ANNEX III

**APPLICATION FORM for selection of Grant BENEFICIARY**

for implementation of a

**“Pilot Demonstration Project under UNIDO’s Accelerate-to-Demonstrate (A2D) Facility”**

**Project Name**

**Lead Organization Applicant Name, Logo and Date**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PROJECT PROPOSAL SUMMARY** | | | | |
| **Project Title:** |  | | | |
| **Location** (Countries and States of the activities): |  | | | |
| **Name of Lead Organization and Consortium Partners**: | Lead Organisation: | | | |
| Consortium Partners: | | | |
| **Lead Organization’s Website** (if available): |  | | | |
| **Project Start Date:** |  | | | |
| **Project End Date:**    *(All A2D Facility-funded activities must fully close no later than 14 December 2028 and contingency buffers should be built in to ensure this)* |  | | | |
| **Thematic Focus** (select one primary focus only): | □ 1. Critical minerals | | | |
| □ 2. Clean hydrogen | | | |
| □ 3. Smart energy | | | |
| □ 4. Industrial decarbonization | | | |
| **Total Costs of Activities (USD):** | Total A2D Facility support requested: | Private finance confirmed: | Wider finance/in-kind contributions confirmed: | |
| USD \_\_\_\_\_ | USD \_\_\_\_\_ | USD \_\_\_\_\_ | |
|  |  |  | |
|  | Names of Organizations: | Names of Organizations: | |
|  |  |  | |
| **Spend by Year (USD)** (of A2D Facility funding portion only) | Year 1 (A2D Facility Funding): | Year 2 (A2D Facility Funding): | Year 3 (A2D Facility Funding): | *(If applicable)* Year 4 (A2D Facility Funding): |
| **Overall Risk Rating** (use: Low, Low-Medium, Medium, Medium-High, High) |  | | | |
| **Beneficiaries** (from the pilot demonstration activities, such as users of the technology, local communities and other groups): |  | | | |
| **APPLICANT INFORMATION** | | | | |
| **Name and Contact Details of Main Contact Point in Lead Organization:** | Full Name: | | | |
| Email: | | | |
| Telephone: | | | |
| **Type of Organization of Lead Applicant:** | □ 1. Private company (e.g. a registered innovator, industry) | | | |
| □ 2. Public organization (e.g. a research institute) | | | |
| □ 3. Developing country governmental institution (e.g. Ministry, state-owned utility) | | | |
| □ 4. NGO, ThinkTank or equivalent | | | |
| □ 5. Multilateral (e.g. a UN Agency, an MDB), please specify: | | | |
| □ 6. Other, please specify (e.g Community Cooperative for Sustainable Development): | | | |
| **Lead Organization Legal Status:** | □ 1. Sole Proprietorship  □ 2. Partnership  □ 3. Limited Liability Company (LLC)  □ 4. Corporation  □ 5. Non-profit Organization  □ 6. Cooperative  □ 7. Charitable Trust  □ 8. Social Enterprise  □ 9. Government Entity  □ 10. Other, please specify: | | | |
| **Lead Organization Gender Composition and Gender-Related Commitments:** | *Lead Organization Gender Composition:*    Overall Composition: Female \_\_\_%  Male\_\_\_%  Leadership Composition: Female\_\_\_%  Male\_\_\_%    *Gender-related Commitments:*  *(Please outline gender-related policies, practices and goals, such as Gender Equality Policies, Equal Pay Practices, Gender Diversity Goals, Diverse Hiring and Promotion Practices, Gender-Inclusive Benefits and Policies, Gender-Based Violence Prevention)* | | | |
| **Type(s) of Organizations of Consortium Partners** (where applicable): | □ 1. Private company (e.g. a registered innovator, industry) | | | |
| □ 2. Public organization (e.g. a research institute) | | | |
| □ 3. Developing country governmental institution (e.g. Ministry, state-owned utility) | | | |
| □ 4. NGO, Think-tank or equivalent | | | |
| □ 5. Multilateral (e.g. a UN Agency, an MDB), please specify: | | | |
| □ 6. Other, please specify: | | | |

