



PROJECT PREPARATION GRANT (PPG)

PROJECT TYPE: Full-sized Project

TYPE OF TRUST FUND: GEF Trust Fund

Submission date: 07 March 2012
Resubmission date: 06 April 2012
Resubmission date: 13 April 2012
Resubmission date: 03 August 2012
Resubmission date: 03 August 2012

GEF PROJECT ID: 4840

GEF AGENCY PROJECT ID: 4904

COUNTRY(IES): Sierra Leone

PROJECT TITLE: Energy Efficient Production and Utilization of Charcoal through Innovative Technologies and Private Sector Involvement

GEF AGENCY(IES): UNDP, (select), (select)

GEF FOCAL AREA(S): Climate Change

A. PROJECT PREPARATION TIMEFRAME

Start date of PPG	01/01/2013
Completion date of PPG	12/31/2013

B. PROPOSED PROJECT PREPARATION ACTIVITIES (\$)

Describe the PPG activities and justifications:

The project preparatory activities will include the gathering of the necessary and additional data/information (through stakeholder consultations, desk researches, targeted studies, surveys and site visits) that are needed in the design of the various actions and interventions that will be carried out under the proposed GEF-supported project. Such actions/interventions are to be designed so as to effectively deliver the relevant outputs that would contribute to the realization of the expected outcomes of the project, thereby realizing the envisioned project objective of removal of barriers to the sustainable use of biomass energy resources through the application of renewable charcoal¹ and improved cook stoves (ICS) in Sierra Leone. The project preparatory activities that will make use of the requested project preparation grant (PPG, and henceforth referred to as PPG activities) will include the development and completion of a full size project document and a CEO Endorsement Request.

The major PPG activities are the following:

1. Data Gathering and Analysis – This will involve the conduct of desk researches and consultations with the key stakeholders. It will involve the survey and review of previous and current:
 - Plans/programs and policies of the national and local governments concerning the development and utilization of biomass resources in the country
 - Plans/programs of the entities in the country that are currently engaged (or planning to get invest) in the development of application of more efficiently produced charcoal and improved cook stoves (ICS) technologies in the country
 - Develop and manage identified barriers (Institutional and policy related barriers, financial and market related barriers, information and awareness related barriers) and risks (technical, market, regulatory framework and climate change) for efficient use of more efficiently produced charcoal and improved cook stoves
 - Conduct detailed feasibility analysis on the financial and fiscal instruments. Demonstrate their potential

¹ Charcoal produced from sustainably grown and harvested wood, and using improved and energy efficient kilns.

- sustainability and their incrementality compared to the marketing practices in place, as well as that these financial mechanisms are in line with UNDP comparative advantage.
- Conduct a pre-analysis of the value chain to identify appropriate interventions along the supply chain from farmer to consumer
 - Analyze the socio-economic interest of using improved cook stove and analyze the economic benefits expected for sustainable wood production (compared to alternatives) and more efficiently produced charcoal based kilns (compared to alternatives)
 - Energy performance data of local cook stoves in the country
 - Provide detailed framework for the phase-out of traditional cook stoves and its sustainability
2. Conduct of Logical Framework Analysis (LFA) workshop – This is for defining (or for validating and confirming) the project goal, objective, outcomes, outputs and activities, including success indicators, as well as delineation of responsibilities among the stakeholders. The main output is a fully defined project log frame or project planning matrix (PPM)
3. Identification and assessment of large scale activities showcasing the commercial applications of feasible and affordable more efficiently produced charcoal and improved cook stoves - This will involve the design and implementation large scale program for the financing of 1,000 energy efficient charcoal kilns and 15,000 improved cook stoves in the country in such a way as to use this demonstration to test the sustainable mechanisms incentivizing the replacement of cook stove at country level.
4. Detailed Design of Project Components & Activities – Based on the agreed log frame, specific studies, assessments and data gathering, will be conducted the results of which will be used in the: (a) Design of the project activities; (b) Basic design of demonstration projects; (c) Project activity budgeting; (d) Estimation of potential energy savings and CO2 emission reduction, etc.). This will also provide detailed information on the activities aiming at (i) ensuring that kilns and ICSs mainly use harvested wood source (e.g. control and enforcement) and (ii) establish specific criteria to validate the areas that can support the implantation of more efficient kilns. Among these criteria: available harvested firewood resources, secure land tenure, access to markets, and past charcoal production experience.
5. Coordination Mechanisms and Other Institutional Work – This will include discussions with project partners (e.g., demonstration hosts and co-financers) on the project implementation and management arrangements, M&E, agreements on co-financing, and coordination mechanisms among the various existing projects involved.
6. Preparation of the Project Document and CEO Endorsement Request – This include the drafting of these two documents including provision of responses to potential comments/questions raised in reviews.
7. Finalization of the Project Document, CEO Endorsement and Tracking Tool

List of Proposed Project Preparation Activities	Output of the PPG Activities	Trust Fund	Grant Amount (a)	Co-financing (b)	Total c = a + b
1. Data Gathering & Analysis	Gathered, processed and analyzed data on Biomass resource development and utilization, in particular more efficiently produced charcoal and improved cook stoves technology applications, in Sierra Leone	GEF TF	22,000	22,000	37,000
2. Conduct of Logical Framework Analysis (LFA) workshop	Agreed project log frame Proceedings of LFA workshop	GEF TF	4,000	3,000	14,000
3. Identification and assessment of demonstration activities	Established large scale program for the financing of 1,000 energy efficient charcoal kilns and 15,000 improved cook stoves	GEF TF	3,000	3,000	13,000

