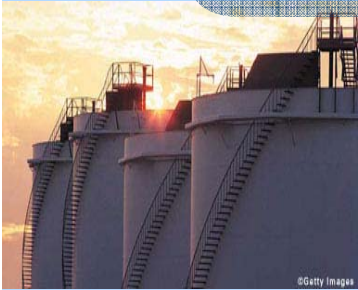




# United Nations Economic Commission for Europe



**Energy Efficiency 21 Programme  
Financing Energy Efficiency and Renewable  
Energy Investments for Climate Change Mitigation**



## **Work Plan for the Third Year of Project Operations (2010)**

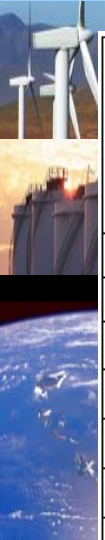
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**Ad Hoc Group of Experts on Energy Efficiency  
Investments for Climate Change Mitigation  
Fourteenth session, 7-9 October 2009**



**Table 1: WORKPLAN TASKS – Objectives, Activities, Outputs and Tasks for the Third Year of Project Operations**



Project Objectives, Activities and Outputs	Partners for Project Implementation			
	National Coordinators	National Participating Institutions	Project Management Unit	Contractors and Consultants
<b>Objective One: Identify and develop investment projects</b>				
<b>1.1 Network of energy efficiency managers in participating countries</b>				
(a) 2 Ad Hoc Group of Experts meetings in 2010				
(b) 3 Business Development or Project Preparation Teams per country in place				
(c) 1 Website per country functional and maintained				
(d) 1 Project Website functional and maintained				
(e) On-line project development software operational and maintained				
(f) On-line training modules for local teams communications and software use operational				
<b>1.2 Trained experts in project development, finance, business planning</b>				
(a) Trainers to provide services for Investment Project Development and Financial Engineering selected				
(b) Project Development curriculum and training manuals prepared				
(c) Training Course Groups of Participants in participating countries selected and receiving training				
(d) 11 Training/Business Development Courses conducted				
(e) Remote assistance to Training Course Participants provided via Internet				
<b>1.3 Investment project pipeline</b>				
(a) Project selection criteria developed in consultation with Investment Fund Designer and/or Investment Fund Manager				
(b) Set of investment project proposals meeting agreed criteria prepared				
(c) Technical and financial evaluation of proposed projects performed by Investment Fund Manager and/or Investment Fund Designer				



**Table 1: WORKPLAN TASKS – Objectives, Activities, Outputs and Tasks for the Third Year of Project Operations (continued)**

Project Objective, Activities and Outputs	Partners for Project Implementation			
	National Coordinators	National Participating Institutions	Project Management Unit	Contractors and Consultants
<b>Objective Two: Strengthen energy efficiency policies</b>				
<b>2.1 Economic, Institutional and Regulatory Reforms</b>				
(a) Regional Analysis of Policy Reforms finalized and published				
(b) 12 Case Studies developed by the National Participating Institutions finalized and published				
(c) 12 Case Studies developed by the Regional Policy Analysis contractor finalized and published				
(d) 1 Workshop for international and local experts organized				
<b>2.2 Energy Efficiency Seminars</b>				
(a) 1 follow-up Seminar on Policy Reforms organized				
<b>2.3 Policy Advisory Services</b>				
(a) Policy Advisory Services on Energy Policy Reforms in participating countries provided				
(b) Analysis of Economic and Environmental Impact of Policy Reforms prepared				
(c) Consultative meetings of policy-makers, <u>NPIs</u> and Investment Fund Manager conducted				
(d) Evaluation of national experiences in adoption of recommended policy reforms conducted				



**Table 1: WORKPLAN TASKS – Objectives, Activities, Outputs and Tasks for the Third Year of Project Operations (continued)**



Project Objective, Activities and Outputs	Partners for Project Implementation			
	National Coordinators	National Participating Institutions	Project Management Unit	Contractors and Consultants
<b>Objective Three: Promote opportunities for commercial sector investors</b>				
<b>3.1 Energy Efficiency Investment Fund</b>				
(a) 1 Public-Private Investment Fund designed and structured				
(b) Lead Investor(s) for the Investment Fund identified				
(c) Investment Fund Manager selected				
(d) Report on Public and Private Sector Investor Interest prepared				
(e) Financial Advisory Services				
<b>3.2 Investment Project Development Standards</b>				
(a) Draft Investment Project Standard Terms, Units, Definitions and Templates developed				
(b) Standard Format for Project Preparation and Software Applications prepared				
<b>3.3 Investment Project</b>				
(a) Project Pipeline Software Package designed				
(b) Pipeline Software Package delivered to Local Teams				
(c) Project Pipeline Inventory launched				
(d) Access to the Project Pipeline for the Investment Fund Manager provided				



