmer segments (if available).

If no, please explain how you plan to collect this data.



Living income gap:

YES NO

If yes please attach this information to the concept note

If no, please explain how you plan to collect this data.





PROBLEM STATEMENT AND OBJECTIVES

Before filling in this section, browse to the [IDH roadmap on Living Income for more information on living income and the income driver thinking](#).

Background

What are the main problems/issues that the project would need to address?
Which groups are impacted by the issues.

Issue / problem	Which group (company / farmer household / cooperative / community)	Description
<i>Farmers do not earn a living income</i>		



Key objectives

What are the key impact objectives, which groups are addressed through project implementation and how do the objectives address the problems mentioned? How are these linked to income drivers?

Key impact objective	Description	Main beneficiary (company / farming household / community)
<i>Progress towards closing LI gaps</i>		



Include activities to address the objectives mentioned, and how this addresses the key objectives.

Key activities	Description	Key impact objective addressed in the activity	Main beneficiary (company / farming household / community) and # of beneficiaries



Key activities	Description	Key impact objective addressed in the activity	Main beneficiary (company / farming household / community) and # of beneficiaries



Please note that the following will be requested during the full proposal phase:

- Detailed budget linked to proposed project activities
 - GANTT chart on project planning and activities
 - Detailed project KPIs
 - Information on project auditability, monitoring, evaluation and learning
-

SELECTION CRITERIA

Contribution to Initiative's targets

Living Income target

Please describe how the project is addressing the five living income drivers and how you intend to measure progress in closing the LI gaps, as specified in the [IDH roadmap on Living Incomes](#).

Land size

Price

Volume

**Cost of
production**

**Diversified
income**



Stable income

Please describe how the project will ensure a stable income in case of price fluctuations.

Additional targets

Please describe how the project contributes to the additional targets as described in the prospectus.

Is the project working on halting deforestation?

YES

NO

Please provide more information in the box

Is the project working on protecting biodiversity and/ or promoting sustainable reforestation?

YES

NO

Please provide more information in the box



Is the project working in a priority region of the Cocoa & Forests Initiative (CFI) or the Roadmap to Deforestation-free Cocoa in Cameroon?
Please refer to the prospectus for an overview of the priority regions.

YES NO

Please provide more information in the box

Is the project making sustainable crop improvements in the face of environmental challenges?

YES NO

Please provide more information in the box

Is the project gender intentional as per the definition in annex 1b?

YES NO

Please provide more information in the box

Is the project gender transformative as per the definition in annex 1b?

YES NO

Please provide more information in the box



Is the project working on strengthening farmer organisations?

YES

NO

Please provide more information in the box

Have the cooperatives you are working with engaged with the [TDC coaching program](#) or is this part of the project interventions?

YES

NO

Please provide more information in the box

Is the project providing access to finance to farmers?

YES

NO

Please provide more information in the box



Traceability at farm level – clear link with the Belgian market

Please describe how the project links to the Belgian chocolate market? And how will you measure that cocoa from this project reaches the Belgian market?

Scalability

Please describe how the project will be scaled or describe the potential for scaling.



FINANCE AND COST-EFFECTIVENESS CRITERIA

Please note that at least 2/3 of the budget needs to be taken up by the private sector.

Total budget in EUR:

Private sector contribution in EUR:

Requested co-financing in EUR:

Any other contributions in EUR:

Exit strategy

Please describe how of the proposed project will continue after co-funding has ended.



Auditability, monitoring, Evaluating and learning

Please describe how you intend to share back learnings to the wider partnership.

Please provide a high-level Theory of Change for the project. You can also attach the Theory of Change as an annex.



THE LIVING INCOME APPROACH

Living Income tools

Please describe which tools are available in your company to measure actual income and living income gap closure in the target population?

A large, empty rectangular area with a light beige background, intended for the user to provide a detailed response to the question about existing tools for measuring actual income and living income gap closure.

Please describe which (IDH) tools you would need to successfully measure actual income and living income gaps in the target population? What is the support that you require?

A large, empty rectangular area with a light beige background, intended for the user to describe the IDH tools needed for successful measurement and the support required.



GROUND FOR EXCLUSION

Do you guarantee that any of the project applicant shall guarantee the absence of unacceptable activities or behaviour, undertaken by the project or within its sphere of control, included but not restricted to?

- Slavery, forced labour
- Sexual harassment
- Unlawful activities or behaviour YES NO
- Bribery and corruption
- Fraud

Should any of the above appear or occur or should there be any strong suspicions of the above before or during the implementation of the project, the Program Management team shall be entitled to terminate the project agreement without the risk of incurring liability for damages or compensation.

Do you confirm that any of the project applicants are not in one of the situations as listed below?

YES NO

- They are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- They, or persons having powers of representation, decision-making or control over them have been convicted of an offence concerning their professional conduct by a judgment which has the force of res judicata;
- They have been guilty of grave professional misconduct proven by any means which the IDH can justify;
- They have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established, or with those of Belgium or those of the country where the contract is to be performed;
- They, or persons having powers of representation, decision making or control over them, have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organization, money laundering or any other illegal activity, where such illegal activity is detrimental to the Belgian government's financial interests.



ANY ADDITIONAL COMMENTS / INFORMATION

SUBMISSION OF CONCEPT NOTE

This Concept Note can be submitted to the Program Management Team: Charles Snoeck (snoeck@idhtrade.org) and Marloes Humbeeck (humbeeck@idhtrade.org). Any question related to this Call for Proposal could also be addressed to the Program Management Team. The deadline for submission is July 7th.

ANNEXES

[Annex 1a. IDH roadmap on living income](#)

Annex 1b. IDH Gender concepts and criteria