



PROJECT PREPARATION GRANT (PPG)

PROJECT TYPE: Full-sized Project

TYPE OF TRUST FUND: GEF Trust Fund

Submission date: March 20, 2012

Resubmission date: 16 January 2013

GEF PROJECT ID: 4900

GEF AGENCY PROJECT ID: 4605

COUNTRY(IES): India

PROJECT TITLE: Scale Up Of Access To Clean Energy For Rural Productive And Domestic Uses

GEF AGENCY(IES): UNDP

GEF FOCAL AREA(s): Climate Change

A. PROJECT PREPARATION TIMEFRAME

Start date of PPG	01/01/2013
Completion date of PPG	30/01/2014

B. PROPOSED PROJECT PREPARATION ACTIVITIES (\$)

Describe the PPG activities and justifications: The PPG will focus on those activities necessary to collect adequate information and conduct relevant analyses to prepare the full-sized project document and CEO Endorsement Request.					
List of Proposed Project Preparation Activities	Output of the PPG Activities	Trust Fund	Grant Amount (a)	Co-financing (b)	Total c = a + b
1. Revalidate Barriers and Baseline Projects/Activities	Detailed assessment report on the (a) situation analysis (baseline), existing policies, barriers / problems / issues / concerns regarding clean energy technologies promotion and energy service delivery in un-served and underserved regions (b) proposed activities to address the barriers / problems / issues / concerns which are incremental to baseline	GEF TF	20,000	22,500	42,500
2. Identification, evaluation and selection of demonstrations	<ul style="list-style-type: none"> • Conducted five stakeholder consultation workshops in five selected states and received inputs from stakeholders • Identified key project partners • Developed criteria and methodology for the selection of project sites 	GEF TF	42,500	30,000	72,500

	<ul style="list-style-type: none"> • Applied methodology, data collection and needs assessment for the selected project sites • Finalised implementation plan along with institutional structure & manpower plan for project implementation, monitoring and knowledge dissemination 				
3. Conduct of Logical Framework Analysis (LFA) with the project stakeholders	<ul style="list-style-type: none"> • Agreed logical framework or project planning matrix defining the project goal, objective, outcomes and outputs, with the relevant indicators (with baseline & target values), means of verification and critical assumptions 	GEF TF	15,000	15,000	30,000
4. Detailed Design of Project Components & Activities	<ul style="list-style-type: none"> • Detailed design of the project activities which are incremental compared to baseline activities and based on the outputs of LFA workshop 	GEF TF	17,500	15,000	32,500
5. Establishment of institutional framework for project partners/co-financiers in the project implementation and to ensure close coordination with co-financed baseline activities	<ul style="list-style-type: none"> • Clearly defined roles and prepared Project Operations Manual (POM) consisting of describing administrative, financial and procurement systems and procedures • Finalized required agreements for the project implementation arrangements including co-financed baseline activities • Established well defined communication mechanism among key stakeholders / partners • Obtained letter of commitment for Co-financing from partners 	GEF TF	7,740	7,500	15,240
6. Drafting of the Project Document	<ul style="list-style-type: none"> • Draft ProDoc and responses to comments (if any) 	GEF TF	0	5,000	5,000
7. Finalization and Submission of the ProDoc and CEO Endorsement Request	<ul style="list-style-type: none"> • Final ProDoc & CEO Endorsement Request 	GEF TF	0	5,000	5,000
Total Project Preparation Financing			102,740	100,000	202,740

C. FINANCING PLAN SUMMARY FOR PROJECT PREPARATION GRANT: (\$)

	Project Preparation	Agency Fee
Grant Amount	102,740	9,760
Co-financing	100,000	
Total	202,740	9,760

D. PPG AMOUNT REQUESTED BY AGENCY(IES), FOCAL AREA(S) AND COUNTRY(IES)¹: N.A.


E. PPG BUDGET

Cost Items	Total Estimated Person Weeks for Grant (PW)	Grant Amount (\$)	Co-financing (\$)	Total(\$)
Local consultants *	51	38,250	20,000	58,250
International consultants*	8	22,000	0	22,000
Travel		15,000	30,000	45,000
Workshop & Stakeholder Consultations		20,000	40,000	60,000
Office and Miscellaneous		7,490	10,000	17,490
Total PPG Budget		102,740	100,000	202,740

* Annex A for Consultant cost details should be prepared first before completing this table. See notes on Annex A for the required detailed information. This table is the sum of all local and international consultants presented in Annex A.

