



EEP Africa Concept Note

You can use this document as an aid to collecting information for your submission – to preview the questions and draft the responses before entering them in the form.

Please note that submitting the Concept Note in a document format is not accepted. You will need to fill in the web-based form to submit your Concept Note.

Project Key Data

Full project title

Brief project description

Project type

Feasibility study
Pilot project
Demonstration project

Replication project
Scale-up project

Country / countries of implementation

Botswana
Burundi
Kenya
Lesotho
Malawi
Mozambique
Namibia
Rwanda

Seychelles
South Africa
Swaziland
Tanzania
Uganda
Zambia
Zimbabwe
Regional

Project sector

Biofuels liquid
Biogas
Cookstoves
Energy efficiency (Not cookstoves)
Geothermal
Hybrid

Hydropower
Solar PV
Solar thermal
Solid biomass
Waste to energy
Wind power

Project category

On grid
Mini-grid connected
Mini-grid stand-alone

Stand-alone system
Cookstove

Expected starting date of the project



Project duration (months)

Project implementation location (physical address)

Total project cost (EUR)

Funding requested from EEP (EUR)

Amount of co-financing (EUR)

Non-EEP co-financing share of total project cost (%)

Have you received prior funding from EEP?

Previous EEP project code(s)

Information on lead applicant

Name of organisation

Type of organisation

Company
Non-profit or social enterprise

Brief description of organisation

Lead applicant's country of origin

Month and year of registration

Registration number of the organisation

Years in operation for the organisation

Name of mandated signatory contact person in the organisation

Position of authorised signatory contact person in the organisation

Name of the primary contact person of the organisation

Position of the primary contact person in the organisation

Email



Telephone

Mobile phone

Address of the organisation

Website

Name(s) of the Project partner(s)

Partners' country of origin

C. Technical Proposal

C.1 Project Summary

Please briefly describe the key components of the project and how they would support the objectives of EEP.

C.2 Project Scope and Innovation

C.2.1 Project Objectives and Additionality of EEP Funding

Please provide a brief description of the current status of the project.

What is the key additionality of the EEP funding?

The project will not materialise without the EEP funding.

EEP funding will accelerate the investment but it is still expected that the project will materialise in the future with alternative funding if EEP funding is not provided.

The EEP funding will enable expansion of the project but it still expected that the project will materialise with a reduced scope if EEP funding is not provided

The EEP funding will enable higher risk taking with expected higher development impact into project design and results.

Please describe the additionality of the EEP funding. Why is EEP funding needed?

Please describe the additionality of the EEP funding. Why is EEP funding needed?



C.2.2 Innovation

Please explain the innovation of this project. How has the innovation been adapted to local markets?

The degree of innovation in the proposed project is

Transformational (impact on regional level)
Breakthrough (impact on local market level)
Incremental (company/targeted partners and stakeholders)
Limited

The main innovation of the project is related to

Technology
Business model
Financing
Distribution model
Development impact
Synergy of partners
Scale-up/replication/geographical expansion

Technology innovation

High
Medium
Low
None

Business model innovation

High
Medium
Low
None

Financing model innovation

High
Medium
Low
None

Distribution model innovation

High
Medium
Low
None

Other innovation components

High
Medium
Low
None



C.2.3 Technical viability

Please provide information on how the project is technically viable and how it may contribute to a technical scale-up.

Technology risk

The technology is commonly established and the risk related to technology is considered as low.

The technology in the proposed project has been in commercial use in other markets but has not been tested in the targeted market and operating environment.

The technology has been piloted/demonstrated but has not been in commercial use.

The technology is in an innovation/early development phase and has not yet been tested and/or proven.

Technology is not a key question for the project implementation.

Energy efficiency

The project has a primary focus on energy efficiency.

Energy efficiency has been integrated into all operations of the organisation.

All products of the organisation are energy efficient.

Energy efficiency is considered important and the organisation is considering how to integrate elements of energy efficiency into its products and operations.

Energy efficiency does not play a major role in the project.

