



# **Call for Proposals Number 155297**

**Energy efficient household devices,  
distribution, after-sales structures and  
Mini-grids for exploring economic growth  
potential in rural areas**

**Instruction for Grant Applicants on  
PADOR and PROSPECT**

# How to Apply?





## How to apply for this Call for Proposals?

### **PADOR:**

- Prior online registration in PADOR (Potential Applicant Data Online Registration) for lead applicant and its co-applicant(s) is compulsory:  
[http://ec.europa.eu/europeaid/work/oneservices/pador/index\\_en.htm](http://ec.europa.eu/europeaid/work/oneservices/pador/index_en.htm)
- Read "Quick Guide" available on website prior to registration
- If it is impossible to register complete 'PADOR off-line form'
- Helpdesk on functioning PADOR: [EuropeAid-IT-support@ec.europa.eu](mailto:EuropeAid-IT-support@ec.europa.eu) **via the online support form**
- Do NOT contact EU Delegation for PADOR related questions!
- Register in PADOR well in advance!



**General**[Access your organisation](#)[Search for Partner](#)[How to fill in PADOR \(Quick Ref.\)](#)[What is LEF data?](#)[User management](#)**Screens to be filled in**[Administrative data](#)[Profile](#)[Sectorial experience](#)[Geographical experience](#)[Crossed Information](#)[Financial health](#)[Financing sources](#)[Audit Report](#)[Staff](#)[Board of Directors](#)[Additional Information \(optional\)](#)**Signature**[Sign and Submit to the European Commission](#)**Tools****PADOR - P**

Welcome to the PADOR module. P

Following the revision of PR  
geogra

**EuropeAid ID** (?)**-2008-CGB-0603996580****-2008-FHZ-1803043010****AD-2009-EAK-1111323342****AD-2011-EWX-2801883147****AD-2015-FCS-1702709979****AE-2009-EAL-1111323489****AE-2014-CIB-2707432618****AF-2007-CSA-2711177050****AF-2007-DOL-2711204720****AF-2007-DOL-2711207548****AF-2007-DOM-2711208946****AF-2007-DQA-2711274057**



## How to Register in PROSPECT?

- PROSPECT: electronic system for management of Calls for Proposals
- Create a ECAS Username and password (***see slide 7***)
- PROSPECT allows Applicants to submit their proposals online, follow up status of their application in real time, and receive evaluation results instantly online!
- You will receive automatic notification of receipt of your application and
- In case a new document (Clarifications, Corrigendum, etc.) is published for your call
- Read user guide available on the website!

**There will be no Physical Mailbox for this Call!**





## INTERNATIONAL COOPERATION AND DEVELOPMENT

### Calls for Proposals and Tenders

European Commission > International Cooperation and Development > Funding > Funding > Calls for Proposals and Tenders

## Calls for Proposals and Tenders

Latest Publications

Search by reference

Advanced Search

Reference



155297

Search

### Energy efficient household devices, distribution, after-sales structures and Mini-grids for exploring economic growth potential in rural areas

Programme : Africa, Caribbean and Pacific

Type : Action Grants

Status : **Open** » 07/06/2017

Budget : 4,000,000 (EUR)

Documents :