4. Detailed Design of Project Components & Activities	Reports on specific studies & surveys carried out	GEF TF	18,000	17,000	28,000
5. Coordination Mechanisms and Other Institutional Work	Agreed project implementation & management arrangements Letters of co-financing from project partners	GEF TF	3,000	5,000	8,000
Total Project Preparation Financing			50,000	50,000	100,000

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

	Project Preparation	Agency Fee
Grant Amount	50,000	5,000
Co-financing	50,000	
Total	100,000	5,000

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

¹ No need to provide information for this table if it is a single focal area, single country and single GEF Agency project.

E. PPG BUDGET

Cost Items	Total Estimated Person Weeks for Grant (PW)	Grant Amount (\$)	Co-financing (\$)	Total (\$)
Local consultants *	30	10,000	20,000	30,000
International consultants*	14	28,000		28,000
Travel		7,000	12,000	19,000
Other (communication, consultation meetings, reporting)		5,000	18,000	23,000
Total PPG Budget		50,000	50,000	100,000

* 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 LDCF/SCCF Trust Fund criteria for project identification and preparation.

Agency Coordinator, Agency Name	Signature	Date (Month, day, year)	Project Contact Person	Telephone	Email Address
Mr. Stephen Gold UNDP/ GEF Officer-in-Charge		August 3 rd , 2012	Saliou Toure Portfolio Manager Energy, Infrastructure, Transport and Technology (EITT)	+221 33 869 07 89	saliou.toure@undp.org

Annex A

Consultants Financed by the Project Preparation Grant (PPG)

Type of Consultant	Position / Titles	\$/ Person Week¹	Estimated PWs²	Tasks to be Performed
Local	Project Development and Finance Specialist	1,000	20.00	<ul style="list-style-type: none"> -Organize consultations with local and national authorities, public and private sector stakeholders with regard to the regulatory, technical, and promotion activities - Review and analyze existing policies, regulatory, and institutional frameworks - Conduct negotiations among partners and develop coordination mechanisms among the various existing projects involved - Support in analyzing the feasibility of project activities -Mainstream Gender activities and analyze the socio-economic interest - Conduct the resource mobilization -Identify co-finance project/programs -Facilitate to obtain the letters of co finance - Develop financial mechanisms tools, other institutional work; and demonstrate their potential sustainability and their incrementality compared to the marketing practices in place.
Local	Biomass resource development and utilization Specialist	1,000	10.00	<ul style="list-style-type: none"> - Establish a detailed baseline for the project - Provide detailed analysis of planned investments in more efficiently produced charcoal and ICS technologies - Conduct feasibility analysis on the financial and fiscal instruments - Analyze and develop identified barriers and risks for efficient biomass utilization - Coordinate PPG activities and ensure output quality - Identify potential zones for activities (kilns and distribution of ICS) - Pre-analyze the value chain along the supply chain production - Develop the mobilization strategy for stakeholders - Facilitate the confirmation process for financial commitments and define the funding - Provide support for the development of the project document including a detailed budget - Assist in the framing and development of the project strategy - Assist in the planning of project activities - Provide technical support in the elaboration of the project's logical framework and action plan - Provide detailed framework for the phase-out of traditional cook stoves and its sustainability
International	Biomass resource development and utilization Specialist	2,000	4.00	<ul style="list-style-type: none"> - Provide detailed analysis of planned investments in more efficiently produced charcoal and ICS technologies (including financial and fiscal instruments, socio-economic interests and value chain analysis) - Develop financial mechanisms tools, other institutional work; and demonstrate their potential sustainability and their incrementality compared to the marketing practices in place, as well as that these financial mechanisms are in line with UNDP comparative advantage. - Analyze the country gathered data on biomass resource and propose suitable and adaptive more efficiently produced charcoal and ICS technologies - Control quality of inputs and outputs of national consultant on biomass resource
International	GEF Project Formulation	2,000	10.00	<ul style="list-style-type: none"> Lead the consultants' team and: - Control quality of inputs and outputs of all consultants and

	Specialist,			subcontractors <ul style="list-style-type: none"> - Mainstream project’s problem and barrier analysis among the project planning team - Help determine the project’s system boundaries and scope - Facilitate the Logical framework analysis workshop - Help in the coordination of financial mechanisms and other institutional work - Investigate potential options for the project’s institutional and implementation arrangements - Provide detailed information on the activities aiming at (i) ensuring that kilns and ICSs mainly use harvested wood source (e.g. control and enforcement) and (ii) establish specific criteria to validate the areas that can support the implantation of more efficient kilns. Among these criteria: available harvested firewood resources, secure land tenure, access to markets, and past charcoal production experience. - Design Knowledge Management and M&E component (including learning mechanisms and impacts indicators) - Develop the project’s replication and sustainability - Develop the project’s sustainability strategy - Demonstrate cost-effectiveness of the project’s interventions - Help in the co-funding and financing plans - Stimulate partnerships and help mobilize resources - Evaluate the CO2 emission savings - Develop the FSP Document and CEO Endorsement Request, and Tracking Tool.
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Provide dollar amount per person week.

² Provide person weeks needed to carry out the task