



**Asia-Pacific  
Economic Cooperation**

Agenda Item: 5B

## APEC Projects – Applying for Funding

Purpose: Information  
Submitted by: APEC Secretariat



5<sup>th</sup> Emergency Preparedness Working Group  
Meeting

Puerto Varadero Chile  
16-18 August 2019



Asia-Pacific  
Economic Cooperation

# APEC PROJECTS

## Applying for Funding

APEC Project Management Unit  
APEC Secretariat

SOM 3, 2019 [Puerto Varas, Chile](#)



**Advancing Free Trade**  
for Asia-Pacific **Prosperity**

# 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

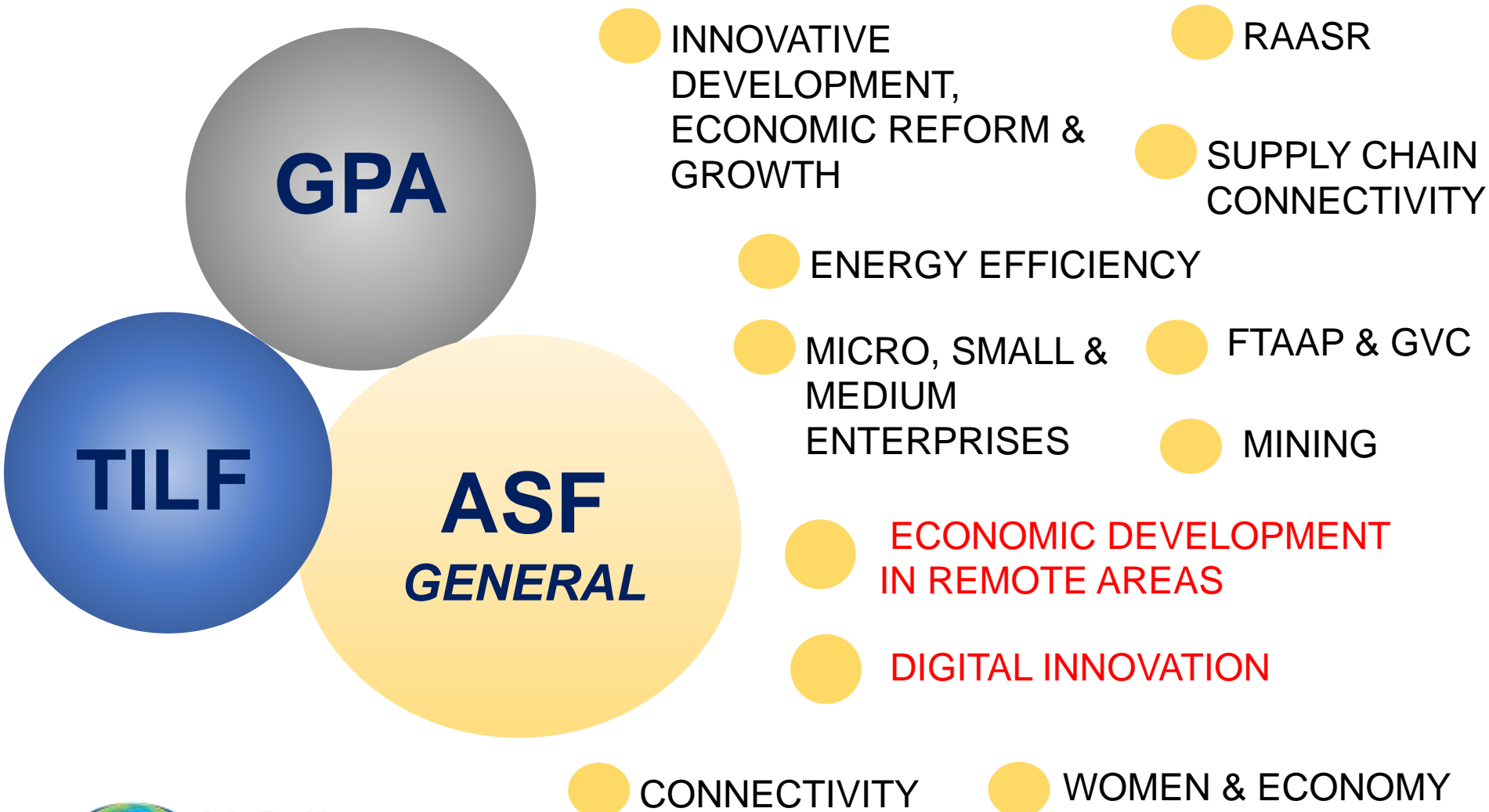


### PROGRAM LOGIC

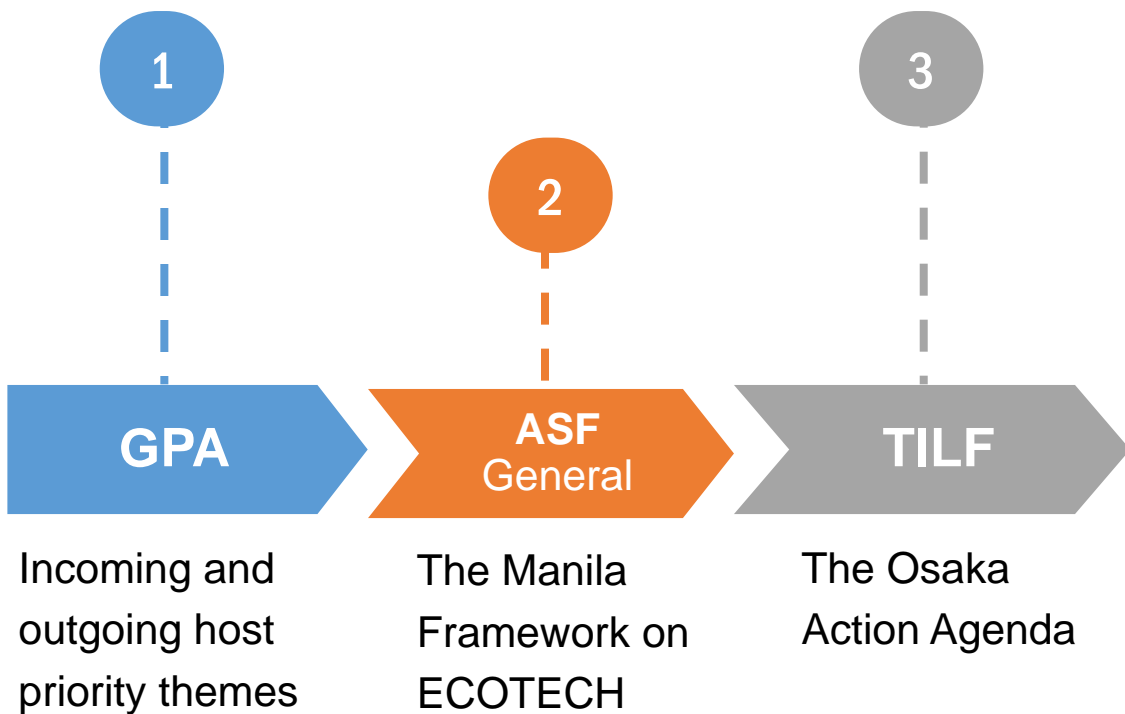
Project reflects a *causal chain* between outputs, outcomes, and the overall objectives



# 15 Funding Sources



# Funding Priorities



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

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# Scoring Template

Enter your scores in the yellow columns only						
	Criteria 1	Criteria 2	Criteria 3	Criteria 4	Criteria 5	Total Concept Note Score
<i>Is this concept note eligible for funding?</i> (click on this cell for further explanation)	<i>Supports the Priorities of the APEC Fund to which it is applying.</i> (click on this cell for further explanation)	<i>Quality Appears Strong</i> (click on this cell for further explanation)	<i>Supports My Economy's Priorities</i> (click on this cell for further explanation)	<i>Supports Capacity Building</i> (click on this cell for further explanation)	<i>Supports Cross-Fora Collaboration and Benefits to Multiple Economies.</i> (click on this cell for further explanation)	
(Yes / No)	/ 20	/ 15	/ 10	/ 10	/ 5	Total / 60
						0
						0
						0