# **ELIGIBILITY/Qualification CRITERIA**

All proposals must adhere to the following eligibility/qualification requirements to be considered for full evaluation by the Proposals Evaluation Committee (PEC) after the qualifications review. Please confirm that your proposal meets these mandatory requirements:

|  |  |
| --- | --- |
| **Qualifications Requirements Statements** | **Confirmation** by applicant  **(Yes / No) – please make also reference to where this information can be found documented in the grant proposal** |
| * Proposed project activities are within the list of in-scope activities outlined in the CfP section V and no components or individual activities within the activities funded by the A2D Facility include those that are listed in the CfP section V list of out-of-scope activities. Respective information/documentation is included in the grant proposal. |  |
| * Proposed projects will be implemented in a developing country (as defined by a country that is eligible to receive Official Development Assistance (ODA) –the proposed project is in one of the countries of the list linked here: [[DAC List of ODA Recipients | OECD](https://www.oecd.org/en/topics/sub-issues/oda-eligibility-and-conditions/dac-list-of-oda-recipients.html)](https://www.oecd.org/en/topics/sub-issues/oda-eligibility-and-conditions/dac-list-of-oda-recipients.html)). Respective information/documentation is included in the grant proposal. |  |
| * The proposal fulfils the following criteria: Overseas innovative solutions and local innovative solutions are both eligible for support, but the innovative solution must be at the later-stage pilot demonstration phase of the innovation cycle in the developing country where the pilot demonstration project is being implemented, and be at the implementation or operation stages of the project (rather than the planning stage). Respective information/documentation is included in the grant proposal. |  |
| * The proposal formally partners with at least one local organization in the developing country where the pilot demonstration project is being implemented as part of the proposal team. Respective information/document is included in the grant proposal |  |

# **Qualification documents**

Applicants must submit all of the following documents to be considered for full evaluation:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item** | **Qualification Requirement** | **Documents to be provided** | **Document included (YES/NO)/location in the grant proposal (page/annex reference)** | **Remarks (if applicable)** |
| 1 | The applicant must be registered as a legal entity authorized to enter into contracts/agreements with UNIDO. As a proof, the applicant must provide a certified copy of their Certificate of Incorporation or other documents setting forth the legal basis of the entity/company | A copy of certificate of incorporation |  |  |
| 2 | The Applicant shall demonstrate at least three (3) years of experience in the field of services specified in the CfP.  The applicant shall also indicate if the company has already provided services to the United Nations system of organizations. | A copy of certificate of incorporation |  |  |
| 3 | In case a consortium is formed respective information must be clearly stated in the proposal (supported by a consortia letter with clear information about the role of the consortia members in the implementation). An eventual grant agreement will be signed only with the designated lead organization, which is also responsible and accountable for the entire contract/grant agreement implementation, financial losses, etc. For assessing the financial strength and turnover and similar, only the financial information of the lead organization (the organization submitting the proposal) will be taken into consideration. | A Consortia related information stated in the proposal. Consortia letter with clear information about the role of the consortia members in the implementation to be attached to proposal. Confirmation that an eventual grant agreement will be signed only with the designated lead organization, which is also responsible and accountable for the entire contract/grant agreement implementation, financial losses, etc. [Note: for assessing the financial strength and turnover and similar, only the financial information of the lead organization (the organization submitting the proposal) will be taken into consideration.] |  |  |
| 4 | Financial capacity:  The applicant must submit:   * audited financial reports and financial statements for the last three years * copy of a recent rating report (e.g. D&B or similar) * Filled in and signed UNIDO Financial Statement and Certification Form. | Audited Financial statements for the last three years, Rating Report, and a filled in and signed UNIDO Financial Statement and Certification Form |  |  |
| 5 | The applicant must abide by the UNIDO Policy on Exclusion from Funding and UNIDO Policy on the Protection of Personal Data, by completing and signing the UNIDO Statement of Confirmation form | A signed Statement of Confirmation Form |  |  |
| 6 | The applicant must submit a statement for “Acceptance of model Grant Agreement and model General Conditions” | A signed statement for Acceptance of model Grant Agreement and model General Conditions. (In case of any alterations, these must be clearly expressed in the proposal.) |  |  |
| 7 | The applicant must submit a filled in and signed UNIDO Bank Information Form | A filled in and signed UNIDO Financial Form |  |  |
| 8 | Alongside the completion of the application form, the applicant must submit all required additional information requested in the form. | * Evidence of scalability * Stakeholder outreach and knowledge-sharing plan * Environmental and Social Safeguards (ESS) assessments * Gender Equality and Social Inclusion (GESI) action plan * Evidence of confirmed private finance leveraged (through letters of intent, MoUs or agreements) * Evidence of confirmed wider finance and/or in-kind contributions leveraged (through letters of intent, MoUs or agreements) |  |  |
| 9. | The Applicant shall submit filled in Appendix IV Institutional/Micro Assessment Form | Filled in Institutional/Micro Assessment Form |  |  |

