**Korea Environment Corporation**

Environmental Research Complex 42, Hwangyeong-ro,

Seo-gu, Inchon, 404-708, Republic of Korea

February 1, 2018

Seoul Initiative Network on Green Growth Member Country

Regarding the “Seoul Initiative Network on Green Growth (SI) Pilot Project Proposal”

To Whom It May Concern,

K-eco(Korea Environment Corporation) in its role as Seoul Initiative Network on Green Growth (SINGG) Secretariat, is now calling for 2019 SI Pilot Project proposals. Applications are accepted from 1 February to 28 February, 2018.

K-eco is an affiliated organization under the Republic of Korea Ministry of Environment, whose tasks concern all areas in the field of environment such as air, water, soil and waste, etc. For more information, you can visit our website(<http://www.keco.or.kr/en/main/index.do>)

The purpose of the Seoul Initiative on Green Growth (SI) pilot project is to disseminate Green Growth concepts throughout the region. The project funds are supported by the Republic of Korea Ministry of Environment and now available for governments in the region to transform Green Growth concepts into an onward trend of global sustainable development. Best practices gained through the implementation of the project will be disseminated at national/local levels for member countries within the Seoul Initiative. For this year’s project, we suggest that the project lasts from 6 to 10 months and per project, a budget of an approximate $60,000~$70,000 will be available. (This is an estimated amount and is subject to change depending on circumstances such as the number of SI Pilot Projects chosen).

|  |
| --- |
| ***Project overview as stated above***   * *The duration of SI Pilot Project:* ***6~10 MONTHs project*** * *Estimated Pilot Project Budget :* ***$60,000~$70,000*** |

We’ve implemented 31 pilot projects in 16 countries since 2008. Information about these projects are available online ([www.singg.org](http://www.singg.org)).

If you are interested, please submit a SI Pilot Project proposal. You can submit an electronic version of the proposal in standard template (attached to this letter and also available for downloading from the website: [www.singg.org](file:///C:\Users\lim\Documents\K-eco%20받은파일\www.singg.org)) to Mr. Bonggeul Joo ([singg@keco.or.kr](mailto:singg@keco.or.kr)) no later than 28 February, 2018.

K-eco, the SINGG Secretariat, hopes that many member countries will be interested in this project.

Best Regards,

Young Bok Gong

Team leader of International Cooperation Team, Korea Environment Corporation

*Attachment: Call for Proposal and Standard Template* (Attachment)

(Attachment)

  

Call for Proposals

The purpose of the Seoul Initiative on Green Growth (SI) pilot project is to disseminate Green Growth concepts through the region. The funds are supported by the Ministry of Environment of the Republic of Korea (KME) and now available for governments in the region to convert Green Growth concepts into onward trend of sustainable development around the world. Best practices gained through the implementation of the project will be disseminated at national/local levels for member countries within the Seoul Initiative

KME has the budget to support 2~3 pilot projects which last generally 6~10 months to complete and in accordance, the SI pilot project for 2019 will be allocated a budget of $60,000~$70,000 per project.

If you are interested, please submit a SI Pilot Project proposal. You can submit an electronic version of the proposal in standard template (attached to this office letter and also available for downloading from the website: [www.singg.org](file:///C:\Users\user\Desktop\업무\1.%20Seoul%20Initiative\SI%202019\www.singg.org)) to Mr. Bonggeul Joo <[singg@keco.or.kr](mailto:singg@keco.or.kr)> no later than 28 February, 2018.

[ Procedure of 2019 year’s SI Pilot Project Selection]

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Procedure** |  | **Schedule (Tentative)** |
| (ⅰ) | Receipt of proposals |  | 1 February to 28 February 2018 |
| (ⅱ) | Evaluation and Approval |  | March to September 2018 |
| (ⅲ) | Notification of 2019 year’s SI Pilot Projects |  | October ~ November 2018 |

The Proposal must be submitted with an official letter from the foreign assistance management office in your country. A foreign assistance management office is a government department that oversees the Official Development Assistance (ODA) projects of a recipient nation located usually within the Ministry of Foreign Affairs or Finance. The name of the office varies depending on each country**. As this is ODA project, an official letter from the foreign assistance management office is necessary.**

In preparing the proposal, please kindly consider the following factors:

1. Suitability of the Project with the intent of Seoul Initiative: It would be important that the Initiative the Recipient Country seeks to implement is in accordance with the intent and objectives of Seoul Initiative. Numerous topics of Green Growth have been suggested thus far at the SI Policy Consultation Forum. (Please refer to the table for past topics) **While projects related to topics below (especially the topics from last year’s forum subject) will have higher priority**, any project promoting a sustainable development of the nation will be also considered.

