

Overview of APEC New Project Proposal Process

March 1, 2011 14:00-14:30

- Rating Results of EGNRET New Proposal Submitted to EWG40
- New APEC Project Submission Process

Tom, H. T. Lee, Dr Eng



Asia-Pacific
Economic Cooperation

EGNRET

PART I.

Rating Results of EGNRET New Proposal Submitted to EWG40

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EGNRET 36 *Washington, DC 28 February - 4 March, 2011*

EGNRET New Project Proposals 2011 Endorsed at EGNRET 35



■ Project Concept Notes Submitted to EWG

1. APEC 21st Century Renewable Energy Development Initiative (Collaborative IX): The Status and Potential of Electric Vehicles in the APEC Region (New Zealand lead).
2. Addressing Challenges of AMI Deployment in Order to Enable Smart Grid Applications (Chinese Taipei lead).
3. 2011 APEC Conference on PV Policy and System Development (Chinese Taipei lead, Self funded).

EGNRET New Project Proposals 2011

Endorsed at EGNRET 35



■ Pending / Withdraw

Pending

4. APEC SME Renewable Energy Infrastructure Blueprint: Report on Economic Benefits (USA lead \$120,000 total/\$80,000 APEC). This project was submitted jointly with the APEC Small and Medium Enterprises (SME) Working Group.
5. Best Practices in Energy Efficiency and Renewable Energy Technologies in the Industrial Sector in APEC Region (Thailand lead, \$75,000 total/\$50,000 APEC). This project was submitted jointly with the APEC Expert Group on Energy Efficiency and Conservation (EGEEC).

Withdraw

6. APEC 21st Century Renewable Energy Development Initiative (Collaborative IX): Potential for Biomass-to-Liquids (BTL) Production and Trading throughout the APEC Region (New Zealand lead). This project will be submitted jointly with the Biofuel Task Force.
7. APEC 21st Century Renewable Energy Development Initiative (Collaborative VI): Workshop on the Status and Opportunities for Marine Energy Development in APEC Economies (New Zealand lead).
8. APEC 21st Century Renewable Energy Development Initiative (Collaborative VI): Electricity Trading and Market Solutions to grid integration of Renewable Energy in APEC (New Zealand lead).
9. APEC 21st Century Renewable Energy Development Initiative (Collaborative VI): Guidelines for the Implementation of Wind Power in APEC (New Zealand lead).
10. APEC 21st Century Renewable Energy Development Initiative (Collaborative IX): Natural Gas Vehicle Safety in APEC economies (New Zealand lead). This project proposal will consult with Transportation Working Group before submission.

Proposal Ranking at EWG 40



Project Name	Proponent	Score (lower is better)
APEC Peer Review on Energy Efficiency (PREE) Phase 3	Japan, Vietnam, Thai	72
Peer Review on Low Carbon Energy Policies	Japan, Thailand	77
APEC Cooperative Energy Efficiency Design for Sustainability (CEEDS) Phase 3	Japan	78
Operation of APEC Energy Database and Analysis	Japan	91
APEC Low Carbon Model Town Phase 2	Japan	93
The Status, Potential, Barriers, and Opportunities of Electric Vehicles in APEC	New Zealand	107
Addressing Challenges of AMI Deployment in APEC	Chinese Taipei	126
Potential for Biomass to Liquid (BTL) Production & Trading throughout APEC Region	New Zealand	137
Workshop on Opportunities for Marine Energy Development in APEC	New Zealand	145
Renewable Energy Sources in Electricity Markets: Goals and Conditions for Providing Sustainable Development	Russian Federation	150
Increasing Foreign Direct Investment through Human Capital Development in the area of Green Township / Eco City that would Lead to Sustainable Development within APEC Economies	Malaysia	151
Development and implementation of High Efficient Probabilistic Management Technologies for Reliability and Operational Safety of Energy Generating Facilities	Russian Federation	178

EGNRET Projects

PART II.
**New APEC Project
Submission Process**

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**Asia-Pacific
Economic Cooperation**

EGNRET

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Main Sources of APEC Project Funding

- **APEC Operational Account (OA)**
The most general fund used to address APEC priorities
- **APEC Support Fund (ASF)**
Directed at capacity building in development APEC economies
- **APEC Trade Investment and Liberalization Fund (TILF)**
Donated by Japan, and directed at projects directly related to trade, such a equipment standards
- (- **Self Funding**)

