

## Frequently Asked Questions (FAQ)

Updated on February 13, 2020 (NEW/REVISED QUESTIONS **HIGHLIGHTED IN RED**)

This document provides the frequently asked questions that applicants ask about the China Energy and Low Carbon Economy Programme (CELCEP) and responses given. Applicants can address further questions to [celcep@icf.com](mailto:celcep@icf.com). To ensure an open and transparent competition, these will be republished on a regular basis. In case of any discrepancy between the English version and the Chinese version, the English version shall prevail.

### 1. Programme Overview

#### 1.1. What is the aim of the CELCEP Competitive Grants Facility?

*Answer:* The CELCEP Competitive Grants Facility aims to: (1) accelerate China's low carbon transition and reduce greenhouse gas emissions; (2) increase the sustainable and inclusive deployment of clean energy technologies at lower costs; and, (3) expand China's green goods and services and create opportunities for international partners, including the UK.

#### 1.2. What is the Prosperity Fund Primary Purpose?

*Answer:* The primary purpose of the Prosperity Fund is to support the inclusive economic growth needed to reduce poverty in partner countries. Through this primary purpose, the Fund's activities will contribute to the UN Sustainable Development Goals.\*

#### 1.3. What are the Prosperity Fund Secondary Benefits?

*Answer:* The Secondary Benefits of the Fund will be new economic opportunities for international, including UK business, and mutually beneficial economic relationships. Secondary Benefits will be realised through:

- Exports from the UK.
- Outward Direct Investment and Foreign Direct Investment.
- Creation of longer-term market opportunities for international and UK business, including through 'network' effects.
- Promotion and creation of UK 'soft power.'
- Greater participation in the rules-based international system.
- Additional effects – efficiency, productivity and learning. This includes improved access to imports in some sectors benefiting the wider UK and other countries' economies, increased productivity due to increased competition and others.

#### 1.4. How long does the CELCEP run for?

*Answer:* The CELCEP will run until 31 March 2022.

#### 1.5. Who are the Primary Delivery Partners?

*Answer:* The Primary Delivery Partner is ICF. They can be contacted at [celcep@icf.com](mailto:celcep@icf.com).

#### 1.6. How does the Programme address potential conflict of interest?

*Answer:* A Grantee is ineligible to receive a Grant under the CELCEP Grant Facility if:

---

\* This definition is current at the time of publication, but may be subject to change at the discretion of the FCO.

- The Grantee or other organisation directly or indirectly controlled by the Grantee has provided design or implementation consulting services for the CELCEP Grant Facility
- The Grantee personnel have a close business or family relationship with the CELCEP team who are directly or indirectly involved in the preparation of eligibility and assessment criteria and selection or management of Grantees
- The Grantee is deemed to have a conflict of interest under any other rule of UK government department/FCO's procurement rules or guidelines

**1.7. What areas are considered a priority for the CELCEP Competitive Grants Facility?**

*Answer:* The Programme will facilitate the delivery of energy and low carbon economy-focused Technical Assistance Activities on and across 10 focus areas grouped into four thematic strands. The strands and focus areas have been developed through analysis, scoping and consultation with UK and Chinese policymaking and research stakeholders.

<b>Pillar 1</b> Clean technology 清洁技术	<b>Pillar 2</b> Pathway to a cleaner energy transition 清洁能源转型	<b>Pillar 3</b> System reform 系统改革	<b>Pillar 4</b> Int'l governance and engagement 国际治理与合作
Offshore wind sector 海上风电	Pathways for reduced coal utilisation 降低煤炭消费比重的途径	System reform-power markets 电力市场系统改革	South-South engagement & BRI 南南合作和一带一路倡议
Winter heating supply 冬季供暖		Regulatory reform 监管改革	International energy governance 国际能源治理
Ancillary service 辅助服务			
Civil nuclear power 民用核能			
Low carbon transport 低碳交通			

**1.8. Can project proposals be funded that are outside the CELCEP Competitive Grants Facility priority scope?**

*Answer:* In exceptional cases, the CELCEP Competitive Grants Facility may fund projects outside of the focus areas, particularly where the project proposal will also have a secondary impact on focus areas of the CELCEP Competitive Grants Facility.