**Table 2: WORKPLAN TIMETABLE – Objectives, Activities, Outputs and Schedule of the Third Year of Project Operations**

Project Objectives, Activities and Outputs	1) Schedule of Project Operations: January – December 2010											
	1	2	3	4	5	6	7	8	9	10	11	12
<b>Objective One: Identify and develop investment projects</b>												
<b>1.1 Network of energy efficiency managers in participating countries</b>												
(a) 2 Ad Hoc Group of Experts meetings in 2010												
(b) 3 Business Development or Project Preparation Teams per country in place												
(c) 1 Website per country functional and maintained												
(d) 1 Project Website functional and maintained												
(e) On-line project development software operational and maintained												
(f) On-line training modules for local teams communications and software use operational												
<b>1.2 Trained experts in project development, finance, business planning</b>												
(a) Trainers to provide services for Investment Project Development and Financial Engineering selected												
(b) Project Development curriculum and training manuals prepared												
(c) Training Course Groups of Participants in participating countries selected and receiving training												
(d) 11 Training/Business Development Courses conducted												
(e) Remote assistance to Training Course Participants provided via Internet												
<b>1.3 Investment project pipeline</b>												
(a) Project selection criteria developed in consultation with Investment Fund Designer and/or Investment Fund Manager												
(b) Set of investment project proposals meeting agreed criteria prepared												
(c) Technical and financial evaluation of proposed projects performed by Investment Fund Manager and/or Investment Fund Designer												



**Table 2: WORKPLAN TIMETABLE – Objectives, Activities, Outputs and Schedule of the Third Year of Project Operations (continued)**

Project Objective, Activities and Outputs	2) Schedule of Project Operations: January - December 2010											
	1	2	3	4	5	6	7	8	9	10	11	12
<b>Objective Two: Strengthen energy efficiency policies</b>												
<b>2.1 Economic, Institutional and Regulatory Reforms</b>												
(a) Regional Analysis of Policy Reforms finalized and published	■	■	■									
(b) 12 Case Studies developed by the National Participating Institutions finalized and published	■	■	■	■	■	■						
(c) 12 Case Studies developed by the Regional Policy Analysis contractor finalized and published	■	■	■									
(d) 1 Workshop for international and local experts organized				■	■	■	■	■	■	■	■	■
<b>2.2 Energy Efficiency Seminars</b>												
(a) 1 follow-up Seminar on Policy Reforms organized		■	■	■								
<b>2.3 Policy Advisory Services</b>												
(a) Policy Advisory Services on Energy Policy Reforms in participating countries provided	■	■	■	■	■	■	■	■	■	■	■	■
(b) Analysis of Economic and Environmental Impact of Policy Reforms prepared		■	■	■	■	■						
(c) Consultative meetings of policy-makers, <u>NPIs</u> and Investment Fund Manager conducted			■	■	■	■	■	■	■	■	■	■
(d) Evaluation of national experiences in adoption of recommended policy reforms conducted	■	■	■	■	■							



**Table 2: WORKPLAN TIMETABLE – Objectives, Activities, Outputs and Schedule of the Third Year of Project Operations (continued)**

a. Project Objective, Activities and Outputs	3) Schedule of Project Operations: January - December 2010											
	1	2	3	4	5	6	7	8	9	10	11	12
<b>Objective Three: Promote opportunities for commercial sector investors</b>												
<b>3.1 Energy Efficiency Investment Fund</b>												
(a) 1 Public-Private Investment Fund designed and structured												
(b) Lead Investor(s) for the Investment Fund identified												
(c) Investment Fund Manager selected												
(d) Report on Public and Private Sector Investor Interest prepared												
(e) Financial Advisory Services												
<b>3.2 Investment Project Development Standards</b>												
(a) Draft Investment Project Standard Terms, Units, Definitions and Templates developed												
(b) Standard Format for Project Preparation and Software Applications prepared												
<b>3.3 Investment Project</b>												
(a) Project Pipeline Software Package designed												
(b) Pipeline Software Package delivered to Local Teams												
(c) Project Pipeline Inventory launched												
(d) Access to the Project Pipeline for the Investment Fund Manager provided												



