



ECOWAS Special Intervention Fund (ESIF) for peri-urban and rural areas

Execution of the the ECOWAS Renewable Energy Policy (EREP) and the ECOWAS
Program on Access to Sustainable Electricity Services (EPASES)

CALL FOR PROPOSALS **2022**

Project Proposal Template
Please read the application guidelines carefully

Deadline for Proposal Submissions:
26th August 2022, 23:00 UTC-1

Introduction

The following guidelines provide interested applicants with all information on the first call for Proposals of the ECOWAS Special Intervention Fund (ESIF) - 2022

Background

The first call of the ECOWAS Special Intervention Fund (ESIF) is managed by the ECOWAS Centre for Renewable Energy and Energy Efficiency (ECREEE) based in Praia, Cabo Verde. The call provides non-reimbursable co-funding grant for the capital expenditure in clean energy solutions in rural and peri-urban areas, with a specific attention to those initiatives supporting and promoting productive uses of electricity (PUE).

The ESIF 2022 Call is supported by the ECOWAS Commission. The available funds are 700,000 USD, with a maximum grant of **60, 000 USD** allocated to each successful project.

The Fund is open to other donor partners interested in contributing to the fund. The additional support other partners commit to the Fund will allow the implementation of more projects. The ESIF is part of the annual work plan of ECREEE and fully integrated in its governance structure.

The Fund will build on the learnings from the previous calls of the ECOWAS Renewable Energy Fund (ESIF) - ESIF-1 launched in 2011; ESIF-2 launched in 2014; and ESIF-3 launched in 2018 - to ensure that access to sustainable energy is scaled-up across the ECOWAS countries using the latest technological development, adapted solutions and proven best-practices.

What is the ESIF

The ESIF is a fund which is managed by the ECREEE Secretariat. The Fund provides non-

reimbursable grants through regular demand driven competitive call for proposals.

Relevance of ESIF

With the Fund, ECREEE contributes to the achievement of the Sustainable Development Goals (SDGs), the Sustainable Energy for All (SEforALL) and the international agreements to reduce GHG emissions to keep the global average temperature rise below two degrees Celsius.

ESIF responds to the urgent need for additional RE&EE investments in peri-urban and rural areas of West Africa and the lack of national financing instruments and limited international donor support. Most of the financing available at international levels do not adequately address the need of small and medium sized enterprises. With the ESIF, ECREEE and its partners are remedying these barriers by exclusively focusing on renewable energy solutions capable of addressing the needs of vulnerable populations in rural and peri-urban areas.

The proposal for the ESIF is aligned with the Paris Declaration on Aid Effectiveness which calls for a strengthening of local ownership, capacities and increased use of local country systems to implement development aid. ECREEE has the official ECOWAS mandate and a comparative advantage in the area of RE&EE in West Africa. The experience accumulated through the management of the ESIF will further strengthen the capacities of the ECREEE Secretariat and create synergies to the annual work plans of the Centre. Best practices and lessons learned from the executed ESIF projects will be disseminated through the ECREEE network and the ECOWAS Observatory for Renewable Energy and Energy Efficiency (ECOWREX). In the second phase, the experiences and lessons learned from the ESIF will be transferred to the ECOWAS countries which should lead to the adoption of national financing mechanisms. The Fund

creates a win-win situation and opens up opportunities for North-South and South-South technology and knowledge transfer.

ESIF 2020, framed within the ECREEE Sustainable Energy Policy Programme, will contribute directly to the achievement of the rural renewable energy targets of the ECOWAS Renewable Energy Policy (EREP) that foresees an increase on the share of the rural population served by off-grid renewable energy solutions to 25% by 2030, setting the target of promoting 128,000 mini-grids across the region by that date. It will also contribute directly to the attainment of the targets of the National Renewable Energy Action Plans (NREAP) and SEforAll Action Agenda in ECOWAS Member States where Clean Energy Mini-grids were recognized as an important technology option to promote access to electricity in rural areas, particularly through the mobilization of private investment.

Objectives, Results and Beneficiaries of ESIF

The **overall objective** of the Fund is to contribute to the sustainable development in rural and peri-urban areas of West Africa through increased deployment and usage of reliable and affordable RE&EE technologies and services. The **specific objective** of ESIF is to create a favourable investment and business environment which leads to accelerated deployment and use of RE&EE technologies and services in peri-urban and rural areas of West Africa.