**1.9. Where can I find CELCEP intermediate outcomes?**

*Answer:* Please refer to the Programme Overview slides published on the CELCEP website, or the Full Project Proposal Instructions and Checklist document which was provided together with the proposal templates.

**1.10. What type of support can be received from the CELCEP Competitive Grants Facility?**

*Answer:* CELCEP Competitive Grants Facility funding will be allocated to the following types of work:

- Feasibility studies
- Capacity building
- Policy recommendations
- Technical exchange
- Detailed design
- Other relevant projects



**1.11. What is the duration of the CELCEP Competitive Grants Facility support?**

*Answer:* The support that will be provided under the CELCEP Competitive Grants Facility will last to the end of the programme (March 2022).

**1.12. Will FCO, ICF and Deloitte review and rate the Concept Notes and Full Proposals together?**

*Answer:* The grant assessment process will involve an initial sorting and assessment of eligibility conducted by the PDP (ICF and Deloitte), followed by consultation with the FCO's CELCEP programme committee who will make the final decision on successful applicants.

**2. Eligibility**

**2.1. Who can apply?**

*Answer:* You can apply if you are:

- Government affiliated institute
- Private sector company
- Civil society organisation (CSO), nongovernmental organisation (NGO)
- International nongovernmental organisation (INGO)
- Research organisation / Policy institutes / Think tank
- Trade or industry associations
- Non-membership association, professional association and foundation
- High-profile figure / individual (individuals not hosted by a legal entity may be requested to seek a host institution, or join projects with an existing organisation)

**2.2. Can a single company apply to the programme or does it have to be a consortium?**

*Answer:* Yes, a single company can apply to the CELCEP.

**2.3. Are small and medium enterprises (SMEs) eligible to apply?**

*Answer:* Yes. The funding is open to SMEs.

**2.4. Is there anyone who cannot receive a grant award from the CELCEP Competitive Grants Facility?**

*Answer:* Yes. Government departments cannot receive funds under the CELCEP Competitive Grants Facility. Government-affiliated research institutes, however, are eligible. If you are not sure whether your organisation or project is eligible, please email us: [celcep@icf.com](mailto:celcep@icf.com).

**2.5. What will the CELCEP Competitive Grants Facility not fund?**

*Answer:* The CELCEP Competitive Grants Facility will not fund investment in fixed assets.

**2.6. Are there any minimum requirements for lead organisations for proposals, e.g. minimum number of years operating?**

*Answer:* There are no minimum requirements in terms of minimum number of years operating. Other eligibility criteria do apply, however. Please refer to the relevant document on the project website: [www.celcep.com/bid](http://www.celcep.com/bid).

**2.7. Can we bring in experts / organisations from countries other than the UK and China to help deliver proposals?**

*Answer:* You are able to collaborate with other organisations on your bid, whether they are registered in the UK, China or a third country. We suggest that in your bid you clarify the added value of the organisation that you plan to work with.

**3. Application Process & Template Requirement**

**3.1. When can you apply?**

*Answer:* The programme plans to have several rounds of “Calls for Grants”, with the first opening on November 25, 2019. Future rounds will take place about every six months, but this may be subject to change. Check the [project website](#) regularly for information on future grant rounds.

**3.2. How do you apply?**

*Answer:* For the first grant round, the Concept Note template will be available on the [project website](#). Applicants can download the file, fill it in and submit by email to: [celcep@icf.com](mailto:celcep@icf.com) by 13 December 2019.

**3.3. Does the project name at the time of application have to be consistent with the work scope, or does it only need to include the final result?**

*Answer:* There is no restriction on project naming.

**3.4. Does the wording of “Joint/Collaborative Concept Notes are permitted” in the Application Process suggest that independent Concept Notes are preferable?**

*Answer:* The wording "Joint/Collaborative Concept Notes are permitted" is not intended to suggest that independent Concept Notes are preferable.