**Table 3: WORK PLAN THIRD YEAR: OUTPUT COSTS AND TOTAL OUTPUT COSTS – 2010 (US dollars)**

Objective, Activity and Outputs	Comments	National Participating Institutions	Project Management Unit	Consultants and Contractors	Total (US Dollars)
<b>Section 1.02 Objective One: Identify and develop investment projects</b>					
<b>1.1 A network of energy efficiency managers in participating countries</b>					
(a) 2 Ad Hoc Group of Experts meetings in 2010	NC and/or NPI travel costs	70,000	--	10,000	80,000
(b) 3 Business Development or Project Preparation Teams per country in place	NPI in-kind contribution	--	--	Amount is part of the total contract <sup>2</sup>	--
(c) 1 Website per country functional and maintained	\$ 5,000 per country	60,000	--	--	60,000
(d) 1 Project Website functional and maintained	Website and Communications contractor: EnEffect	--	--	2	--
(e) On-line project development software operational and maintained	EnEffect	--	--	2	--
(f) On-line training modules for local teams communications and software use operational	EnEffect	--	--	2	--
1.1 Sub-total Cost		130,000	--	10,000	140,000
<b>1.2 Trained experts in project development, finance, business planning</b>					
(a) Trainers to provide services for Investment Project Development and Financial Engineering selected	PMU in kind contribution	--	--	--	--
(b) Project Development curriculum and training manuals prepared	Expenditures covered by item 1.2 (d) below	--	--	--	--
(c) Training Course Groups of Participants in participating countries selected and receiving training	NPI related expenditures covered by item 1.2 (d) below	--	--	--	--
(d) 11 Training/Business Development Courses conducted	Courses in a country or a group of countries; NPI in-kind contribution	110,000	15,000	330,000	455,000
(e) Remote assistance to Training Course Participants provided via Internet	EnEffect	--	--	2	--
1.2 Sub-total Cost		110,000	15,000	330,000	455,000



**Table 3: Work Plan Third Year: Output Costs and Total Output Costs – 2010  
(continued)**

Objective, Activity and Outputs	Comments	National Participating Institutions	Project Management Unit	Consultants and Contractors	Total (US Dollars)
<b>1.3 Investment project pipeline</b>					
(a) Project selection criteria developed in consultation with Investment Fund Designer and/or Investment Fund Manager	Final criteria developed by Fund Designer : Conning	--	--	<b>2</b>	--
(b) Set of investment project proposals meeting agreed criteria prepared	Indicative projects prepared in 8 countries, US\$ 20,000 per year per country	160,000	--	--	160,000
(c) Technical and financial evaluation of proposed projects performed by Investment Fund Manager and/or Investment Fund Designer	Conning/Fund Manager	--	--	<b>2</b>	--
1.3 Sub-total Cost		160,000	--	--	160,000
<b>Objective Two: Strengthen energy efficiency and renewable energy policies</b>					
<b>2.1 Economic, Institutional and Regulatory Reforms</b>					
(a) Regional Analysis of Policy Reforms finalized and published	RRegional Analysis contractor: Poyry	--	--	<b>2</b>	--
(b) 12 Case Studies developed by the National Participating Institutions finalized and published	US\$ 20,000 per year per country – budget provided in year 2009	--	--	--	--
(c) 12 Case Studies developed by the Regional Policy Analysis contractor finalized and published	Poyry	--	--	<b>2</b>	--
(d) 1 Workshop for international and local experts organized	MoU to conclude with the organising NPI	35,000	5,000	--	40,000
2.1 Sub-total Cost		35,000	5,000	--	40,000



**Table 3: Work Plan Third Year: Output Costs and Total Output Costs – 2010  
(continued)**

Objective, Activity and Outputs	Comments	National Participating Institutions	Project Management Unit	Consultants and Contractors	Total (US Dollars)
<b>2.2 Energy Efficiency Seminars</b>					
(a) 1 follow-up Seminar on Policy Reforms organized	Poyry/National in-kind contribution	35,000	5,000	<b>2</b>	40,000
2.2 Sub-total Cost		35,000	5,000	--	40,000
<b>2.3 Policy Advisory Services</b>					
(a) Policy Advisory Services on Energy Policy Reforms in participating countries provided	Provided by ADEME under MOU with UNECE	--	--	35,000	35,000
(b) Analysis of Economic and Environmental Impact of Policy Reforms prepared	Provided by ADEME under MOU with UNECE, expenditure covered by item 2.3 (a) above	--	--	--	--
(c) Consultative meetings of policy-makers, NPIs and Investment Fund Manager conducted		25,000	5,000	<b>2</b>	30,000
(d) Evaluation of national experiences in adoption of recommended policy reforms conducted		--	--	--	--
2.3 Sub-total Cost		25,000	5,000	35,000	65,000