# **TECHNICAL PROPOSAL**

Before answering each section applicants should consider the evaluation criteria in the *CFP – Section VI.*

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| --- | --- |
| **Technical Content – Areas** | **Questions that must be answered in the enclosed application form (maximum three paragraphs per question)** |
| 1. **Objectives and activities** | * What are the project’s objectives and how are they fully aligned with the A2D Facility’s aims and objectives? * Please describe all activities at a sufficiently granular level of detail (components and sub-components) and what specific activities will happen when by which stakeholder(s)? * How are all activities fully aligned with the types of activities that the A2D Facility can support? |
| 1. **“Lighthouse” pilot demonstration project in a developing country** | * Explain how the project will undertake “lighthouse” pilot demonstration activities in one or more developing countries (defined as countries eligible to receive ODA)? * Justify the practical feasibility of the project's timescales and provide evidence to illustrate that the activities funded by the A2D Facility within the project can be implemented and achieve financial closure within the proposed timeframe *(Note that projects should include contingency buffers to ensure that all A2D Facility-supported activities fully close before 14 December 2028)*? |
| 1. **Innovation cycle** | * Identify low, medium and high impact barriers to be addressed to the adoption of the proposed innovative[[1]](#footnote-1) solution in the developing country-of-focus? * How are the proposed activities aligned with the pilot demonstration implementation or operation phases of the innovation cycle? * Please provide evidence to explain how the solution is considered innovative in the developing country-of-focus? |
| 1. **Supportive enabling environment in-country (existing or planned policies, regulations and industrial commitments)** | * What are the existing (or planned) policies, regulations, incentive schemes and/or industrial commitments that would enable the scalability of the innovative solution in the developing country-of-focus? * How is the pilot demonstration project strategically-integrated into supporting, or enhancing, the climate-related ambitions of the developing country-of-focus? * How well-aligned are the proposed activities with supporting the aims of international initiatives related to the thematic area(s)-of-focus (e.g. Breakthrough Agenda, Mission Innovation, Clean Energy Ministerial, G7, G20, etc.)? |
| 1. **Scalability** | * Please provide evidence of a clear strategy for how the project will scale beyond the funding from the A2D Facility, including outlining the confirmed activities? * Please provide evidence of a mapping of stakeholder engagement undertaken to date with the key organizations who would support the implementation of the activities required to scale the innovative solution following the pilot demonstration project (e.g. as evidenced through letters of support,  Memorandum of Understanding (MoUs) or confirmed agreements)? * What activities will the key organizations referred to above undertake to facilitate the scaling of the innovative solution? |
| 1. **Additionality** | * Please provide sufficient evidence that the A2D Facility funding for the proposed activities is additional and that the activities could not go ahead without A2D Facility funding? |
| 1. **Knowledge creation and dissemination** | * What specific activities (mapped to specific timelines) will be undertaken both within the developing country-of-focus and internationally to create and share knowledge from the pilot demonstration project? *(Proposals should include a stakeholder outreach and knowledge-sharing plan detailing how learning and knowledge creation will be systematically monitored, reported and disseminated).* * How will the dissemination activities stated above be monitored to determine their effectiveness? * Please explain the budgets assigned to both undertaking project-related knowledge creation and dissemination, and measuring the effectiveness of dissemination activities? *(Please ensure that these activities are budgeted for in the budgets table, as below)* |