ESIF activities will **result in the mitigation of existing financial barriers** for the development and execution of small and medium sized RE&EE investments and businesses. The capacities, knowledge base and market access ability of local RE&EE technology and service companies will be enhanced. Networking, knowledge exchange and awareness raising on RE&EE business opportunities in peri-urban and rural areas will be facilitated.

The **Direct Beneficiaries** of the ESIF are project developers directly involved in the execution of clean energy projects funded by ESIF. The **Final Beneficiaries** are the energy end-users particularly in peri-urban and rural areas benefiting from modern, reliable and affordable energy services and finally the global community through the reduction of GHG emissions.

ESIF Governance Structure

The ESIF is managed by the ECREEE Secretariat.

The **Evaluation Committee (EC)** of ECREEE approves the grant funding to the individual ESIF projects based on the recommendations of the ESIF project management team and adjusts the funding policy for the next call.

The specialized **ESIF project management team** is based at the ECREEE Secretariat in Praia, Cabo Verde and is responsible for the day-to-day management and administration of the ESIF project cycle.



<p>1.6.1 Country covered</p> <p><i>(select country and population group(s) targeted – delete the rest)</i></p>	<ul style="list-style-type: none"> - Benin - Burkina Faso - Cabo Verde - Côte D'Ivoire - The Gambia - Ghana - Guinea - Guinea-Bissau - Liberia - Mali - Niger - Nigeria - Senegal - Sierra Leone - Togo 	<p>1.6.2 Name of specific location including geographic coordinates if possible:</p>
		<p>(region/city/village)</p> <p>(geographic coordinates)</p>
		<p>1.6.3 Targeted population group(s):</p>
		<ul style="list-style-type: none"> - in rural areas - in peri-urban areas
<p>1.7 Renewable energy source selected</p> <p><i>Select one or more options and delete the rest. Projects can cover more than one solution.</i></p>	<ul style="list-style-type: none"> • Biomass • Biofuels • Biogas • Waste-to-Energy • Hydro • Solar PV • Solar Thermal • Wind Energy • Hybrids 	

1.8 Summary of key features and main project concept:

Briefly describe and explain the key features, main concept and rationale of the project. This may summarize the core problems, the objectives, the innovative technology/solutions to address these problems. What key activities will be undertaken to achieve the solutions, how the project will generate its main benefits, what are the benefits, who are the beneficiaries and how the benefits and results will be sustained or replicated. A reader should be able to understand how the project works, why it is important and what the key features are.

PART 2: PROJECT INFORMATION

2.1 Relevance of Project and Problem Analysis

- ✓ Describe the existing problems caused by the Covid-19 pandemic in the targeted region energy, the needs and constraints of the target groups/final beneficiary groups of the project
- ✓ Describe which energy services are currently available





- ✓ Describe the linkages between the current energy situation and social, economic and environmental problems (e.g. health, education, productivity, income) caused by the Covid-19 pandemic
- ✓ Demonstrate the relevance of the proposal to the objectives of the request for proposals.
- ✓ Indicate the broad national or regional priorities and goals to which the project contributes
- ✓ Describe the added value of the project by considering synergies to other ongoing projects and avoidance of duplication of activities. Where the action is part of a larger programme, explain how it fits or is coordinated and specify the synergy effects.
- ✓ Show the relevance of the project or its results for population groups in peri-urban and rural areas †

2.2 Local, national and regional legislation and context

- ✓ Describe the local, national and regional relevant legislation and show that the project is in line with and fully respect them.

2.3 Overall Project Objective(s) and Impact

- ✓ Present the scope and how the project leads to an improvement of the current energy situation and how it addresses the interlinked challenges of energy poverty, energy security and climate change mitigation and adaptation. Present how the projects aims at contributing to resolve the problems described in the problem analysis.
- ✓ The project demonstrates a clear positive social, economic, environmental and direct/indirect poverty reduction impact.
- ✓ Demonstrate the positive impact of the project regarding social, economic and environmental sustainable development and describe the expected positive short-term and long-term benefits in general and for the target groups/final beneficiary groups of the project in particular. Be specific and quantify results as much as possible as indicated in the table below. Propose quantifiable indicators to measure the achievements (e.g. reduction of indoor pollution, income savings through reduced fossil fuel dependence, health improvements, enhanced educational services, employment generated). Indicate how the action will improve the situation of target groups/beneficiaries.