Geographical Zone : Lesotho

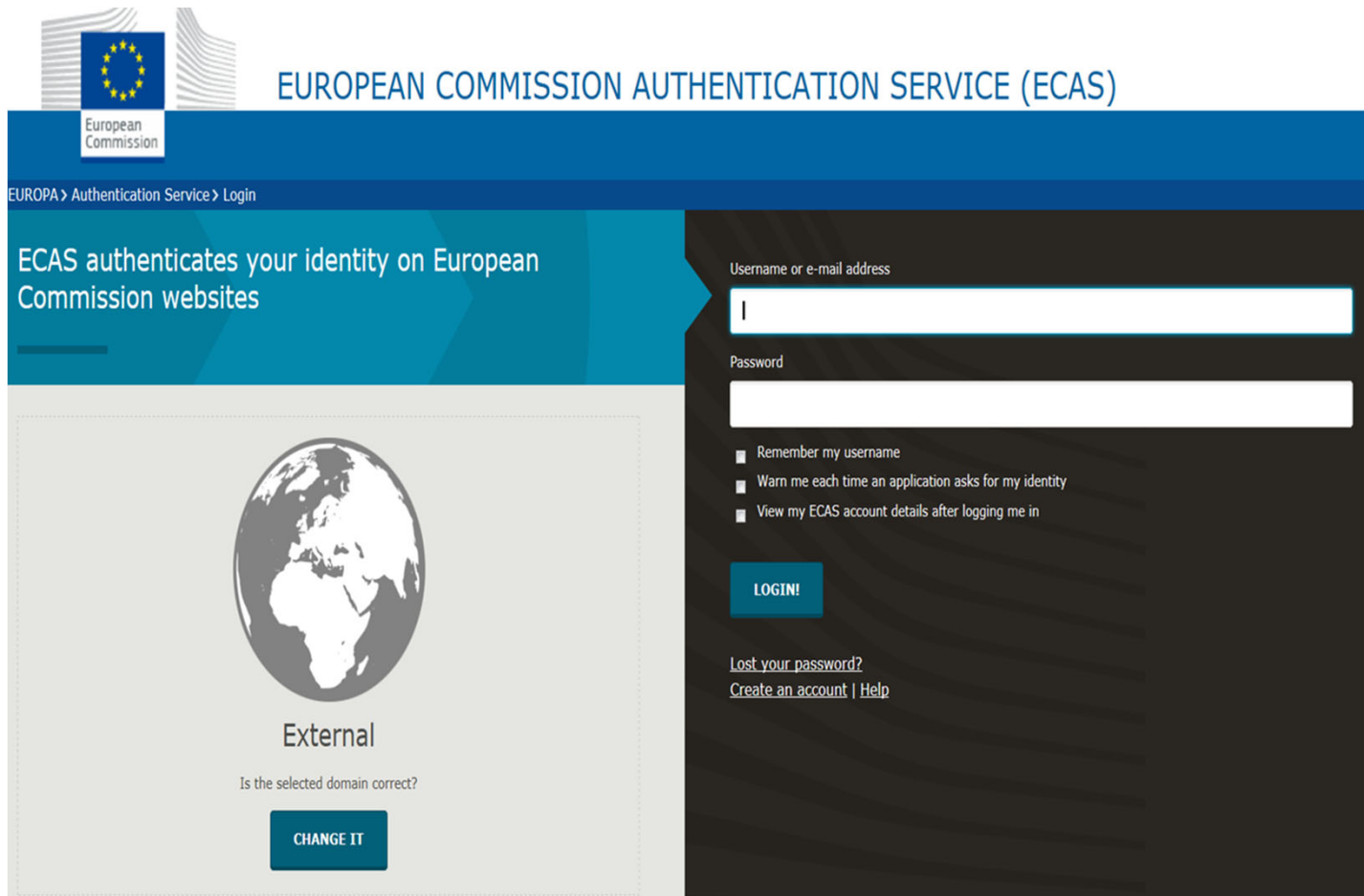
Published : 21/04/2017

Updated : 08/05/2017

Reference : EuropeAid/155297/DD/ACT/LS

Corrigendum Starting Time Information Session.doc	English	08/05/2017
Guidelines_grant-applicants_155297_Final 170420.doc	English	21/04/2017
e3h11_derogations_ios_en.doc	English	21/04/2017
Annex A.1_CN_155297_Final 170420.docx	English	21/04/2017
Annex B - Budget.xls	English	21/04/2017
Annex A.2_FP_155297_Final.docx	English	21/04/2017
Annex C - Logical framework.doc	English	21/04/2017
Annex D - Legal Entity File (public law body).pdf	English	21/04/2017
Annex D - Legal Entity Sheet (private or public law body with legal form).pdf	English	21/04/2017
Annex D - Legal Entity Sheet (natural person).pdf	English	21/04/2017
Annex E - Financial Identification Form.pdf	English	21/04/2017

## Step 1: Create a ECAS Username and password:webgate.ec.europa.eu/europeaid/prospect



EUROPEAN COMMISSION AUTHENTICATION SERVICE (ECAS)

EUROPA > Authentication Service > Login

ECAS authenticates your identity on European Commission websites

External

Is the selected domain correct?

[CHANGE IT](#)

Username or e-mail address

Password

☐ Remember my username

☐ Warn me each time an application asks for my identity

☐ View my ECAS account details after logging me in

[LOGIN!](#)

[Lost your password?](#)

[Create an account](#) | [Help](#)



European  
Commission

European  
Commission

e-Calls  
PROSPECT

European Commission > International Cooperation and Development > Funding > PROSPECT

## e-Calls PROSPECT

My calls

My approval requests (0)

My notifications (88)