# Concept Note: the new template (2019)

## 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?  
[Redacted]

Relevance – Eligibility and Fund Priorities: How does the project a) meet the eligibility criteria and b) support the funding priorities for the nominated fund or sub-fund? Refer to the APEC website.  
[Redacted]

Relevance – Capacity Building: How will the project build the capacity of APEC member economies? For ASF projects, please identify the APEC developing member economies that will benefit from this project. (Refer to capacity building goals, objectives and principles at Appendix K of the Guidebook.)  
[Redacted]

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.  
[Redacted]

2. **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.  
[Redacted]

Alignment – Forum: How does the project align with your forum’s work plan/strategic plan?  
[Redacted]

3. **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.  
[Redacted]

- Beneficiaries: Selection criteria for participants, beneficiary profiles (e.g. participants, end users, policy makers, researchers/ analysts, gender) and how they will be engaged.  
[Redacted]

- 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.  
[Redacted]

- Linkages: Information on other APEC and non-APEC stakeholders and how they will be engaged, if and how this proposal builds on (but does not duplicate) the work of other projects. How will this activity promote cross fora collaboration?  
[Redacted]

|

Relevance

Objective

Alignment

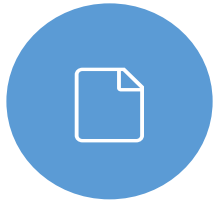
Methodology





# CONCEPT NOTE

## Getting Started



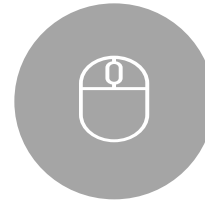
### TEMPLATE

Make sure you download the most current version



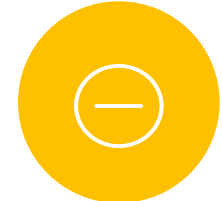
### CO-SPONSORS

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

## PROJECT DATABASE

The screenshot shows the APEC Project Database interface. It includes a navigation menu on the left with options like 'Home', 'About', 'Contact', and 'Help'. The main content area features a search form with fields for Project Title, Project Number, Project Type, Project Status, Project Region, and Funding Source. Below the search form is a table titled 'ALL PROJECTS IN IMPLEMENTATION' with columns for Project Title, Project Number, Project Year, Project Type, and Project Status.

Project Title	Project Number	Project Year	Project Type	Project Status
Health Service, Health Services – Capacity Expansion for Women's Health Care	1912.0205	2019	Health Policy Group (HPCG)	Under Review
ITC Building Energy Efficiency Assessment (ITC for Energy/Health Group) (ITC)	1912.0203	2019	Health Policy Group (HPCG)	Under Review
Strengthening Health Security in APEC – Implementation of Operational Strategy to Combat Infectious Diseases in the Region	1912.0206	2019	Health Policy Group (HPCG)	Open
South-South Building on Procurement and Regulation of Chemicals in Green Growth for Sustainable Development (SST) Initiative	1912.0204	2019	Applied Technical Cooperation Working Group (ATCWG)	Under Review



