



SUSTAINABLE ENERGY PROJECT SUPPORT (SEPS) Regional call project proposals in Southern and South East Asia 2015

SEPS Project Proposals – Application Form

Sustainable Energy Project Support, SEPS, aims to support innovative energy projects that are environmentally, economically and socially sound. SEPS defines the term "project" in a broad sense. It does not focus solely on technical solutions, but also addresses a broad spectrum of ideas that may help to foster renewable energy or the efficient use of energy and, therefore, contribute to sustainable development.

Since 2013, SEPS calls have targeted specific regions and specific technologies or specific needs. This aligns SEPS with WISIONS regional partnerships and networks.

Regional Focus: Southern Asia and South East Asia

The regional focus of this call is Southern and South East Asia. Only applications from the corresponding countries will be accepted. The countries of **Southern Asia** include, in accordance with the United Nations definition, Afghanistan, Bangladesh, India, Iran, Nepal, Pakistan and Sri Lanka. **South East Asia** comprises Brunei, Cambodia, Indonesia, Lao PDR, Malaysia, Myanmar, the Philippines, Singapore, Thailand, Timor-Leste and Vietnam.

Technical Focus: Pico and Micro Hydro Power

The technical focus of this call is on projects that aim to implement, standardise or disseminate innovative and sustainable pico or micro hydro power (P/MHP) solutions to meet local energy needs (e.g. access to reliable electricity, mechanical power for food processing etc.). In addition, projects that demonstrate P/MHP combined with other renewable energy technologies are welcome. Please note, however, applications without a P/MHP component will not be taken into consideration.

WISIONS is looking for projects that harness local human and natural resources in order to respond to local energy needs. We are particularly looking to identify projects that address problems/issues that are not yet mainstream and that offer innovative approaches/solutions and stimulate the productive use of sustainable energy. Additionally, we are looking for projects that can influence public opinion and regional decision makers in the field of renewable energy. With its limited grant funding, WISIONS cannot offer support for the straightforward replication of common electrification projects – the unique character of the project concept is an important criterion for selection.

Background on hydro power issues and project examples can be found under "[Micro Hydro Power](#)" in our Technology Radar and in our brochures "[Access to Electricity](#)" and "[Food Issues](#)".

This call is linked to the activities of the "[Hydro Empowerment Network](#)", which is supported by the WISIONS initiative, but is open to both non-members and members of the network.

Application Procedure

The projects must be **innovative** and demonstrate an **integrated and sound approach in their implementation**. Only projects that are ready to be implemented are eligible for SEPS support. Applicants are therefore required to submit the following:

- a **completed SEPS application form**
- a **project budget in Euros (EUR/€)**
- a preliminary **time schedule**
- a **calculation** demonstrating the potential avoidance of **fossil fuel use** and **CO₂ emissions**

Applicants may submit **detailed documentation** including a comprehensive description of the key aspects and arguments in favour of the project. The number of extra pages (including budget plan, time schedule and the calculations of the reduction in fossil fuel use and CO₂ emissions) must not exceed 10 pages.

Between 3 and 6 (maximum) technical projects will be selected for support in a three-stage validation procedure based on internationally recognised [sustainability criteria](#). Partial funding of projects is possible.

Please note that SEPS financial support cannot be used for:

- product development
- product launches and product marketing
- research studies
- big dams

Please note: The following form is optimised for Adobe Acrobat Reader ([free download](#)). If you have problems completing it, please contact the WISIONS team (info@visions.net).



SUSTAINABLE ENERGY PROJECT SUPPORT (SEPS) Regional call for project proposals in Southern and South East Asia 2015

SEPS Project Proposals – Application Form

Application Form

CONTACT DETAILS:

ORGANISATION*
CONTACT PERSON (FIRST NAME, LAST NAME)
ADDRESS
CITY
POSTCODE
COUNTRY
TELEPHONE
FAX
E-MAIL
HOMEPAGE (IF APPLICABLE)

*Project partners are to be named in section 4.3

WORKING TITLE OF THE PROJECT:

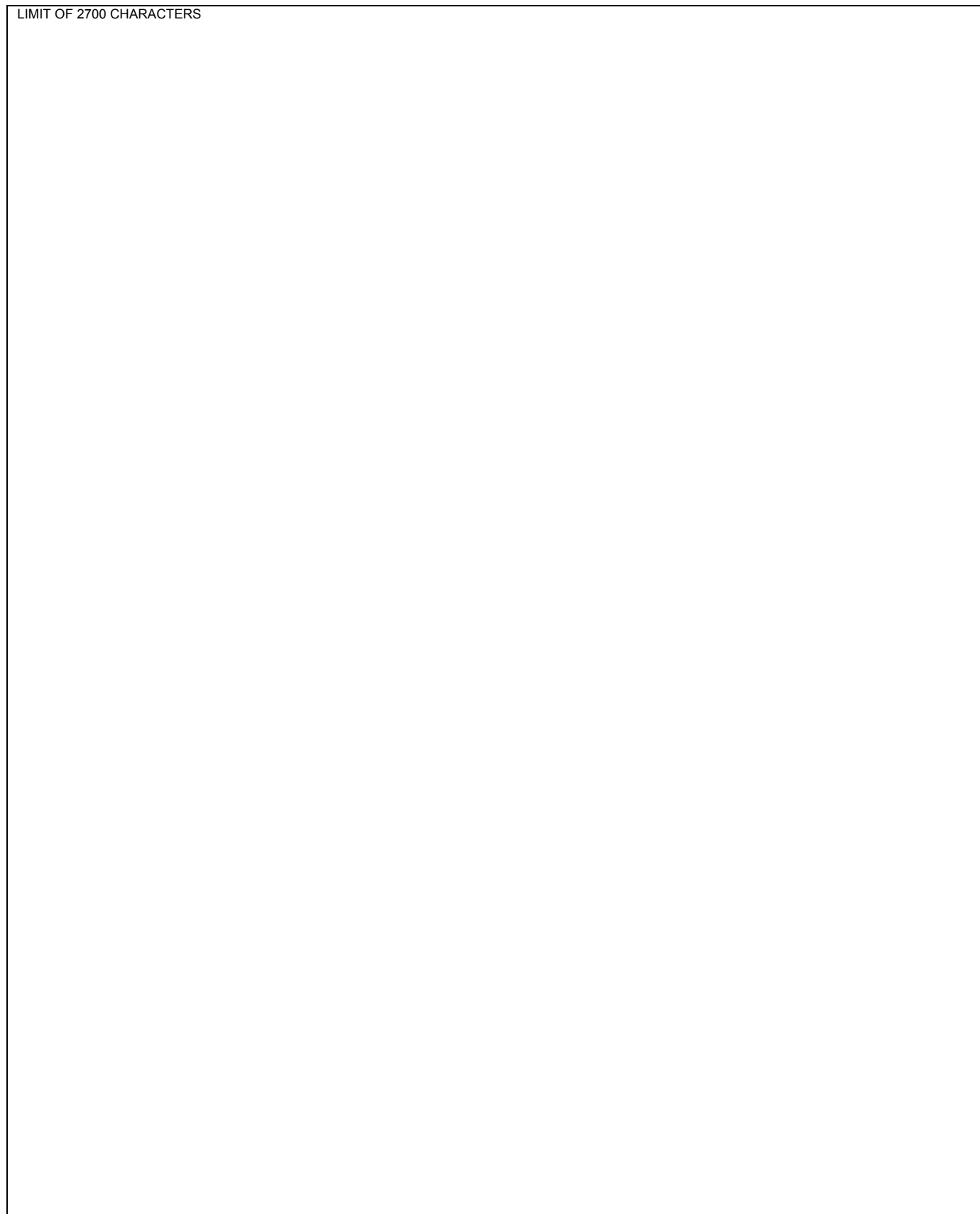
TITLE

Please complete the following sections, bearing in mind the maximum number of words per section.

1. PROJECT OBJECTIVES AND SUMMARY

Please outline the objectives and give a short description of the proposed project:

LIMIT OF 2700 CHARACTERS



Aspects to consider: objectives, location, unique or innovative factors, project activities/steps, technology and/or method, partners involved, anticipated outcomes and overall duration and costs.

2. CRITERIA

2.1 TECHNICAL VIABILITY:

The project must be technically feasible to implement. Technological know-how within the project team (or from experts involved as project partners) is essential, as well as proven availability of resources (e.g. adequate water flows, seasonality, etc.). Appropriate local expertise to maintain the appliances and provide sound operational management is crucial and may need to be developed to ensure that the appliances installed can be operated independently in the long-term.

