

Annex 2 Format for ‘Concept Note’ of the project in preparation

The ‘Concept Note’ for the project under preparation shall be attached to the funding application and to follow the format below.

<p>Cover page</p>	<ul style="list-style-type: none"> • Name of proposed project • Project target country • Project partners (if known): <ul style="list-style-type: none"> ○ Project owner in target country ○ Borrower in target country ○ Project’s Finnish lead contractor ○ Financial institution providing credit • Project sector • Project’s preliminary overall costs and estimated share of financing aid • Contact information for person submitting concept paper and person’s proposed role in project • Date of concept paper
<p>Information on project owner in target country</p>	<ul style="list-style-type: none"> • Brief description of organisation • Prior experience of projects of a similar scope or scale • Prior experience of projects with international financing • Contact information
<p>Brief project description</p>	<ul style="list-style-type: none"> • How has the investment need emerged? Which organisation has identified the investment need? • Is the project ranked as a priority by authorities in the target country? Which authorities? • Any earlier project stages <ul style="list-style-type: none"> ○ Earlier planning stages ○ Earlier implementation ○ Status of project infrastructure • Does the project belong to a national development programme in the target country or an investment programme funded e.g. by a development financing institution? • Project outcomes <ul style="list-style-type: none"> ○ Concrete content of PIF funded project and projected outputs, outcomes and impact ○ Brief description of investment ○ Description of project’s target area ○ Other aspects of project, e.g. improvement and development of project owner’s organisation • Budget <ul style="list-style-type: none"> ○ Overall financing ○ Financing support received • Proposed schedule for implementation, broken down by major project stages
<p>Preliminary plan for post-project</p>	<ul style="list-style-type: none"> • Measures to ensure long-term sustainability of operations and maintenance

<p>operations and maintenance</p>	<ul style="list-style-type: none"> ○ Improvement of organisational management and practices ○ Operations and maintenance staff training ○ Ensuring spare parts supply ○ Resources and financing required by above tasks
<p>How will project use and empower local people and communities</p>	<ul style="list-style-type: none"> ● Major groups of beneficiaries and intended impacts, detail economic, social and environmental impacts separately ● Do beneficiaries include vulnerable groups? What steps are taken to ensure there are no adverse effects on these groups? ● Other economic, social and environmental impacts on local communities ● Potential adverse impacts
<p>Information on borrower in target country</p>	<ul style="list-style-type: none"> ● Brief description of organisation ● Prior experience of the use of a similar financing instrument in projects funded e.g. by development banks ● Contact information
<p>Additional information (if known)</p>	<ul style="list-style-type: none"> ● Finnish contractor / contractors ● Description of Finnish technology and know-how that the project will use ● Finnish companies' prior experience of projects on similar scale and/or international projects ● Financial institution that is prepared to provide the financing required by borrower in target country ● Description of other partner organisations, their role in the project and contact information
<p>Appendices</p>	<ul style="list-style-type: none"> ● Any project plans and/or feasibility study already prepared ● Other reports and material prepared on the project