| 1. **Partner with an organization in a developing country** | * How are the activities ensuring the inclusion of at least one (specifically-named) organizational partner from the developing country-of-focus as a formal part of the consortium delivering the pilot demonstration activities funded by the A2D Facility? |
| 1. **Results and reporting** | * Please provide specific, quantitative milestones against each of the A2D Facility’s indicators? *(Final milestones will be agreed with UNIDO)* * Please explain the rationale for each of the milestones to ensure that they are achievable whilst maintaining the level of ambition expected by the A2D Facility? * Please outline how data will be collected against each of the A2D Facility’s indicators in Annex *CFP Annex 2;*? * What are the specific timelines of the components and individual activities of the pilot demonstration project and does this provide sufficient confidence that the activities funded by the A2D Facility can be completed within the stated timelines and budgets? *(All A2D Facility-supported activities within the pilot demonstration project must be fully completed before 14 December 2028 at the latest and contingency buffers should be built in to ensure this).* |
| 1. **Project Readiness Level (PRL)** | The A2D Facility can support activities to implement or operate innovative solutions at either new pilot demonstration project sites or at existing sites. It does not support the planning phases or closure phase of pilot demonstration projects.   * What stage of pilot demonstration project implementation are the proposed activities currently at and has sufficient evidence been provided to support this categorisation? *(Please categorise by: PRL 3: Early Implementation Phase or PRL 4: Operational Phase and provide evidence to support the categorization).* * Please provide sufficient evidence that some confirmations and agreements with key stakeholders (e.g. financiers, implementing organisations on-the-ground, Government Departments and Ministries, regulatory agencies, industries, solution adopters or other relevant stakeholders) have been obtained for the pilot demonstration project in the developing country-of-focus (e.g. as evidenced through letters of support (conditional or unconditional of wider support), MoUs or confirmed agreements)? * Please provide sufficient evidence that confirmations or equivalent with key beneficiaries on-the-ground (targeted users of the innovative solution and local communities) have been obtained to undertake the pilot demonstration project? |
| 1. **Sustainable Development Goals (SDG)** | * Please provide summary evidenced-based Theories of Change for how the pilot demonstration activities will contribute towards Sustainable Development Goals (SDGs) 13 (climate action), 1 (no poverty) and 9 (industry, innovation and infrastructure)? *(Please also include and discuss any co-benefits of the activities beyond SDGs 13, 1 and 9)* |
| 1. **Risk Management** | * What are the key risks to the pilot demonstration project? * What are the risk ratings for each identified individual risk? *(Please provide sufficiently robust and transparent evidence to underly the ratings)* * How will each of the risks identified above be managed and are those risk responses appropriate? |
| 1. **Environmental and social safeguards (ESS)** | * What ESS assessments have been undertaken and please summarise the main outcomes from the assessments? *(Please include the ESS assessments in an Annex)* * Please include an Environmental and Social Safeguards (ESS) action plan in an annex and please summarize the action plan here? * How is the project mainstreaming the results from ESS assessments to mitigate any potential adverse environmental and social impacts that may emerge from the activities across all stages of the project lifecycle? |
| 1. **Gender equality** | * Please include a Gender Equality and Social Inclusion (GESI) action plan in an annex to outline how gender equality and social inclusion have been integrated into the project design, and please summarize the action plan here? * Explain how data will be collected against the A2D Facility’s Logframe output indicator on gender equality? * Explain how the results against the A2D Facility’s indicators will be gender-disaggregated in quarterly reporting? |