F. GEF AGENCY(IES) CERTIFICATION

This request has been prepared in accordance with GEF policies and procedures and meets the GEF LDCE/SCCF/NPIF Trust Fund criteria for project identification and preparation.
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Agency Coordinator, Agency Name	Signature	Date (Month, day, year)	Project Contact Person	Telephone	Email Address
Adriana Dinu UNDP/ GEF Officer-in- Charge		01/16/2013	Butchaiah Gadde, Regional Technical Specialist	+66 2304 9100 ext 5048	butchaiah.gadde @undp.org

Annex A

Consultants Financed by the Project Preparation Grant (PPG)

Type of Consultant	Position / Titles	\$/PW ¹	Estimated PWs ²	Tasks to be Performed
Local	Decentralized Energy Technologies and Services Specialist	750	30	<ol style="list-style-type: none"> 1. Prepare status paper on decentralized innovative low-carbon, modern and clean energy technologies and services and experiences. 2. Develop a methodology and identification of project areas of 30 un-served villages and 30 underserved villages as pilots under the proposed project. 3. Provide technical inputs in the identification and selection of project areas. 4. Prepare methodology and guidelines for selecting technology packages and its cost-effectiveness for various situations. 5. Prepare applicable technologies that can be implemented and services for identified project areas involving local communities and selection of applicable technologies and services. 6. Provide inputs to determination of institutional structure for the project. 7. Prepare operation, management, maintenance and revenue collection manual for pilots. 8. Prepare relevant capacity building plan required for supporting the implementation of pilots in project areas as well as energy service delivery. 9. Prepare monitoring and evaluation protocol for proposed pilots as well as energy service delivery projects in general. 10. Participate in stakeholder consultations and provide required inputs.
Local	Rural Livelihoods Specialist	750	8	<ol style="list-style-type: none"> 1. Prepare status paper on current modern and clean energy technologies and services for productive use initiatives and experiences in India. 2. Support the identification of needs assessment involving local communities and support identification of project areas. 3. Preparation of methodology and guidelines for selecting technologies under various situations. 4. Prepare suitable options for productive uses by making use of available energy source and services for the communities. 5. Prepare business plan templates or livelihood activity packages based on available energy source and services. 6. Provide inputs to determine institutional structure for the project. 7. Prepare relevant components of capacity building plan associated with productive use of energy and livelihood related activities. 8. Prepare monitoring and evaluation protocol and systems for productive use of energy. 9. Participate in stakeholder consultations and provide required technical inputs.
Local	Enterprise Development Specialist	750	8	<ol style="list-style-type: none"> 1. Prepare status paper of rural enterprise development and provide inputs to status paper on decentralised innovative low-carbon, modern and clean energy technologies and services in relation with enterprise development. 2. Provide inputs in identification of Project areas.

				<p>3. Provide inputs to the selection of applicable technologies and services from the perspective of enterprise development and end-uses for productive applications.</p> <p>4. Provide inputs to methodology and guidelines for selecting technology packages for various situations.</p> <p>5. Prepare business plan templates or livelihood activity packages based on innovative low-carbon, modern and clean energy technologies and services.</p> <p>6. Provide inputs to determining institutional structure for the project.</p> <p>7. Provide inputs to relevant components of capacity building plan associated with enterprise development and productive applications.</p> <p>8. Provide inputs to monitoring and evaluation protocol embedding the elements of enterprise development.</p> <p>9. Participation in stakeholder consultations and provide required inputs.</p>
Local	Finance, Admin and Procurement Specialist	750	5	<p>Prepare operations manual for the project including but not limited to the following:</p> <ol style="list-style-type: none"> 1. All administrative rules, regulations, procedures, entitlements, leave rules, etc. for project personnel. 2. Complete set of regulations and procedures for all financial dealings and procurement procedures to be followed in the project. 3. Finance analysis (including cost benefits) of different energy options for end uses.
International	Project Development and Management Specialist	2,750	8	<ol style="list-style-type: none"> 1. Participate in stakeholder consultations and coordinate overall technical inputs, comments and suggestions. 2. Consolidate and finalise the inputs from individual experts, but not limited to (a) finalizing project sites, (b) technology packages which are based on the needs assessment, (c) methodology and guidelines for selecting technology packages for various situations, (d) finalise institutional structure for the project based on the inputs and (e) synthesize the information from status paper on decentralized innovative low-carbon, modern and clean energy technologies and services as well as productive use elements. 3. Finalize Project Implementation Plan (PIP). 4. Preparation of project proposal document which includes: <ul style="list-style-type: none"> • Discuss outline activities with rest of the experts • Prepare draft UNDP ProDoc, CEO endorsement request and CC tracking tool documents based on inputs during consultation and from individual experts • Finalize the documents based on feedback from UNDP CO/Bangkok, liaising with individual experts in the team for required inputs/clarifications • Assist with clarifications on comments from GEF Sec review

¹Provide dollar amount per person week

²Provide person weeks needed to carry out the task