LIMIT OF 2000 CHARACTERS

Aspects to consider (if applicable): technology used, description of the main components/devices to be installed, local environmental conditions of the project site (pre-feasibility study), practicability, structure of the project team, local experts/capacity and relevant technical expertise, maintenance, dependency on imported technology and duration of implementation (should be possible within 1 to 2 years).

Concrete data on relevant technological and environmental parameters (e.g. water flow characteristics/head) can be determined in a feasibility study at the beginning of the project (if accepted for funding).

→ *If possible, please attach a technical image or description of the technology to be implemented.*

→ *Please note that WISIONS does not dispatch experts to provide on-site technical support.*

2.2 MANAGEMENT MODEL AND ECONOMIC SUSTAINABILITY:

What type of management model is proposed for your project? How will responsibilities (e.g. supply of inputs, ownership, O&M duties, payments etc.) be distributed and regulated among the actors involved? Can the project build on existing local institutions or structures?

SEPS can help to fund the up-front cost of renewable energy projects, but is unable to offer long-term support. Please describe your strategy for securing the operation of the supported technologies in the long-term. Information on the current local economic situation, as well as the willingness of the local population to pay for energy services, may be of interest in order to demonstrate the economic feasibility of your project concept.

We welcome additional funding sources for the project implementation.

LIMIT OF 2000 CHARACTERS

Aspects to consider: income level of households, existing/expected economic activities, possible barriers to the project, long-term economic sustainability, funding and capacity-building for maintenance, retrofitting and management, securing the involvement of local stakeholders/authorities and regular visits by the implementing organisation beyond the project period. Concrete data on relevant economic parameters (e.g. energy expenditure of households, current energy use) can be determined in a baseline study at the beginning of the project (if accepted for funding).

2.3 ENVIRONMENTAL BENEFITS (local and global)

SEPS supports renewable energy and energy efficiency projects. Consequently, global aspects to be considered are the avoidance of fossil fuel use and CO₂ emissions. Please apply the Environmental Performance Calculation Procedure to work out these figures. We consider that the CO₂ reduction potential is low in regions with no or low use of fossil fuels. In these cases, we will consider the comparison with the introduction of fossil fuel appliances rather than the technology to be implemented.

Local environmental conditions are of particular importance for the welfare of the population in the project area. Therefore, we take local and environmental benefits into account, together with any negative environmental side effects caused by the project. Please describe the local and global impacts of the project.

LIMIT OF 2000 CHARACTERS

Aspects to consider: reduction of primary fossil energy use or nuclear energy use, energy efficiency potential, use of resources, risks of negative ecological side effects, land consumption, water consumption and water pollution, interference with food supply, intervention in nature and landscape and health impacts.

Concrete data on relevant environmental parameters (e.g. erosion, deforestation, water purity) can be determined in a baseline study at the beginning of the project (if accepted for funding).

→ Please calculate the potential avoidance of CO₂ emissions and fossil fuel use of the project and attach it to the application (see [☒ emission performance calculation](#)).

2.4 SOCIAL CONTEXT AND IMPACT

The implementation of an energy project can be a significant intervention in the social context. The social setting influences the adequate functioning of the technology and its management and both have an impact on social relations and vice versa. Because of these interdependent relations the complexity of the technology and the applied management model must be appropriate for the local context.

Please give details on relevant aspects of the social context (e.g. the involvement of the local population, existing local organisational structures, cultural habits, the role of the local authorities) and describe the anticipated social impact of the project (e.g. poverty reduction, employment, gender issues).

LIMIT OF 2000 CHARACTERS

Aspects to consider: inclusion of local population/structures, poverty reduction, capacity-building, employment creation, co-operation with other stakeholders, health impacts.
Concrete data on relevant social parameters (e.g. literacy, health, employment) can be determined in a baseline study at the beginning of the project (if accepted for funding)

2.5 INNOVATIVE ASPECTS OF THE PROJECT

WISONS aim is to support the implementation and testing of innovative ideas that address energy needs in sustainable ways. Having said that, WISONS interprets innovation in a broad sense. Consequently, as well as (or instead of) demonstrating technological innovation, projects may comprise other innovative aspects, for example related to organisational, financial, managerial or political aspects. Please note: SEPS does not support the straightforward replication of projects that are already in mainstream use.

Please describe the innovative aspects of your proposal.