1. **FINANCIAL PROPOSAL**

Before completing this section, applicants should review all information in: i) Scope of required services in Section V, and ii) Qualifications criteria in Section VI of the CfP. Applicants must complete all of the tables below.

|  |  |
| --- | --- |
| **Financial Content – Areas** | **Questions that must be answered in the enclosed application form** |
| 1. **Value-for-money** | * Please provide a detailed budget breakdown by component and sub-component of proposed activities, including linking to specific timeframes of the project and to specific roles and responsibilities of project implementers? *(Please find below the table template to complete)* * Please provide a detailed procurement plan for the activities that would be funded by the A2D Facility? *(Please find below the table template to complete)* |
| 1. **Leveraging private finance** | * What evidence has been provided that private sector finance has been successfully confirmed for the pilot demonstration project (e.g. as evidenced through letters of support (conditional or unconditional of wider support), MoUs or confirmed agreements) and from which organizations? |
| 1. **Leveraging wider finance and/or in-kind contributions** | * What evidence has been provided that some wider (non-private sector) finance has been successfully confirmed for the pilot demonstration project (e.g. as evidenced through letters of support (conditional or unconditional of wider support), MoUs or confirmed agreements) and from which organizations? What in-kind contributions have been secured, in what form and from which sources? (If in-kind support is not applicable, please state the reasons why). |
| 1. **Financial and Procurement Management** | * Please include an Annex that describes the composition of key staff in the area of financial and procurement management (the number, qualifications, roles and responsibilities)? * Please describe here how the organization ensures zero tolerance for fraud, financial mis-management, and other forms of prohibited practices by staff members, consultants, contractors and other members of the wider project team, including referencing relevant policies? * Please state here the name of the organization responsible for external auditing and specify how the audit recommendations are followed up? *(Please provide copies of Audited Financial Reports for the last two (2) years (showing the Auditor’s reports, Certified Financial Statements, Notes to the Financial Statements and Management Letters)) in an Annex)* |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Detailed and Annual Budget Plan  Description of Planned Activities | Detailed Budget | | | Annual Budget ( A2D Funded Component – USD) | | | | | Budget Notes |
| Total funding required from all sources including A2D Facility (USD) | Co-financing amount (USD) | A2D Facility-funded component (USD) | Year 1 | Year 2 | Year 3 | Year 4 (If applicable) | Total Budget |
| Component 1: Investment costs necessary for the implementation |  |  |  |  |  |  |  |  |  |
| Activity a: Costs for machineries and equipment |  |  |  |  |  |  |  |  | 1a |
| Activity b: Costs of installation services |  |  |  |  |  |  |  |  | 1b |
| Activity c: (please include planned activity and add additional activity lines if needed) |  |  |  |  |  |  |  |  | 1c |
| Component 2: Operating and material costs necessary for the implementation |  |  |  |  |  |  |  |  |  |
| Activity a: costs of operating equipment and machinery |  |  |  |  |  |  |  |  | 2a |
| Activity b: Costs of materials, goods or services |  |  |  |  |  |  |  |  | 2b |
| Activity c: Travels for project implementation and monitoring |  |  |  |  |  |  |  |  | 2c |
| Activity d: (please include any planned activity and add additional activity lines if needed) |  |  |  |  |  |  |  |  |  |
| Component 3: Costs for monitoring, evaluation & dissemination |  |  |  |  |  |  |  |  |  |
| Activity a: Costs for data collection, analysis and reporting |  |  |  |  |  |  |  |  | 3a |
| Activity b: Costs for the mandatory UNIDO dissemination activities |  |  |  |  |  |  |  |  | 3b |
| Activity c: (please include planned activity and add additional activity lines if needed) |  |  |  |  |  |  |  |  | 3c |
| **Total Direct Project Cost (A)** |  |  |  |  |  |  |  |  |  |
| Administrative costs (max. 10%)- (B) |  |  |  |  |  |  |  |  |  |
| **Grand Total of Project Implementation Cost (A+B)** |  |  |  |  |  |  |  |  |  |

1. Detailed Budget Notes

Please provide detailed budget notes for each of the budgeted line activity (See Section V Part D of CfP and guide provided below).

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1a | Cost of Machineries and Equipment | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |
|  |  | Year 1 | | | | | | Year 2 (If applicable) | | | | | | Year 3 (If applicable) | | | | | | Year 4 (If applicable) | | | | | | Total Year. 1-4 (USD) | |
|  |  | Unit cost (USD) | | Qty | | Amount (USD) | | Unit cost (USD) | | Qty | | Amount (USD) | | Unit cost (USD) | | Qty | | Amount (USD) | | Unit cost (USD) | | Qty | | Amount (USD) | |  | |
|  | Equipment (please provide description) |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |
|  | Machinery (please provide description) |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |
|  | Sub total (USD) |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |

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| --- | --- | --- | --- | --- | --- |
| 1b | Cost of Installation Services |  |  |  |  |
|  |  | Unit cost (USD) | Quantity (days) | Total | Nature of Services |
|  | Services - (please provide description) |  |  |  |  |
|  | Sub total (USD) |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 2a | Consultants to support the implementation of the project | | |  |  |  |
|  |  | Unit cost (USD) | Number of Persons | Quantity (months) | Total | Nature of technical services |
|  | Remunerations (Salaries) |  |  |  |  |  |
|  |  |  |  |  |  |  |