# CONCEPT NOTE

## Tips to Improve

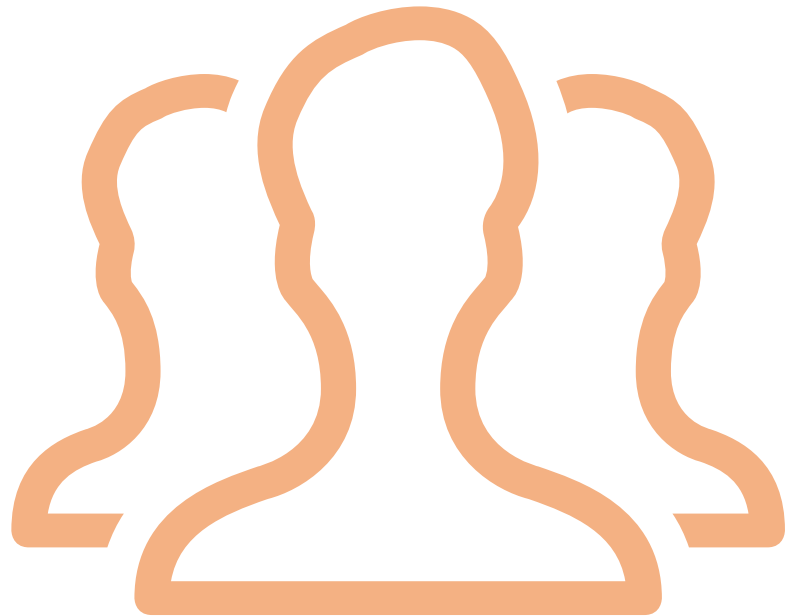


### **CONSULT**

Socialize project idea in the workgroup.

Engage your economy's representative.

Advocate your economy's RAF



# Links to Project Proposal and Implementation

Avoid approval delays and design amendment

**01.**

**Repetition  
of Subject  
Matter**

**02.**

**Large Scope  
vs.  
Narrow  
Focus**

**03.**

**Ambitious  
Outputs**

**04.**

**Multiple  
Events**



# 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?

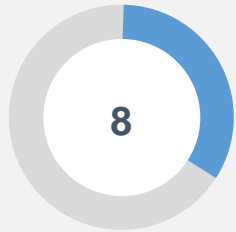


One event is strongly suggested

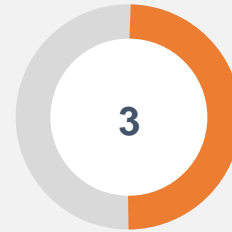




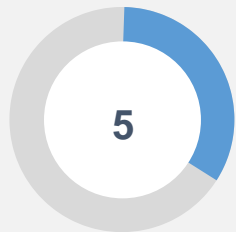
# EPWG Outcome Results 2017 – 2019 (PS1)



**CNs  
Submitted**

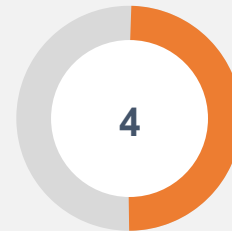


**CNs  
Approved**

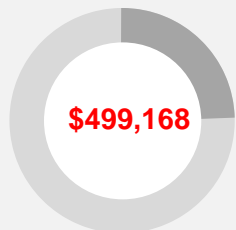


**APEC-Funded  
Projects**

In Progress: 1    Not yet Approved: 2  
Completed: 1    Withdrawn: 1



**Self-Funded  
Projects**



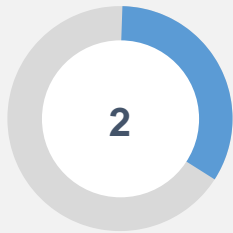
**APEC-Funded  
Budget**



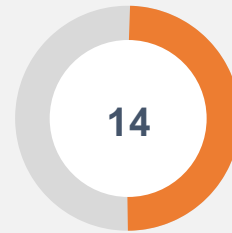
**Self-Funded  
Budget**



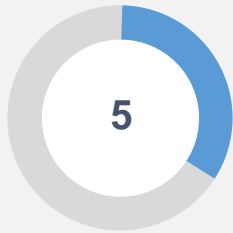
# EPWG Outcome Results 2017 – 2019 (PS1)



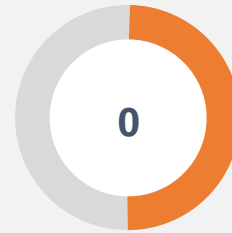
**Total No. of  
Funded Events  
Held**



**Total No. of  
Participants**



**Average No. of  
Attending APEC  
Economies**



**Total No. of  
APEC  
Publications**



THANK YOU !



Asia-Pacific  
Economic Cooperation