* The financial year (FY) of APEC: 1 Jan to 31 Dec of each year

Source: Guidebook on APEC Projects (7 Ed.) (2010)

APEC Project Funding



APEC fund for 2010: US\$ 12,579,000

OA: 15% ASF: 60% TILF: 25%

■ Success Rate

Session 1 of 2010

43 projects submitted

23 approved for funding

Session 2 of 2010

76 projects submitted

42 approved for funding

Source: Khemmarat, APEC Project Management (2010)

Funding Criteria for all APEC-funded Projects in 2011

Rank 1	Projects that specifically and significantly contribute to promoting regional economic integration via free and open trade and investment
Rank 2	Projects that directly support the Action Plan in the APEC Leaders' Growth Strategy
Rank 3	Projects that are linked to other priorities identified by Leaders and Ministers but are less closely linked to regional economic integration via free and open trade and investment

Project Deadlines for 2011



Session 1/2011

Submissions close **7 February**

BMC in principle notification by 2 March

Final approvals likely done by end of April

Session 2/2011

Submissions close **7 April**

BMC in principle notifications by 29 April

Final approvals likely done by end June

Session 3/2011

Submissions close **29 September**

BMC in principle notifications by 21 Oct

Final approvals likely done by mid December

Source: Luis Enrique Vertiz, Report to EWG 40 (2010)

APEC Project Cycle



Applying for Funding

Stage 1: Concept Note Preparation and Submission

Stage 2: Priority Assessment of Concept Notes

Stage 3: Full Project Development & Quality Assessment

Project Implementation

Stage 4: Implementation

Stage 5: Project Completion

Source: Guidebook on APEC Projects (7 Ed.) (2010)

Stage 1: Concept Note Preparation and Submission



STAGE 1

STEP 1

Project Proponent (PP) reviews guidebook and prepares concept note using NEW template.

STEP 2

PP submits concept note to forum for comment, endorsement, and at least two cosponsors.

➡ i.e., Propose concept at **EGNRET** meeting

STEP 3

Originating forum prioritizes endorsed concept notes.

STEP 4

PP uploads concept note to the APEC project database by the submission deadline.

Source: Guidebook on APEC Projects (7 Ed.) (2010)

Develop a Concept Note



Concept notes (including title page) should be **less than 3 pages**.

Project Synopsis

Relevance: Why should APEC undertake this project? What problem or opportunity will the project address and why is it important?

Objectives: Describe the 2-3 key objectives of the project.

Alignment: Describe how the project will help achieve APEC's key priorities and meet your forum's work-plan or medium-term plan.

Methodology: How do you plan to implement the project?

Timeline: Project timelines and dates for key activities and deliverables

Stakeholders: Beneficiaries and stakeholders (APEC & non-APEC) and how they will be engaged

Previous projects/activities: If and how this proposal builds on the findings or lessons learned from previous projects/activities, while avoiding duplication

Communication: How you plan to communicate the results or benefits of this project to others

Source: Guidebook on APEC Projects (7 Ed.) (2010)

Stage 2: Priority Assessment of Concept Notes



STAGE 2

STEP 5	Committees and SFOM (Senior Finance Officials Meeting) prioritizes concept notes, and sorts them by rank according to the APEC-wide funding criteria.
STEP 6	Secretariat combines the rankings of committees and SFOM to determine the availability of funding for concept notes.
STEP 6a	Depending on the availability of funds, PDMs (Principal Decision Makers) create an APEC-wide prioritization list respecting the priority of committees and SFOM.
STEP 7	Secretariat recommends to BMC (Budget & Management Committee) in-principle approval of highest-priority concept notes that fit within the funding cap.
STEP 8	BMC considers concept notes and gives in-principle approval or rejects concept notes.
STEP 9	Proponents are notified of preapproval or rejection of concept notes.

Source: Guidebook on APEC Projects (7 Ed.) (2010)

Stage 3: Full Project Development & Quality Assessment



STAGE 3

STEP 10	Project overseers with in principle approval develop proposals using Project Proposal template, with assistance from forum and the Secretariat.
STEP 11	Forum endorses full proposal and carries out quality assessment using Quality Assessment Framework (QAF) template.
STEP 12	Secretariat carries out quality assessment of proposal using quality criteria (REEIS).*
STEP 13	Secretariat recommends satisfactory-quality proposals to BMC for final approval. BMC approves or rejects.