Provide quantifiable numbers on the expected short-term and long-term impacts of the project as indicated in the table below. Modify or complete the table as needed. Show how the project contributes to sustainable economic, social and environmental development.

2.4 Specific Objectives and Effectiveness

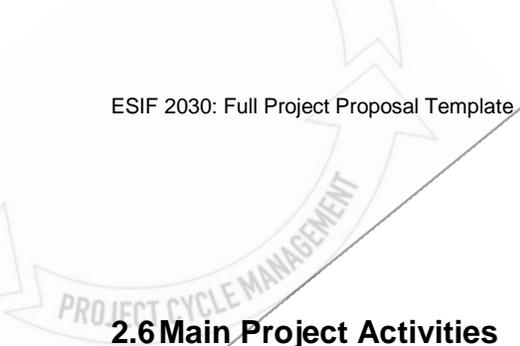
- ✓ Prepare a list of specific objectives to be reached to overcome the identified problems and contribute to the overall objectives. This represents the central focus of the whole project which should be achieved after finalization. Measurable indicators should be provided to verify the achievement of the objectives (according to the indicator table in 2.3).
- ✓ The specific objectives of the project clearly reflect the identified needs of the target groups and final beneficiaries. They are realistic, results-orientated and measurable.
- ✓ The most promising, cost-effective and feasible strategy alternative was selected to achieve the overall objective. The rationale of the strategy is logic and realistic. A “with and without project” scenario has been analysed. The proposed technology is the better alternative in relation to others.
- ✓ The economic and financial analyses have shown that the best technology alternative was chosen. The alternative was sustainable in economic, social and environmental view. The calculation was done on a life-time basis. The external environmental costs of fossil fuel based projects shall be integrated into the analyses (e.g. externalities, carbon price). Future price increases were considered in the calculations (e.g. oil price increase).
- ✓ The need for a grant shall be justified. The program/project cannot be fully financed through loans or micro-credits. The grant makes a difference and the project would not have been implemented without ECREEE support.
- ✓ The size of the subsidy element (grant) was determined according to available resources of the project partners and/or other donors and co-financiers.

2.5 Project Outputs

Provide a list of expected results and final products the project will deliver after successful completion of the foreseen activities described in 2.6. In other words, describe the main things produced by the project for each of the main sets of activities. These outputs should be within the control of the project and should generally be the main deliverables of the project. Specific and measurable quantitative indicators of achievement of the outputs should be provided in annex 1. .

- 1.
- 2.
- 3.
- 4.
- 5.





2.6 Main Project Activities

List and describe the main activities needed for achieving the main project results described in 2.5 and who would be responsible for them. Check whether the activities are practical, realistic, feasible and coherent. Ensure that the action plan is clear and feasible. The timeframe will have to be indicated in the time and expert deployment schedule in annex 2.

Results	Main activities (extend as needed)	Responsible partner
1.1		
1.2		
2.1		
3.1		
4.1		
5.1		
6.1		

2.7 Feasibility and Efficiency of the Project

- ✓ *Demonstrate the general feasibility of the project and the efficiency of the suggested implementation method. A realistic and achievable implementation strategy and effective division of labour between the partners is chosen. The activities proposed are appropriate, practical, and consistent with the specific objectives and expected results of the project. Describe the role of the various actors and stakeholders (applicant, (local) partner(s), target groups, local authorities, etc.), their added value and the reasons for which these roles have been assigned to them. The lead applicant and partners have established links to local/national authorities responsible for management and administration of services implicated in the project.*
- ✓ *The financial feasibility of the project is shown clearly in the budget breakdown in 3.1 and the budget excel sheet in the annex 3. The structure of the project ensures efficient and cost-effective implementation. Co-funding is secured. Signed partner agreement(s), letters of commitment and/or co-funding letters confirming the contributions of each partner to the project and according to the budget breakdown shall be attached to the proposal (Annex 5). The administrative costs should be reasonable in relation to the overall project budget (max. 10%).*
- ✓ *The applicant and its partners have sufficient management capacity and stable financial sources of finance to implement the project. In this regard applicants and its partners shall meet administrative and financial minimum requirements which are described in detail in the guidelines. The applicant and the partners have sufficient management capacity: adequacy of staff (number, qualifications, and expertise), adequacy of the management information system and controlling (to be described also in 4.4).*
- ✓ *Key lessons from other comparable earlier or ongoing activities are explicitly analysed and incorporated.*