**Table 3: Work Plan Third Year: Output Costs and Total Output Costs – 2010  
(continued)**



<b>Objective Three: Promote opportunities for commercial banks and companies to invest</b>					
<b>3.1 Energy Efficiency Investment Fund</b>					
(a) 1 Public-Private Investment Fund designed and structured	Conning	--	--	<b>2</b>	--
(b) Lead Investor(s) for the Investment Fund identified	Conning	--	--	<b>2</b>	--
(c) Investment Fund Manager selected		--	--	<b>2</b>	--
(d) Report on Public and Private Sector Investor Interest prepared	Fund Designer Contract	--	--	<b>2</b>	--
(e) Financial Advisory Services	Provided by UNEP (DTIE) under MOU with UNECE	--	--	75,000	75,000
3.1 Sub-total Cost		--	--	75,000	75,000
<b>3.2 Investment Project Development Standards</b>					
(a) Draft Investment Project Standard Terms, Units, Definitions and Templates developed	Conning/EnEffect	--	--	<b>2</b>	--
(b) Standard Format for Project Preparation and Software Applications prepared	Conning/EnEffect	--	--	<b>2</b>	--
3.2 Sub-total Cost		--	--	--	--
<b>3.3 Investment Project Pipeline Inventory</b>					
(a) Project Pipeline Software Package designed	Conning / EnEffect	--	--	<b>2</b>	--
(b) Pipeline Software Package delivered to Local Teams	EnEffect	--	--	<b>2</b>	--
(c) Project Pipeline Inventory launched	EnEffect/NPI	--	--	<b>2</b>	--
(d) Access to the Project Pipeline for the Investment Fund Manager provided		--	--	<b>2</b>	--
3.3 Sub-total Cost		--	--	--	--
<b>Total Output Costs<sup>2</sup></b>		<b>495,000</b>	<b>30,000</b>	<b>450,000</b>	<b>975 ,000</b>



**Table 3: Work Plan Third Year: Output Costs and Total Output Costs – 2010 (continued)**

Item of Expenditure	Comments	National Participating Institutions	Project Management Unit	Consultants & Contractors	Total (US Dollars)
Total Output Costs	See table outputs & cost above	495,000	30,000	450,000	975,000
Travel PMU not specified above	Travel costs 50,000 per year	--	50,000	--	50,000
General Operating Costs, Equipment	PMU operating costs, IT equipment, external printing	--	20,000	--	20,000
Monitoring, Evaluation	UNFIP	--	--	25,000	25,000
Associate Programme Officer L-2	Geneva	--	150,000	--	150,000
Associate Expert L-2	Geneva (50% French Government, 50% project)	--	12,500	--	12,500
Investment Fund Designer contract	Conning Asset Management Ltd	--	--	500,000	500,000
<i>Regional Analysis of Policy Reforms to Promote Energy Efficiency and Renewable Energy Investments</i>	<i>Pöyry Energy Consulting AG; Budgeted in workplan of 2009</i>	--	--	<i>Total disbursed in 2009</i>	
Development of a Website and Internet Communications Network of Energy Efficiency Managers in Eastern Europe	Centre for Energy Efficiency EnEffect	--	--	100,000	100,000
<b>Total Project Cost **</b>		<b>495,000</b>	<b>262,500</b>	<b>1,075,000</b>	<b>1,832,000</b>

<sup>2</sup> Amount is part of the total contract. Specific amounts will be determined by the respective contractor(s) based on the overall budgets for the three contracts as follows: \$1,250,000 for Investment Fund Designer (12 months, 40 per cent of amount (\$500,000) due on the budget of 2010); \$988,300 for Regional Analysis of Policy Reforms to Promote Energy Efficiency and Renewable Energy Investments (12 months, total amount disbursed on the budget of 2009); \$497,230 for Development of a Website and Internet Communications Network of Energy Efficiency Managers in Eastern Europe (36 months, 20 per cent of amount (\$100,000) due on the budget of 2010), of which \$384,000 are for the first 12 months. Amounts allocated to the contracts are included in the Table 3 separately under the total project costs.



**Thank you for your attention!**



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