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| --- | --- | --- | --- | --- | --- |
| 2b | Training costs for workers to operate equipment and machinery | | | |  |
|  |  | Unit cost (USD) | Quantity (months) | Total | Purpose of training |
|  | Training (please provide description) |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 2c | Travels for project implementation and monitoring | |  |  |  |
|  |  | Unit cost (USD) | Quantity (days) | Total | Purpose of travel |
|  | Travel - International |  |  |  |  |
|  | Travel - Local |  |  |  |  |
|  | Sub total (USD) |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 3a | Costs for data collection, analysis and reporting | |  |  |  |
|  |  | Unit cost (USD) | Quantity (days) | Total | Remarks |
|  | Field documentation |  |  |  |  |
|  | Reports crafting |  |  |  |  |
|  | Sub total (USD) |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 3b | Costs for the mandatory UNIDO dissemination activities (Activities have been retrieved from the LogFrame, please refer to LogFrame targets stated in Annex II of the Call for Proposals Form (CfP)) | |  |  |  |
|  |  | Unit cost (USD) | Quantity (days) | Total | Remarks |
|  | Site visits or study tours from industry stakeholders to project facilities |  |  |  |  |
|  | Knowledge products (such as publications, guidelines) |  |  |  |  |
|  | Participation in the A2D Facility annual event |  |  |  |  |
|  | Knowledge-sharing and dissemination activities (such as Workshops, conference participation, site visits) |  |  |  |  |
|  | Capacity building activities organized |  |  |  |  |
|  | Sub total (USD) |  |  |  |  |

Administrative cost: (maximum 10% on subtotal of components or activities)

1. Project support staff

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  | Unit cost (USD) | Quantity (Unit) | Total | Remarks |
|  | Procurement Officer |  |  |  |  |
|  | Finance officer |  |  |  |  |
|  | Local consultants in support of the Project Implementation Team |  |  |  |  |
|  | Communications consultant |  |  |  |  |
|  | Monitoring & reporting consultant |  |  |  |  |
|  | Subtotal USD |  |  |  |  |

1. Professional services:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Unit cost (USD) | Quantity (days) | Total | Remarks |
| Financial audit firm |  |  |  |  |
| Sub total (USD) |  |  |  |  |

1. Office supplies:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Unit cost (USD) | Quantity (days) | Total | Remarks |
|  |  |  |  |  |
| Sub total (USD) |  |  |  |  |

* Co- financing schedule:

Applicants must provide information on co-financing (both i) private finance and ii) wider finance and/or in-kind contributions):

|  |  |  |  |
| --- | --- | --- | --- |
| Name of co-financing organization | Financial instrument | Co-financing amount | Currency |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

* Procurement plan:
  + Please refer to Section V of the CfP for further information on eligible costs.
  + Please list the items, descriptions in relation to the activities, estimated costs (in USD), procurement methods, relevant thresholds and the planned dates (specific dates such as March 2025 rather than Month 3, Year 1). A full procurement plan for the entire duration of the implementation period should be provided.

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| No | Item Description | Category (Goods and Non-consulting, Consulting services- individual consultant, Capital item) | Estimated Cost (US$) | Procurement Method (e.g. open, limited RFP, ITB, RFQ) | Thresholds as per applicable procurement policy | Date of initiating procurement (Tender Issuance) | Planned contract start date | Planned contract end date | Remarks |
|  |  |  |  |  | *(Min-Max monetary value for which indicated procurement method must be used)* |  |  |  |

(Please add row (s) for additional inputs or items to be provided)

* Proposed disbursement schedule:
  + This should demonstrate the timing of project cash needs, taking into account the milestones to be achieved during the project lifetime. It should equally show the clear linkages to the planned activity whilst highlighting the main processes or stages involved.
  + Applicants should propose a payment disbursement schedule linked with key milestones and milestones should be broken down into sub-milestones and payments where applicable.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| i. Proposed disbursement schedule |  |  |  |  |  |
|  | First Year | Second Year | Third Year | Four Year  (if applicable) | **Total** |
| Scheduled Date |  |  |  |  |  |
| Investment funds necessary for the implementation |  |  |  |  |  |
| Operating and material funds necessary for the implementation |  |  |  |  |  |
| Funds for monitoring, evaluation & dissemination |  |  |  |  |  |
| Administrative Funds |  |  |  |  |  |
| **Total** |  |  |  |  |  |
| Please use projected start date to approximate first year disbursement (This would be used as a basis for the first disbursement upon signing of the agreement). | | | | | | |

1. *A solution is deemed ‘innovative’ within the developing country-of-focus if it creates new value and employs cutting-edge clean energy solutions that are not yet widely adopted or implemented in that country's market.* [↑](#footnote-ref-1)