2.8 Final Beneficiaries

- ✓ Describe the main target groups directly involved or concerned during project implementation and the final beneficiaries which are benefiting from the project results.
- ✓ How will the project identify and address their needs?
- ✓ How far will the project address the needs of the peri-urban and rural poor, ethnic minorities and women?

2.9 Sustainability and potential for regional replication or scaling-up

- ✓ The project is promoting social, economic and environmental sustainable development. It is demand driven and not technology or donor driven. The project considers cross-cutting issues such as human and social rights, poverty reduction and gender during implementation.
- ✓ Show the multiplier effect of the project. Supported projects have a good potential for replication and should lead to widespread deployment. The project should suggest replication activities.
- ✓ Explain how sustainability will be secured after completion of the project. All potential users should have adequate access to benefits and delivered services during and after the project.
- ✓ There is adequate ownership of the project by the target group(s) and project partners. The partners bring in co-funding and in-kind support. Once the project achieves the objectives the target group(s) will use the services and will continue to provide and maintain infrastructure.
- ✓ Constructed infrastructure will be maintained and financed locally as much as possible. The energy resources/feedstock are available locally and the technology will be obtained locally and will be imported only if necessary (necessary procurement will be done locally). The import component is as small as possible.
- ✓ Financial sustainability is ensured and sources of revenue for covering all future costs (management, operation, maintenance and equipment's replacement) are identified. The finance of the project company is sustainable in a long-term view.
- ✓ Describe community involvement and participation. The consultation process should involve all relevant stakeholders, particularly the target group. The beneficiaries must be duly informed of the project impacts.
- ✓ As much as possible local capacities are applied during the project: describe which trainings will be conducted before, during or after the project implementation. Indicate target group(s) and methodology.

2.10 Innovation, learning and dissemination

Describe the main innovation in the project idea. Highlight the innovative approaches and technologies which the project will work with, what new ideas, simplicity, increased affordability, creative partnerships, collaboration and understanding the project is expected to develop, and how the lessons learnt will be captured and disseminated (including technology transfer).





2.11 Risk analysis

Describe the risk factors that will affect the implementation, completion and sustainability of the project. This should include at least a list of risks associated with each activity proposed accompanied by relevant corrective measures to mitigate such risks. A good risk analysis would include a range of risk types including physical, environmental, political, economic and social risks. Specifically indicate the relevance of conducting an environmental and social impact assessment.

Main risk factors	Probability (1 to 5)	Impact (1 to 5)	Mitigating measures

1 is lowest; 5 is highest

2.12 Gender

- ✓ *The gender inclusiveness aspect of the project should be indicated, identifying how the project will ensure equal opportunities for men and women as it concerns improvement in quality of life.*
- ✓ *The applicant must justify that the project design will not lead to unintended negative gender impacts as a result of the energy project; the project should incorporate gender-sensitive measures that are necessary to achieve the intended goals and should capitalize on opportunities to reduce gender disparities and improve overall development outcomes.*

2.13 Technical Solution

- ✓ *Describe in details the technical characteristics of the system and attach a block diagram*
- ✓ *Describe for each equipment the international standards certification and the performance guarantees which will be sought during the procurement*
- ✓ *Describe which local, national and regional regulations will be applied during the installation*
- ✓ *Show how the solution is taking into account the individual situation and characteristics of the final beneficiaries rather than replicating prepared concepts. The selected technology will be accepted by the population and can be adapted to the specific country context.*
- ✓ *Provide evidence that the proposed solution is the best option to provide energy services to the target community(ies): advantages, benefits, barriers and constraints of the different technical solutions, including the proposed one, should be discussed.*
- ✓ *Negative and positive social, economic and environmental externalities and their interrelated costs were considered in the selection process of the best technology alternative (such as local pollution and GHG emissions)*
- ✓ *The project levelized cost of electricity (LCOE) should be compared with different alternatives*