* Five criteria (REEIS):
Relevance, Effectiveness, Efficiency, Impact, and Sustainability.

Source: Guidebook on APEC Projects (7 Ed.) (2010)

Develop a Full Project Proposal



Project proposals are to be completed using the **APEC Project Proposal template**.

Each project proposal should be **no more than 12 A4 pages**, including the budget.

APEC Project Quality Criteria (REEIS)

Relevance	The link to APEC's goals , as well as those of the fora and the relevant funding account
Effectiveness	The likelihood of a project's meeting its stated objectives
Efficiency	Cost-effectiveness: the value of the outputs (services, goods) in relation to the inputs (cost of resources)
Impact	Who the beneficiaries are and how they will benefit
Sustainability	The extent to which benefits of a project are likely to continue to be evident after the project has finished.

Source: Guidebook on APEC Projects (7 Ed.) (2010)

Stage 4: Implementation

Stage 5: Project Completion



STAGE 4

STEP 14

Approved projects are implemented in line with the Guidebook on APEC Projects.

STEP 15

PO (Project Overseer) rsubmits monitoring reports at six-month intervals using Project Monitoring Report template.

STAGE 5

STEP 16

PO submits a project completion report within two months of the end of the project using Project Completion Report.

Source: Guidebook on APEC Projects (7 Ed.) (2010)

Useful Information for Project Submission



General Information

Guidebook on APEC Projects (7 Ed.) (Effective from 1 Jan 2011)

Developing Full Proposal

**Developing APEC Project Proposals:
Proposal Development Materials** (Feb, 2011)

Document Template Downloads

9 templates for project submission
including **New** APEC Concept Note and Project Proposal Format

The information will be available to find linkages on EGNRET website:

http://www.egnret.ewg.apec.org/rfp/projects_submission.html

or visit APEC Project website directly:

<http://www.apec.org/Projects/Projects-Overview.aspx>

APEC Project website



<http://www.apec.org/Projects/Projects-Overview.aspx>

The screenshot shows the APEC Project website interface. At the top, there is a search bar with 'This Site' selected and a 'GO' button, along with an 'Officials' Login' button. Below the search bar is a navigation menu with links for Home, Groups, Topics, Projects, Publications, Meeting Papers, Events, Press, and About Us. The main content area displays the breadcrumb 'You are at: Home > Projects > Overview' and a 'Font Size' selector. The main text describes the APEC project process, funding, and sectors. A sidebar on the right contains a 'Downloads' section with several links: 'Budget and Management Committee', 'Guidebook on APEC Projects (7th Edition. Effective from 1 Jan 2011)', 'APEC Projects Database', 'Requests for Proposal/Tender', 'Developing APEC Project Proposals: Proposal Development Materials', 'Form - Appendix A - Project Concept Note', and 'Form - Appendix B - APEC Project Proposal Format'. Red annotations highlight the 'Downloads' section, the 'Guidebook' link, and the 'Form - Appendix A - Project Concept Note' link, with arrows pointing to them from external labels.

Guidebook

New Concept Note

Thank you for your attention!



EGNRET website: <http://www.egnret.ewg.apec.org/>

The screenshot shows the homepage of the EGNRET website. At the top, it features the APEC logo and the text 'APEC Energy Working Group' and 'EXPERT GROUP ON NEW AND RENEWABLE ENERGY TECHNOLOGIES'. A navigation menu includes links for Home, Representatives, Projects, Meetings, Workshops, Reports, Publications, and Reference. The main content area has a large 'WELCOME' heading, followed by a welcome message and a description of the group's mission. Below this are three image-based sections: 'News' (water splash), 'Meetings' (wind turbines), and 'Contacts' (combine harvester). A footer contains copyright information and hosting details.

APEC Energy Working Group
EXPERT GROUP ON NEW AND RENEWABLE ENERGY TECHNOLOGIES

Home Representatives Projects Meetings Workshops Reports Publications Reference

WELCOME

Welcome to the official website of the
APEC Expert Group on New and Renewable
Energy Technologies (EGNRET)

The EGNRET has been established by -
and reports - to the APEC Energy Working Group (EWG)

The mission of the EGNRET is to facilitate an increase in the
use of new and renewable energy technologies in the APEC region

News **Meetings** **Contacts**

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