[ Topic suggested at the SI policy consultation forum]

|  |  |
| --- | --- |
| **Year** | **Topic** |
| 2006 | *Promoting Sustainable Infrastructure for Green Growth* |
| 2007 | *Application of Economic Instruments for Green Growth* |
| 2008 | *Green Growth and Sustainable Consumption and Production for Climate Action* |
| 2009 | *Promotion of Green Industry for Green Growth* |
| 2010 | *City Development for Green Growth* |
| 2011 | *System Change for Green Economy* |
| 2012 | *Double Dividend of “Green” and “Economy”* |
| 2013 | Biodiversity for Sustainable Development |
| 2014 | *Improving Resource Efficiency and Sustainable Development* |
| 2015 | Enhancing Climate resilience for Sustainable Development |
| 2016 | Building a Resource Efficient Society Responding to Climate Change |
| 2017 | Nexus Approaches for Sustainable and Resilient Societies |

1. Potential for Scale-up or Expansion after Pilot Project: We are interested in knowing whether there exists the possibility that once the Pilot Project is completed, there could be further opportunities for scale-up or expansion.
2. Expected Impact of the Project on Recipient Country: It would be worth knowing an approximate number of population the initiative is expected to have effect on and the scale of financial returns/ savings the completed project will render. We encourage you to give estimated figures and show how those figures were calculated.

Please take note that during the evaluation process, Pilot Projects that are related to construction, procurement of general equipment (buying goods) can be excluded. And proposals whose concept is not in accordance with above concepts of Green Growth can also be excluded.

\* Above schedule may be altered according to circumstances.

[ Overview of Project Implementation]

|  |  |  |
| --- | --- | --- |
| No. | Execution constitution | Total Budget composition (Estimate) |
| (ⅰ) | Korean experts group only | Korean experts group: $70,000 |
| (ⅱ) | Korean experts group & Recipient country’s own experts group | ∙ Korean experts group: $50,000  ∙ Recipient country’s own experts group: $20,000 |

\* If the point of contact for a submitted proposal cannot be reached for an extended period of time after final SI pilot projects have been selected, such project will be excluded from consideration and other submitted projects may be reconsidered/ reselected in its place.

\* If none of the SI proposals received meet the expected/ required standards, SI Project may not be pursued for this year.

  

**seoul initiative**

**pilot PROJECT Concept paper**

**ON A**

(PROJECT NAME)

{DATE}

**PROJECT CONCEPT PAPER**

Provisional Program as of October 00, 2019

1. **Project Outline**
   1. Title:
   2. Objectives:
   3. Total Cost:
   4. Duration:
   5. Host organization:
      1. General Manager’s Information

*(Name and contact details of the responsible person who prepare and support this pilot project.(A person responsible for supporting this project))*

*-Name :*

*-Agency Name, Department :*

*-Address of Agency :*

*-Position :*

*-Email :*

*-Fax :*

*-Telephone number (Contactable) :*

*-Cellular Phone number (Contactable) :*

* + 1. Task Manager’s Contact Information

*(Name and contact details of the person who will manage the project.(Working-Level Staff))*

*-Name :*

*-Agency Name, Department :*

*-Address of Agency :*

*-Position :*

*-Email :*

*-Fax :*

*-Telephone number (Contactable) :*

*-Cellular Phone number (Contactable) :*

* + 1. Government Contact Information

*(Name and contact details of the person who will guarantee this project. This question is needed when the project proposer is non-governmental organization (For example, University, SMEs and other Agencies). Then we need governmental official’s information who can guarantee this pilot project.)*

*-Name :*

*-Agency Name, Department :*

*-Address of Agency :*

*-Position :*

*-Email :*

*-Fax :*

*-Telephone number (Contactable) :*

*-Cellular Phone number (Contactable) :*

* 1. Target Location:

1. **Situation Analysis**
   1. Current situation

*-Situation analysis (based on cause/effect analysis) of the selected development situation or issue. The situation or issue can be at the national, strategic/sectoral or whole-of-governance level, or relate to a specific locality, specific development problem, or specific organization(s)*

* 1. Problem or opportunity Analysis

*-Identification of the full range of development problems and opportunities evident in that situation or issue*

* 1. Government’s priorities and plans

*- Identification of the full range of potential measures which could have a positive effect on the situation or issue*

*- Combination of these measures into the "options" for possible development activities, and Assessing and ranking alternative options, and Selection of one or more options for formal assessment*

*- Title of the national/sector development plan to address the problems or make the opportunities.*

*- Brief explanation of the implementation plan, budget allocation and progress situation*

* 1. Rationale of the Project

*- Reasons for choosing this particular topic for pilot project*

*-Whether there are other projects or businesses implemented before by Korean Government or Korean Agency describe outline or summary*

*-Whether there are other program and activities which will complement the proposal*

*-How the need for the project was determined*

1. **Analysis on Stakeholder**
   1. Beneficiaries

*(Estimated number, characteristics of the target group)*

* 1. Project Implementing Organization

*(Name of organization, Nature or type of the organization, major functions, Annual budget, manpower, priorities, future plan)*

* 1. Other Stakeholders that may be involved

*(Respective governments, potential objectors and the implementing partners, other donor, INGO etc.)*

1. **Project Description** 
   1. Goal and Outcomes
   2. Activities
      1. Summary (PDM v1)

|  |  |  |  |
| --- | --- | --- | --- |
| **Input** | **Activity** | **Output** | **Outcome** |
|  |  |  |  |
|  |  |  |  |

* + 1. Details on activities *(if needed)*

*What kind of assistance the concerned Governmental offices will provide*

* + 1. Project Implementation Type

*-Describe exactly what type of research or project implementation you prefer, for example, usually there are two type of pilot project implementation.*

1. *Utilizing Korean experts group only to implement pilot project.*
2. *Utilizing Korean experts group & Utilizing your(Recipient country’s) own experts(experts group) to implement pilot project : (This is combined form of implementation scheme)*

* *Above both cases Ministry of Environment of Korea will place an order for Korean experts group who will implement your pilot project*

*-Describe the reason of selection:*

* + 1. Proposed Budget (Choose one)

1. (Korean Expert’s Group) Proposed Budget for Project Implementation

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Classification** | **No.** | **Items** | **Implementing Cost in US$** | **% of TOTAL Cost(%)** |
| Korean  Expert’s  Group’s | 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| ¨ |  |  |  |
| *N* |  |  |  |
|  | **TOTAL Cost** | |  | **100%** |

1. (Korean Expert’s Group & Recipient’s Country’s Group) Proposed Budget for Project Implementation

*(In this type of implementation, the project implementing cost for Korea Expert’s Group should be at least 70% of total cost)*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Year** | **No.** | **Items** | **Implementing Cost in US$** | | **% of TOTAL Cost(%)** |
| Korean  Expert’s  Group’s | 1 |  |  | |  |
| 2 |  |  | |  |
| 3 |  |  | |  |
| ¨ |  |  | |  |
| *N* |  |  | |  |
| **SUBTOTAL Cost** | |  | | **70%** |
| Recipient’s  Country’s  Group’s | 1 |  |  | |  |
| 2 |  |  |  | |
| 3 |  |  | |  |
| ¨ |  |  | |  |
| *N* |  |  | |  |
| **SUBTOTAL Cost** | |  | | **30%** |
| **TOTAL Cost** | | |  | | **100%** |

* + 1. Project Work plan

*-Table below indicates the proposed project work plan(flow) including timeframe for respective activities.*

*-The timeframe can be adjusted according to your pilot project requirement duration.*

*(For the most part, it might be minimum 6 to 12 months project. Therefore, considering this, please form the project work plan as a practical project implementation duration which you prefer.)*

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **No.** | **Implementing activities** | **Timeframe (in months)** | | | | | |
| **1** | **2** | **3** | **4** | **5** | **6** |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |
| “ |  |  |  |  |  |  |  |
| N |  |  |  |  |  |  |  |

1. **Attachments**

* Project Location Map
* Other Attachments(additional information related to the project)