My user settings

## Calls

Create call

Call search

Call statistics

## Useful links

Online support

How to use PROSPECT

PADOR

Call search

### List of calls

Call	Title	Domain	Geographical zone	Publication date	Submission deadline
155297					
<a href="#">156123</a>	<a href="#">N/A</a>	N/A	N/A	N/A	N/A
<a href="#">156100</a>	<a href="#">Enhancing Euro-Medite...</a>	European Neighbo...	Mediterranean Region	28/05/2017 12:00	16/07/2017 12:00 (CN)
<a href="#">156067</a>	<a href="#">Soutenir la société civil...</a>	Civil Society organi...	Congo (Brazzaville)	16/05/2017 08:00	02/07/2017 18:00 (CN)
<a href="#">156036</a>	<a href="#">Instrumento Europeu p...</a>	NEW Democracy a...	Timor Leste	15/05/2017 12:00	29/06/2017 12:00 (CN)
<a href="#">155974</a>	<a href="#">Amélioration de la cont...</a>	Civil Society organi...	Djibouti	04/05/2017 12:00	18/06/2017 12:00 (CN)
<a href="#">155961</a>	<a href="#">Enhanced Engagement...</a>	European Neighbo...	Georgia	01/06/2017 15:00	18/07/2017 15:00 (CN)
<a href="#">155956</a>	<a href="#">European Instrument f...</a>	NEW Democracy a...	Albania	31/05/2017 12:00	31/08/2017 12:00 (FA)
<a href="#">155954</a>	<a href="#">Programme d'appui au...</a>	N/A	N/A	N/A	N/A
<a href="#">155952</a>	<a href="#">EIDHR: European Instr...</a>	NEW Democracy a...	Malaysia	15/05/2017 12:00	03/07/2017 18:00 (CN)
<a href="#">155932</a>	<a href="#">European Instrument f...</a>	N/A	N/A	N/A	N/A

Clear selection

Page 1 of 51

### Search for a call

1 Contact

2 Project

3 Co-applicants

4 Documents

Overview

5 Submit

Lead applicant

Does it have a EuropeAid ID?

☒ Yes  
☐ No

Organisation \*

Established (country) \*

Address\* : Fill in the address and postal code (if available) or specify P.O BOX

Address

Postal code

P.O. Box

City \*

Phone number

Fax number

Organisation e-mail \*

Confirm e-mail \*

Contact person details

First name \*

a

Last name \*

A

E-mail address \*

prospecttest2016@gmail.com

Confirm e-mail \*

prospecttest2016@gmail.com

1 Contact

2 Project

3 Co-applicants

4 Documents

Overview

5 Submit

## Details of the action

Title of the action \*

Language of the proposal \*

Requested EU contribution (amount) \*

 EUR

Requested EU contribution as % of total eligible costs  
(indicative) \*

 %

Total action duration \*

 months

Action location(s) (country/ies) \*

Fields marked with an asterisk (\*) are mandatory.

Back

Save and continue



This application has not yet been submitted (48 days remaining before submission deadline)

1 Contact > 2 Project > **3 Co-applicants** > 4 Documents > Overview > 5 Submit

### ▼ List of co-applicants

Add EID (if the organisation is registered in PADOR) or PADOR on-line form (if the organisation is not yet registered) for your co-applicants.

EuropeAid ID	Organisation name	Established in (country)
Page 0 of 0 10		
No records available		

Add a co-applicant

### ▼ List of affiliated entities

Add EID (if the organisation is registered in PADOR) or PADOR off-line form (if the organisation is not yet registered) for your affiliated entities.

EuropeAid ID	Organisation name	Established in (country)
Page 0 of 0 10		
No records available		

Add an affiliated entity

Back

**Save and continue**



 This application has not yet been submitted (48 days remaining before submission deadline)

1 Contact 2 Project 3 Co-applicants 4 Documents Overview 5 Submit

### Documents

If this file is bigger than 10MB, upload a compressed file (e.g.: .zip) or a light format file (e.g.: .doc .pdf). Do not upload the scanned signed declaration(s) here. Please use the separate section below.

Concept note \*



No document ...

### Declaration by the applicant, Mandate for co-applicants (when required), Affiliated entities statement (when required)

If this file is bigger than 10MB, upload a compressed file (e.g.: .zip) or a light format file (e.g.: .doc .pdf).

Signed document (Concept Note step) \*



No document ...

The maximum file size is 10.00 MB. If you exceed this limit please compress your files (e.g. .zip).

Fields marked with an asterisk (\*) are mandatory.

Back

Save and continue



 This application has not yet been submitted (48 days remaining before submission deadline)

1 Contact

2 Project

3 Co-applicants

4 Documents

Overview

5 Submit

### Terms and conditions

The lead applicant, represented by the PROSPECT user, being the authorised representative of the lead applicant for the purpose of submitting the present application, hereby declares that:

- the declaration by the lead applicant has been duly signed and uploaded in PROSPECT under "Documents" tab
- the documents mentioned under section 2.2 of the guidelines for grant applicants have been uploaded in PROSPECT under the "Documents" tab

☐ I have read and accepted the terms and conditions

Back

Submit



## Further Information

Content questions on Guidelines must be addressed to:  
[delegation-lesotho-call-for-proposals@eeas.europa.eu](mailto:delegation-lesotho-call-for-proposals@eeas.europa.eu)

Before **17 May 2017 12h:00**

**Register in PADOR well in advance!**

**Q & A** of relevance to all applicants will be published on  
Prospect Website latest by **26 May 2017**

Questions related to IT, PADOR or PROSPECT to be sent to:

[EuropeAid-IT-support@ec.europa.eu](mailto:EuropeAid-IT-support@ec.europa.eu) or

[europaaid-pador@ec.europa.eu](mailto:europaaid-pador@ec.europa.eu)