**3.5. Is there a limit on the number of projects that a lead organisation can apply for?**

*Answer:* Multiple Concept Notes from a single entity are permitted. No limit is applied.

**3.6. The applicants are encouraged to cooperate and submit joint proposals. Will there be an opportunity to meet / discuss with other applicants to find out those that share objectives?**

*Answer:*

- (1) Please feel free to find qualified partners via your own network;
- (2) You are encouraged to engage with other applicants in the official events hosted by CELCEP;
- (3) The PDP will build and maintain a list of interest parties including their organisation names, areas of interest, contact names and contact details. The applicants can use the list to find potential partners. The list was last shared with applicants on February 8.

\* Note: Applicants should indicate which PCNs are matched together in the email of the full proposal submission

**3.7. Can the project technical area, title, budget, activities or timeline be changed in the full proposal?**

*Answer:* The project title and technical area in the Full Project Proposal Form should be consistent with those in Concept Note. However, the project budget and activities can be modified in the full proposal. Project timeline can be extended, but the following requirements should be met:

- £50,000 to £250,000 for a project of 6-12 month;
- £150,000 to £2,000,000 for a multi-year (12 months plus) project, up to the end of the CELCEP.

**3.8. Who should provide a CV? Is there a template available?**

*Answer:* All applicants should provide the CVs of key project personnel. Each CV should not exceed 1 page. The CELCEP does not provide a CV template. However, a good demonstration of qualifications, including relevant experience on similar projects, is encouraged.

**3.9. How should we differentiate partner organisation/consortium member with stakeholders or collaborative organisation?**

*Answer:*

- A partner organisation/consortium member is an organisation which is contracted with you to complete project deliverables. A summary of partner organisation(s) should be provided in the FPP section D1- A), B) and C); details should be provided in section F.
- A stakeholder/collaborative organisation is an organisation which is connected to your project but is not a partner organisation. A summary of stakeholder(s) should be provided in FPP section D1- D).

**3.10. Regarding the Gantt Chart, is it correct that workstreams are project activities, and that I should include each milestone and associated activities as reflected in the Budget form?**

*Answer:* Yes. The Gantt Chart is a project work plan which should reflect milestones and associated activities described in your budget plan. A workstream can cut across multiple milestones in the Gantt Chart but it must have clearly defined and have tangible progress markers.

**3.11. What is the difference between ‘International Expert’ and ‘National Expert’?**

*Answer:* The definitions are given in ‘Budget Template.xlsx’ > Worksheet ‘FCO Cost Guidance’ > ‘Definition of Expert Bands’:

- **International Expert** refers to an individual whose assignment takes place outside his/her home country or place of permanent residence.
- **National Expert** refers to an individual whose assignment takes place in his/her home country or place of permanent residence.

For a case of one both working within and outside his/her home, please calculate the national and international expense respectively.

**3.12. What does a Capped Day Rate include? Does this include direct salary, social costs, and a percentage for their overheads?**

*Answer:* The capped day rates relate only to the consultant fee. Prosperity Fund does not pay staff salaries but instead the time they are utilised on the project, based on the agreed hourly or daily rates. The capped day rates do not include travel expense, accommodation fees, etc.

**3.13. What travel costs are allowed for international experts, given the restriction on travel expenses of for-profit organisations?**

*Answer:* This will be a case-by-case decision. There are a number of factors to consider, including but not limited to the importance of the expert, nature of their organisation, budget implications, etc. In your proposal, it would be a good idea to provide a justification as to why the speakers from for-profit organisations cannot pay their own way.

**3.14. What is an administrative cost?**

*Answer:* Administrative costs include the indirect costs/overheads associated with the project. These should not exceed 5% of the total project cost.