C.3 Development Impact

C.3.1 Clear development rationale

Please describe the planned development impacts of the project. How will the project contribute towards the objective of EEP and the Sustainable Development Goals? How will the project incorporate the cross-cutting objectives of climate change, poverty reduction, development effectiveness, inclusive development, gender equality and human rights?



The project contributes to the following Sustainable Development Goals:

SDG 1: No poverty
SDG 5: Gender equality
SDG 7: Affordable and clean energy
SDG 8: Decent work and economic growth
SDG 13: Climate action
SDG 4: Quality education
SDG 3: Good health and well-being
SDG 2: Zero hunger
SDG 6: Clean water and sanitation
SDG 9: Industry, innovation and infrastructure
SDG 10: Reduced inequalities
SDG 11: Sustainable cities and communities
SDG 12: Responsible consumption and production
SDG 14: Life below water
SDG 15: Life on land
SDG 16: Peace, justice and strong institutions
SDG 17: Partnerships for the goals

Who are the end beneficiaries of the project? What is the target customer segment? What kind of local engagement does the project entail?

The development impact achieved through the project implementation is expected to be:

Significant with a specific focus on the very poorest and vulnerable as the target group (poverty-directed)
Significant through the overall results of the project (poverty inclusive)
Moderate through results in certain areas of poverty reduction etc. (poverty inclusive)
Limited through indirect development impact (poverty-enabling)

Monitoring of the development impact

We are currently reporting development impact of our activities
We are currently measuring development impact but not reporting
We plan to measure the development impact in the project
Development impact is not a key measure in the project



C.3.2. Gender inclusion

Main approach to gender inclusion

Inclusion of women in value chains
Development of women entrepreneurship leadership & women-friendly working cultures
Promotion of women's economic empowerment through productive use
Increase of access to energy finance for women (entrepreneurs and end users)
Development of women's networks

The applying organisation is women led

Yes
No

Describe how your project contributes to gender inclusion and women's empowerment

Describe how your project creates opportunities for women in the renewable energy and energy efficiency sector, including creating new jobs and supporting women in leadership positions

Discuss any other projects that your organisation has implemented that incorporated a gender focus

C.3.3. Expected outputs

Proportion of leadership positions held by women in the lead applicant organisation

Proportion of female employees (salaried staff) in the lead applicant organisation

Key target groups for enhanced energy access

Rural off-grid households
Rural on-grid households
Urban off-grid households
Urban on-grid households
Commercial enterprises / productive uses
Public / social institutions



Services to be offered

Improved cook stoves (charcoal, wood, improved biomass)
Lightning
Phone charging
Radio
TV
Fan
Fridge
Energy efficiency retrofits
Other

Projected sales volumes for electricity supply for each power capacity rating of product provided:

Under 3W
3W-49W
50W-199W
200W-799W
800W-1.99kW
2kW+

Please briefly describe the expected date of achievement, assumptions for achieving the targets and methods used in calculating the targets.

Number of direct jobs that the project will create:

Total temporary jobs
Total permanent jobs

Number of direct jobs the project will create:

Women under 25
Men under 25
Women over 25
Men over 25

Please briefly describe the expected date of achievement, assumptions for achieving the targets and methods used in calculating the targets.

- a. Total private project co-financing**
- b. Total public project co-financing**
- c. Total private investment secured within 5 years of project start**
- d. Total public investment secured within 5 years of project start**



Describe the expected date of achievement, assumptions for achieving the targets and methods used in calculating the targets.

- a. Estimated emission reductions**
- b. Estimated emission reductions achieved within 5 years of the start of the project**

Please briefly describe the expected date of achievement, assumptions for achieving the targets and methods used in calculating the targets

- a. Capacity created through the project**
- b. Capacity created within 5 years of the start of the project**

Briefly describe the expected date of achievement, assumptions for achieving the targets and methods used in calculating the targets.

- a. Energy saved (MWh/year) through installation of energy efficient technologies**
- b. Energy saved (MWh/year) within 5 years of the start of the project"**

Please briefly describe the expected date of achievement, assumptions for achieving the targets and methods used in calculating the targets including emissions factors used.