- ✓ *Results of simulation exercises should be included as an attachment.*
- ✓ *Demonstrate the renewable energy resources/feedstock is available in the long-term. The use of the resources shall not have negative effects concerning food and water availability or environmental impacts.*
- ✓ *Describe the expected performance of the system. Information provided should include, but are not limited to:*
 - *Number of hours per day and days per year of service*
 - *Lifespan of the main equipments*
 - *Non-technical losses/theft*
 - *Minimum and monthly average state of charge of the batteries*
 - *Percentage of electricity or heat produced from renewable energy sources on a yearly average*
- ✓ *If the proposed intervention aims to strengthen and enhance the services provided by an existing project, the description of the technical solution has to include both the existing system and the proposed one*

2.14 System ownership, management, operation and maintenance

- ✓ *Describe the organizational structure of the project and which are the local, national and regional legislations it is based on*
- ✓ *Explain who are going to be the owners of the project and who will be responsible for their management, operation and maintenance. Which is the contractual agreement among them?*
- ✓ *Describe how the project will ensure that the management, operation and maintenance system put in place is sustainable in the long term. The project should be designed in a way that ensures that the availability of energy services in the communities will extend beyond the lifetime of the initially procured equipments.*

2.15 Pricing and tariff scheme (if applicable)

- ✓ *Describe and quantify the foreseen annual management, operation and maintenance and equipment's replacement costs*
- ✓ *Describe in details the foreseen tariff scheme and the annual incomes it will generate*
- ✓ *Indicate whether the tariff will be based on energy consumption, power demand, services provided, if it will be a flat rate or a combination of these approaches (if applicable)*
- ✓ *Are social tariffs envisaged? Will there be different tariffs for households, commercial businesses or public institutions?*
- ✓ *Describe how the tariff will be established and approved and indicate for each step the responsible local or national authority*
- ✓ *In the case where the tariff scheme is (or will) be defined by subnational or national authorities, please specify. Indicate the values of the standard national or subnational tariff scheme, if available.*
- ✓ *Explain who's going to be in charge of collecting the tariff*
- ✓ *How much are the final users expected to pay? How is it related with their willingness and ability to pay?*





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2.16 Productive Uses of Energy (PUE)

- ✓ Describe how the project will promote PUEs. The project should actively support the growth of rural businesses which would then lead to economical development. PUEs include, but are not limited to, communication and secretarial services, agricultural processing, food production and catering, craft and souvenir, health care and hygiene, maintenance and repair services, manufacturing goods.
- ✓ Specify which PUEs would be promoted and which measures will be undertaken.

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2.17 Energy efficiency measures

- ✓ Describe how the project will incorporate energy efficiency in its design, management, operation and maintenance.
- ✓ The project should ensure that relevant stakeholders are aware of the benefits of the implementation of energy efficiency measures.

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PART 3: FINANCIAL INFORMATION

3.1 Total eligible direct project costs and requested grant amount: (in USD)

Provide a detailed budget breakdown of the total eligible direct project costs and funding structure as indicated in the example below. Please note that the ECREEE grant will be limited to Capex (renewable energy systems). Give a realistic overview on the co-funding from different partners. Projects with a higher co-funding rate will be rated better during appraisal. Use the provided excel budget breakdown sheet for in-detail calculations. Attach the excel sheet as annex 3 to the project proposal.

Total Direct Costs (all activities)		
Budget Items	Costs	% of total costs
A. Personnel Costs		
B. Travel and Subsistence		
C. Equipment and Supplies		
D. Services		
E. Workshops and Training		
F. Other Costs		
G. Evaluation & Audit		
H. Contingency Reserve (5%)		
Subtotal Direct Eligible Costs		
Administrative Costs (max. 10%)		
Total Costs		

Budget Items	ECREEE Grant	ECREEE Grant co-funding in %
A. Personnel Costs		
B. Travel and Subsistence		
C. Equipment and Supplies		
D. Services		
E. Workshops and Training		
F. Other Costs		
G. Evaluation & Audit		
H. Contingency Reserve (5%)		
Subtotal Direct Eligible Costs		
Administrative Costs (max. 10%)		
Total Costs		

PART 4: APPLICANT INFORMATION

A minimum of 2 years of existence of the (lead) applicant is expected. Signed partner agreement(s), letters of commitment and/or co-funding letters confirming the contributions of each partner to the project and according to the budget breakdown shall be attached to the proposal (Annex 5). Indicate the type of organization of all project





partners: Private Business, Government Agency, Private Research, Public Research, Government enterprise, Private university/Public university, NGO, charitable organization, Community Based Organization, Cooperative Organization, etc.