**3.15. What is the budget cap for matching proposals?**

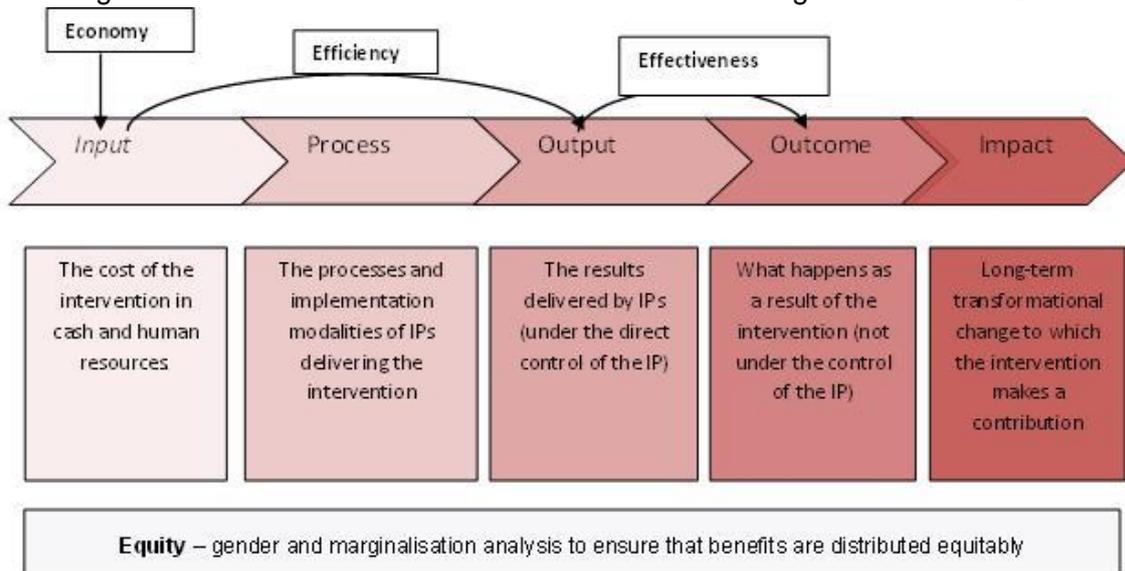
*Answer:* The new budget should be no more than the sum of original budgets.

**3.16. How will Value for Money (VfM) be assessed?**

*Answer:* Grantees should follow the 4E Principles developed by the PF Programme:

- **Economy (spending less):** buying inputs of the required quality at the lowest price
- **Efficiency (spending well):** producing outputs of the required quality at the lowest cost (i.e. productivity)
- **Effectiveness & Cost Effectiveness (spending wisely):** how well outputs produce outcomes. Cost Effectiveness: producing outcomes at the lowest cost
- **Equity (spending fairly):** directly linked to assessing the effectiveness of an intervention; ensuring development results are targeted at the poorest and include sufficient targeting of women and girls

The diagram below illustrates a cohesive VfM framework integrated with the 4Es:



**4. Programme Funding**

**4.1. How much funding is available?**

*Answer:* For the most part, grants should be between GBP 50,000 to 250,000. There is the possibility of larger (GBP 1m+) multi-year grants, however these will be the exception and will be subject to in-depth consultation with the Foreign & Commonwealth Office (FCO).

**4.2. Is match funding a requirement of support under this programme?**

*Answer:* Match funding is encouraged, but not required.



**4.3. Regarding partnerships/consortia, is grant funding given to the lead applicant or to the members of the partnership/consortium?**

*Answer:* The lead applicant to the CELCEP will be the recipient of the grant funding. Any queries should be directed to [celcep@icf.com](mailto:celcep@icf.com).

**4.4. Will the payment of CELCEP CGF funds be made strictly in accordance with project milestones and budget plan?**

*Answer:* The final payment terms are to be negotiated at the grant negotiation stage, once the preferred grantees are selected by FCO. The default payment method will be milestone-based payments, but the specific terms will be decided during the grant negotiation. At the proposal stage, you should provide your suggested approach to the project budget.

**4.5. Is it possible for the Prosperity Fund to provide a down-payment to the successful applicants at a certain percentage of the total grant value, with the rest paid by milestones?**

*Answer:* As per the requirements of FCO procurement, the programme is unable to make any advance payments. Payment will be made on the basis of outputs/milestones.