APEC Projects - Applying for Funding

Purpose: Information
Submitted by: APEC Secretariat
AGENDA

This session covers:

- Quality Concept Notes & Tips
- Links to Project Proposals and Budget
- Project Outcomes from 2017 to present
CONCEPT NOTE

Purpose

RELEVANCE
Project is relevant to APEC goals and Forum strategies

BENEFITS
Project benefits the APEC region

PROGRAM LOGIC
Project reflects a causal chain between outputs, outcomes, and the overall objectives
Funding Priorities

1. GPA
   - Incoming and outgoing host priority themes

2. ASF General
   - The Manila Framework on ECOTECH

3. TILF
   - The Osaka Action Agenda

Specific Priorities

- FTAAP & GVCs
- SUPPLY CHAIN CONNECTIVITY
- HUMAN SECURITY
- IERG
- RAASR
- ENERGY EFFICIENCY
- MSME
- WOMEN & ECONOMY
- ECONOMY IN REMOTE AREAS
- DIGITAL INNOVATION
Scoring Template

<table>
<thead>
<tr>
<th>Criteria 1</th>
<th>Criteria 2</th>
<th>Criteria 3</th>
<th>Criteria 4</th>
<th>Criteria 5</th>
<th>Total Concept Note Score</th>
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</thead>
<tbody>
<tr>
<td>Supports the Priorities of the APEC Fund to which it is applying</td>
<td>Quality Appears Strong (click on this cell for further explanation)</td>
<td>Supports My Economy’s Priorities (click on this cell for further explanation)</td>
<td>Supports Capacity Building (click on this cell for further explanation)</td>
<td>Supports Cross Fora Collaboration and Benefits to Multiple Economies (click on this cell for further explanation)</td>
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<td>(Yes / No)</td>
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Project Synopsis

1. **Relevance** - Benefits to region: What problem does the project seek to address? Does it have sustained benefits for more than one economy?

2. **Objective** - State the overall objective of the project in 100 words or less. The objective is the overarching goal of your project, for example, “Our objective is to build the capacity of project participants through workshop and research to better support the X Roadmap, and produce recommendations as a basis for further collaboration to address the APEC-wide issue of...” In the Project Proposal, you will be required to identify a set of measurable project-level outcomes, which if collectively achieved, define whether the project has met the objective stated here. You can identify more than one objective, but avoid confusing the objective or goal of the project with the project’s outcomes.

3. **Alignment** - APEC: Describe specific APEC priorities, goals, strategies and/or statements that the project supports, and explain how the project will contribute to their achievement.

Alignment - Forum: How does the project align with your forum’s work plan/strategic plan?

4. **Methodology** - How do you plan to implement the project? Briefly address the following:
   - **Work plan**: In a simple table, outline the project from start to end. Show key project outputs and activities and associated dates or timelines.
   - **Beneficiaries**: Selection criteria for participants, beneficiary profiles (e.g. participants, end users, policy makers, researchers/analysts, gender) and how they will be engaged.
   - **Evaluation**: Outline the indicators which will be used to measure progress towards the project outcomes. Where possible provide indicators which could assess impacts on women.
   - **Linkages**: Information on other APEC and non-APEC stakeholders and how they will be engaged.

**Concept Note:** the new template (2019)
CONCEPT NOTE
Getting Started

**TEMPLATE**
Make sure you download the most current version

**CO-SPONSORS**
Get the minimum number of co-sponsoring economies

**3-PAGE MAX**
Be clear and concise

**NON-TECHNICAL**
Write for the general audience, not the experts
CONCEPT NOTE
Tips to Improve

DO RESEARCH

Research previous projects in and outside of APEC, APEC priorities, fora strategies and funding criteria, and project costs
CONSULT

Socialize project idea in the workgroup.
Engage your economy’s representative.
Advocate your economy’s RAF
Avoid approval delays and design amendment

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<tbody>
<tr>
<td><strong>01.</strong></td>
<td><strong>02.</strong></td>
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<tr>
<td>Repetition of Subject Matter</td>
<td>Large Scope vs. Narrow Focus</td>
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<td><strong>03.</strong></td>
<td><strong>04.</strong></td>
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<tr>
<td>Ambitious Outputs</td>
<td>Multiple Events</td>
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</table>
Repetition of Subject Matter

? Has this been discussed before

? How is my angle different

? How is my project building off from previous work
Large Scope vs. Narrow Focus

Am I targeting specific industries?

Who are my targeted participant groups?

Can I cover all areas of discussion?
Ambitious Outputs

? How much time do I have?

? Have I considered risks in the project timeline?

⚡ 2 to 3 outputs is the norm
Multiple Events

? How are the agendas related?

? Are the same participants expected to travel multiple times?

!? One event is strongly suggested
EPWG Outcome Results 2017 – 2019 (PS1)

**APEC-Funded Projects**
- In Progress: 1
- Completed: 1
- Not yet Approved: 2
- Withdrawn: 1

**Self-Funded Projects**
- Not yet Approved: 2
- Withdrawn: 1

**CNs Submitted**
- 8

**CNs Approved**
- 3

**APEC-Funded Budget**
- $499,168

**Self-Funded Budget**
- $180,000
EPWG Outcome Results 2017 – 2019 (PS1)

- Total No. of Funded Events Held: 2
- Average No. of Attending APEC Economies: 5
- Total No. of Participants: 14
- Total No. of APEC Publications: 0
THANK YOU!