4.1 Applicant and partners

Name of Partner	Type of Organization	Legal Registration No.	Contact Person	Full Post Address	E-mail Address	Office and Mobile Phone (add country code)	Year of Establishment
Applicant							
Partner 1							
Partner 2							
Partner 3							

4.2 Type of partnership

Select one (mark with "x"):

"Private – Private"	
"Private – Public"	

4.3 Capacity and Experience of Applicant and Partners

Provide a brief description of the capacity and experience of the Lead Applicant and Partner(s) to execute the project,. Types of projects undertaken, management experience, nature of operations, number of employees, branches (if applicable, experience of companies and particularly of the engaged project team).

Lead Applicant (specify name):

Partner 1 - (please specify name):

Partner 2 - (please specify name):

Partner 3 - (please specify name):





4.4 Experience / expertise of project team:

Highlight experience / expertise of relevance to the proposed project. Curriculum Vitae have to be attached in Annex 6.

Project team	Name of Expert(s)	Relevant Experience and Education
Lead applicant		
Partner 1		
Partner 2		
Partner 3		
Partner 4		

PART 5: CERTIFICATION BY LEAD APPLICANT

Signature:

Name:

Position in organization:

Date and Location:

Organizational Stamp of Lead Applicant:



Annex No. 1) Logical Framework Matrix

Project objective to which results are aligned	Project Results Hierarchy	Indicators <i>Describe the measures that describe the accomplishment of the results</i>	Sources of Verification <i>These include documents, reports and other sources of information, that allow checking the indicators</i>	Assumptions/ Risks <i>Are external factors that lie outside the control of the project management? Nevertheless they might have an (even decisive) influence on project success.</i>
Overall Objective <i>Overarching development objective, i.e. sectoral or guiding objectives of the focus country and ECREEE</i>	Goal <i>Higher objective to which this project, along with others, will contribute</i>	<i>List the indicators that will used to measure the achievement of the Goal</i>		
Specific Objectives <i>Changes projected by the intervention; the sustainable benefit for the target group/s</i>	Outcomes <i>The effect of the project. The change in beneficiary, systems, or institutional performance because of the combined output strategy and assumptions</i>	<i>List the indicators that will used to measure the achievement of the outcomes</i>		
	Outputs <i>Products and services provided by the intervention in order to achieve the planned changes at the level of the specific objectives</i>	<i>List the indicators that will used to measure the achievement of the outputs?</i>		
Activities <i>List the main activities that need to be carried out in order to achieve the expected results envisaged.</i>				

Annex No. 2) Time and Expert Deployment Schedule

Complete and modify the excel sheet according to your needs and copy and paste the graph into the Full Project Proposal as below

Activities	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Expected Result 1:																								
1.1																								
1.2																								
1.3																								
Expected Result 2:																								
2.1																								
2.2																								
2.3																								
Expected Result 3:																								
3.1																								
3.2																								
3.3																								
Expected Result 4:																								
4.1																								
4.2																								
Expected Result 5:																								
5.1																								
5.2																								
Name of Experts/Consultant	Working Days per Month (w/month)																							
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Name of Expert																								
Name of Expert																								
Name of Expert																								
External Consultant																								
Duration of Services in w/days	Total																							
Name of Expert																								
Name of Expert																								
Name of Expert																								
External Consultant																								
Total (in w/days)																								

Annex No. 3) Attach Budget Breakdown Excel File

Annex No. 4) Attach Photos from the Project Site (if available)

Annex No. 5) Attach signed partner agreement(s), letters of commitment and/or co-funding

Annex No. 6) Attach Curriculum Vitae of the experts of the project team

Annex No. 7) Letter of endorsement from the National Focal Institution