C.4 Business and Financial Sustainability

C.4.1 Business Plan and Sustainability

Please describe the key elements of the business model in respect of the commercial rationale, viability, long term bankability and competitive business growth: Describe the path to long-term financial viability of the business model: What are the expected cash flows during and after the project? What risks are related to the expected cash flows?



In how many years are the operations of the organisation expected to be financially sustainable?

In how many years is the project expected to reach a financial close?

How will the business model impact the targeted markets and their development as a whole? How does the project avoid or counteract market distortion?

C.4.2 Governance and Financial Sustainability

Brief description of the governance structure of the organisation

Please state the names of Board members, Executive management team and other individuals with significant influence in the organisation
Number of permanent staff

Turnover / total income (EUR):

Y1
Y2
Y3

Operating results (EBIT) (EUR):

Y1
Y2
Y3

Total assets (EUR):

Y1
Y2
Y3

Main source of income in the organisation

Sales revenue
Donor funding
Donations
Government funding

Secondary source of income in the organisation

Sales revenue
Donor funding
Donations
Government funding



Control environment in the organisation is best described as:

The organisation has not established an internal control environment as of yet. Key control measure is that the project management monitors the project activities closely. The organisation has established an internal control environment but it has not been documented. The organisation has established an internal control environment

Financial administration in the organisation is best described as

The organisation has not established accounting system. The organisation has established a functioning accounting system. The organisation has established a functioning accounting system and prepares annual financial statements. The organisation has established a functioning accounting system and prepares annual audited financial statements. The organisation has audited financial statements for the last three years.

C.4.3 Co-financing of the project

Please describe the sources of co-financing of the project and level of commitment for each source of co-financing.

Co-financing of the project consists of:

- Equity
- Grant
- Loan
- Other

What share of the total co-financing is public funding? (%)

What share of the total co-financing is private funding? (%)

C.4.4 Repayable Grant

What is your plan for the repayment of the grant and refinancing?

In how many years after the project start would you expect to reach financial close?



C.4.5 Scalability and replication

Do you plan to replicate/scale-up the project?

Yes
No

If YES, Please describe the plan and scale for replication and/or scale-up

If Yes: The expected replication/scale-up will be achieved within

1 year after the project completion
2-3 year
3-4 year
4-5 year
Over 5 years

C.4.6 Capacity and expertise

Summarise the experience / expertise of the key project staff of relevance to the project and the role of the lead partner and other project partners

The capacity and expertise of the organisation is best described as

Multiple choice -question

The role of the lead partner in the project is best described as:

Multiple choice -question

The role of other project partners in implementation of project activities is

Critical
Significant
Supportive
Limited

C.4.7 Risk analysis and mitigation

Please describe the identified key implementation risks in the project and the planned mitigation measures

The overall operational risk of the project

High
Substantial
Moderate
Low

The main risks with the project relate to

Business model
Technology
Operating environment
Market demand
Sustainability
Capacity of project developer



Risk mitigation measures to address the risks of the project

Have been established to lower the risk to an acceptable level
Have been established but do not yet mitigate the risk adequately
Have been discussed but not yet established
Have not been identified in detail

The overall environmental and social risk of the project is (as estimated by the management)

High
Substantial
Moderate
Low

Please describe all necessary, required and relevant permits, licences, registrations and approvals etc. required for the implementation of the project and their status

Please describe all relevant legal and contractual arrangements necessary for the implementation of the project

D Financial Proposal

D.1 Project costs and financing

A: Personnel costs
% of total costs

B: Acquisition of Fixed Assets
% of total costs

C: Acquisition of Goods
% of total costs

D: External Services
% of total costs

E: Transportation and Logistics
% of total costs

F: Travel
% of total costs

G: Office Costs
% of total costs



H: Other Costs
% of total costs

TOTAL PROJECT COSTS
Total project costs (%)

A: EEP Contribution
% of total financing

B: Co-financing
% of total financing

B.1. Lead Applicant Contribution
B.2. Contribution by partners
B.3. Contribution by other sources

TOTAL FINANCING