LIMIT OF 2000 CHARACTERS

3. IMPLEMENTATION AND SUPPORT

3.1 IMPLEMENTATION STRATEGY AND PROJECT STEPS/ACTIVITIES

The project must have a sound and comprehensive concept, be in an advanced phase of development and be ready for implementation.

Please outline your implementation strategy and give details about project activities/steps. Take into consideration a baseline and feasibility study at the beginning of the project.

LIMIT OF 2000 CHARACTERS

Aspects to consider: planned course of action, project activities or steps and time schedule, obstacles to overcome and actions to facilitate implementation.

→ *It must be possible to implement the project within a short time period (around one to two years).*

→ *Please include a **detailed time schedule** for the duration of the individual working steps as part of the detailed documentation. Please present this information in the form of a table, which will allow for the progress of the planned activities over time to be easily tracked.*

3.2 REPLICABILITY AND DISSEMINATION CONCEPT

The project should be replicable or have clear potential benefits for projects in other areas. Existing production or supply structures, a high level of interest among the local population and the general public, and well-established links to potential users of the technology and to local and national politicians are advantageous.

Please outline how you plan to disseminate the outputs and lessons gained through project implementation, in order to reach organisations/individuals beyond those involved in the project. Fostering knowledge transfer among practitioners, decision makers and civil society in general is one central aim of WISIONS.

LIMIT OF 1000 CHARACTERS

Aspects to consider: similar projects in the region, replication potential (both locally and in other regions), interest of the general public and local users, existing production structure or supply structure, written project information, workshops or information events, media contacts and site visits with local or regional politicians.

3.3 FINANCIAL SUPPORT

Please provide the following key financial information. Additionally please submit a separate supporting detailed budget plan, considering the following requirements:

- Provide all cost figures in Euros
- Differentiate cost categories in a meaningful way. For instance, you can differentiate between personnel, material, activity and travel costs by using meaningful subcategories if applicable (see section 5.1).

TOTAL PROJECT BUDGET (in EUR):
BUDGET REQUESTED FROM WISIONS (in EUR):
POTENTIAL ADDITIONAL FUNDING (own resources, other funding organizations) (in EUR):

→ *The SEPS grant fund is given in Euros. We therefore have to ask for your budget calculations to be in Euros. Please take average currency fluctuations into consideration, as it is not possible to adjust the grants later.*

4. ORGANISATIONAL ISSUES

→ You can give additional details on all organisational issues in the detailed supporting documentation (see section 5.1).

4.1 DESCRIPTION OF APPLICANT/ORGANISATION

Please give a short description of your organisation and the project team involved:

LIMIT OF 300 CHARACTERS

4.2 EXPERIENCE AND PROJECT REFERENCES

Please provide information about relevant experience acquired by your organisation and projects already implemented:

LIMIT OF 500 CHARACTERS

Aspects to consider: projects already implemented and contacts in the region.

4.3 PROJECT PARTNERS (if applicable)

If you are planning to co-operate with other organisations or experts, please list them here and briefly describe their role in the project. Additional data about your partners and their role can be given in the detailed supporting documentation (see section 5):

LIMIT OF 300 CHARACTERS

5. DOCUMENTATION

5.1. DETAILED SUPPORTING DOCUMENTATION

Applicants can submit **detailed supporting documentation** including a comprehensive description of the key aspects and arguments in favour of the project.

The length **must not exceed 10 pages, including:**

- a **project budget in Euros (in detail and differentiating cost categories, see section 3.3)**
- a preliminary **time schedule (in table form to allow for time tracking)**
- a **calculation** demonstrating the potential avoidance in **fossil fuel use** and **CO₂ emissions** (if possible)

6.2 DATA ACCEPTED AND DATA SECURITY

Only documents in the following formats will be accepted: printed paper documents, fax, electronic text documents and photos or drawings as supplementary material. CDs, video tapes and DVDs will not be accepted. Please do not submit any original documents. All documentation will be destroyed after the application process has been completed.

WISIONS cannot accept any liability or responsibility for any documents submitted, or for the loss of such documents. All data will be treated confidentially and will only be used for assessing the eligibility of your project for SEPS support.

5.3 AFFIRMATION

□ I _____ hereby state that the information provided is true and that false information can lead to expulsion from the application procedure. I agree that the information I send may be used for publication and/or further publication by **WISIONS**.

5.4 ADDRESS

To submit your application, please send this form via e-mail to **info@wisions.net** or as a printed document to:

WISIONS

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42103 Wuppertal
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