



PROJECT PREPARATION GRANT (PPG)

PROJECT TYPE: Full-sized Project

TYPE OF TRUST FUND: GEF Trust Fund

Submission date: 10 March 2011

Re-submission date: 29 November 2011

Re-submission date: 22 December 2011

GEF PROJECT ID: 4344

GEF AGENCY -PROJECT ID: 4250

COUNTRY(IES): Timor-Leste

PROJECT TITLE: Promoting Sustainable Bio-Energy Production From Biomass

GEF AGENCY(IES): UNDP

GEF FOCAL AREA(S): Climate Change

A. PROJECT PREPARATION TIMEFRAME

Start date of PPG	01/03/2012
Completion date of PPG	01/05/2013

B. PROPOSED PROJECT PREPARATION ACTIVITIES (\$)

Describe the PPG activities and justifications: The proposed PPG activities will focus on all activities that are necessary for the preparation of the full-sized project document.					
List of Proposed Project Preparation Activities	Output of the PPG Activities	Trust Fund	Grant Amount (a)	Co-financing (b)	Total c = a + b
1. Conduct gap analyses on technology best practices and lessons learnt in biomass and biogas utilization; policy and regulations, including institutional capacities; local capacity in component manufacturing/ fabrication; community-based energy resources production and utilization systems, and, project financing	- Best practices, Baseline situation and benchmarks - Study report on gap analyses	GEF TF	25,000	45,000	70,000
2. Conduct of a Logical Framework Analysis (LFA) to define project goal, objectives, outcomes, outputs and activities, including success	- Logical framework (Project Planning Matrix) - LFA workshop proceedings	GEF TF	10,000	20,000	30,000

indicators as well as delineation of responsibilities and coordination mechanisms.					
3. Stakeholder engagement, capacity needs assessment of key local implementing partners and co-financing, including private sector and financiers	- Identified and confirmed key stakeholders; Established capacity building strategies for key local implementing partners; Confirmed co-financing - Stakeholder consultation Report	GEF TF	5,000	15,000	20,000
4. Detailed design of project implementation plan	- Prepared implementation plan that includes identification of location of the project activities, demo plant configurations, business plans, implementation partners, risk and issues log, estimation of potential energy savings and CO2 emission reduction, and project activities budget allocations - An established replication and scaling up strategy	GEF TF	15,000	15,000	30,000
5. Preparation and finalisation of the full-sized Project Document	- UNDP/GEF Project Document completed	(select)	0	10,000	10,000
Total Project Preparation Financing			55,000	105,000	160,000

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

	Project Preparation	Agency Fee
Grant Amount	55,000	5,500
Co-financing	105,000	
Total	160,000	5,500

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 *	10	10,000	20,000	30,000
International consultants*	15.5	35,000	70,000	105,000
Travel		10,000	10,000	20,000
Workshop			5,000	5,000
Total PPG Budget	25.5	55,000	105,000	160,000

* 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
Yannick Glemarec, UNDP/GEF Executive Coordinator		December 22, 2011	Thiyagarajan Velumail, Regional Technical Advisor Climate Change Mitigation	+662 304 9100 Ext. 2597	Rajan.velumail@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
International	Team Leader/ Manager	2500	8	Supervise and co-ordinate the inputs of all consultants; assure quality of work and researches; prepare TORs for consultants and services; facilitate stakeholder consultations and LFA; evaluate capacity needs of key implementing agencies and make recommendations for capacity development within the project; analyse the cost-effectiveness of the project, design the project outcomes, outputs, indicators and targets, means of verification and assumptions/risks; calculate CO2 emissions avoided; prepare background papers, progress reports and projects documents. (8 PWS/PPG + 14 PWS Co-Financing)
International	Technical Specialists	2000	7.5	Undertake various studies, including: [1] design survey program of rural biomass energy technology for household use and income generation, electricity services and thermal applications by local enterprises; [2] Investigation of biogas digester technologies and application experiences; identification and design of HH/ community biogas plant demonstrations configurations and financing schemes; [3] Investigation of EE cook-stove/furnace production, application, financing and distribution; [4] Investigation of biomass conversion technologies and application experiences; identification and design of biomass gasification and applications demonstrations; and project financing. (7.5PWS/PPG + 17.5PWS Co-Financing)
Local	Rural Economy And Rural Planning Expert	1000	5	Providing advice and recommendations related to the sustainable development of rural enterprise using RETs and area/community-based planning. (5 PWS/PPG)
Local	Community Forestry/ Energy Experts	1000	5	Providing advice and recommendations related to the establishment of community energy production systems (woodlots, biogas), determining sustainability and certification, including wood flow patterns and the location and nature of threats to forests from firewood extraction. (5 PWS/PPG + 20PWS Co-Financing)

¹Provide dollar amount per person week

²Provide person weeks needed to carry out the task