



**The Resilience, Sustainable Energy, and Marine Biodiversity Programme for  
Caribbean Overseas Countries and Territories**

**Contracting authority: Expertise France**

**AMENDMENT No: 1**

**to the**

**Call for Submission of Proposals, ref. no. RES-01**

**Overseas Countries and Territories - the Thematic Programme Allocation of the 11th  
European Development Fund**

The II Procedural Guidelines for Applicants are modified as follows:

Article 1.1.1. Content

Instead of:

Applications must be submitted in accordance with the instructions in the concept note form annexed to these guidelines (Annex A). Kindly note only typewritten concept notes will be accepted. Concept Notes may be submitted either in English or French. Concept notes submitted in French may be translated into English, in which case the review exercise will be based on this translation.

The applicants shall also consider the following:

- a) In the concept note, lead applicants must only provide an estimate or budget range of the requested grant as well as an indicative percentage of that contribution in relation to the eligible costs of the project. A detailed budget is to be submitted only by the lead applicants invited to submit a full application in the second phase.
- b) The project logic and objectives outlined in the concept note may not be modified in the project document.
- c) The EF contribution may not vary from the initial estimate presented in the concept note by more than 20%. RESEMBID will exceptionally consider modification to this percentage in duly justified cases. Lead applicants are free to adapt the percentage of co-financing.
- d) The lead applicant may replace a partner or an affiliated entity only in duly justified cases (e.g., bankruptcy of initial partner or affiliated entity). In this case the new partner/affiliated entity must be of a similar nature as the initial one.
- e) The lead applicant may adjust the duration of the action if unforeseen circumstances outside the scope of the applicants have taken place following the submission of the concept note and require such adaptation (risk of action not being carried out). In such cases the duration must remain within the limits imposed by the guidelines for applicants.
- f) Own contributions by the applicants can be replaced by other donors' contributions at any time.

Proper explanation/justification of the relevant replacement/adjustment shall be included in an accompanying letter or email.

Please note that only the concept note form will be subject of substantive review. It is therefore of utmost importance that this document contains ALL relevant information concerning the project. No additional annexes should be sent.

Any error or major discrepancy related to the concept note instructions may lead to the rejection of the concept note. Concept notes submitted in formats different than provided in Annex A<sup>1</sup> will be rejected. All parts of the

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<sup>1</sup> This does not apply to fully completed concept notes submitted under regular Programme funding window submitted before the launch date of this CSP. Such concept notes will be automatically accepted for a compliance check and if compliant, for a review. In this process, contracting authority may request an additional information or documents to ensure objective review and equal treatment with other applicants. The applicant can decide to re-submit their existing concept note in the form provided in Annex A.

concept note must be completed. Clarifications will only be requested when information provided is not sufficient to conduct an objective review. The concept note must also include all the information and documents, required to assess applicants' eligibility, as specified in the Annex A.

Read:

Applications must be submitted in accordance with the instructions in the concept note form annexed to these guidelines (Annex A). Kindly note only typewritten concept notes will be accepted. Concept Notes may be submitted either in English or French. Concept notes submitted in French may be translated into English, in which case the review exercise will be based on this translation.

The applicants shall also consider the following:

- a) In the concept note, lead applicants must only provide an estimate or budget range of the requested grant as well as an indicative percentage of that contribution in relation to the eligible costs of the project. A detailed budget is to be submitted only by the lead applicants invited to submit a full application in the second phase.
- b) The project logic and objectives outlined in the concept note may not be modified in the project document.
- c) The EF contribution may not vary from the initial estimate presented in the concept note by more than 20%. RESEMBID will exceptionally consider modification to this percentage in duly justified cases. Lead applicants are free to adapt the percentage of co-financing.
- d) The lead applicant may replace a partner or an affiliated entity only in duly justified cases (e.g., bankruptcy of initial partner or affiliated entity). In this case the new partner/affiliated entity must be of a similar nature as the initial one.
- e) The lead applicant may adjust the duration of the action if unforeseen circumstances outside the scope of the applicants have taken place following the submission of the concept note and require such adaptation (risk of action not being carried out). In such cases the duration must remain within the limits imposed by the guidelines for applicants.
- f) Own contributions by the applicants can be replaced by other donors' contributions at any time.

Proper explanation/justification of the relevant replacement/adjustment shall be included in an accompanying letter or email.

Please note that only the concept note form will be subject of substantive review. It is therefore of utmost importance that this document contains ALL relevant information concerning the project. No additional annexes should be sent.

Any error or major discrepancy related to the concept note instructions may lead to the rejection of the concept note. Concept notes submitted in formats other than that provided in Annex A, with an exception of the concept note template provided for the COVID-19 Resilience Response Facility, cannot be accepted. All parts of the concept note must be completed. Clarifications will only be requested when information provided is not sufficient to conduct an objective review. The concept note must also include all the information and documents, required to assess applicants' eligibility, as specified in the Annex A.

All other terms and conditions of the contract notice remain unchanged. The above alterations and /or corrections to the contract notice constitute an integral part of the contract notice.