



## AGENDA ITEM 4.2

# Consideration of the Revision of the EANET Project Fund and Project Guideline

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**The Working Group Meeting of the Acid Deposition Monitoring Network (EANET) in East Asia in 2022**

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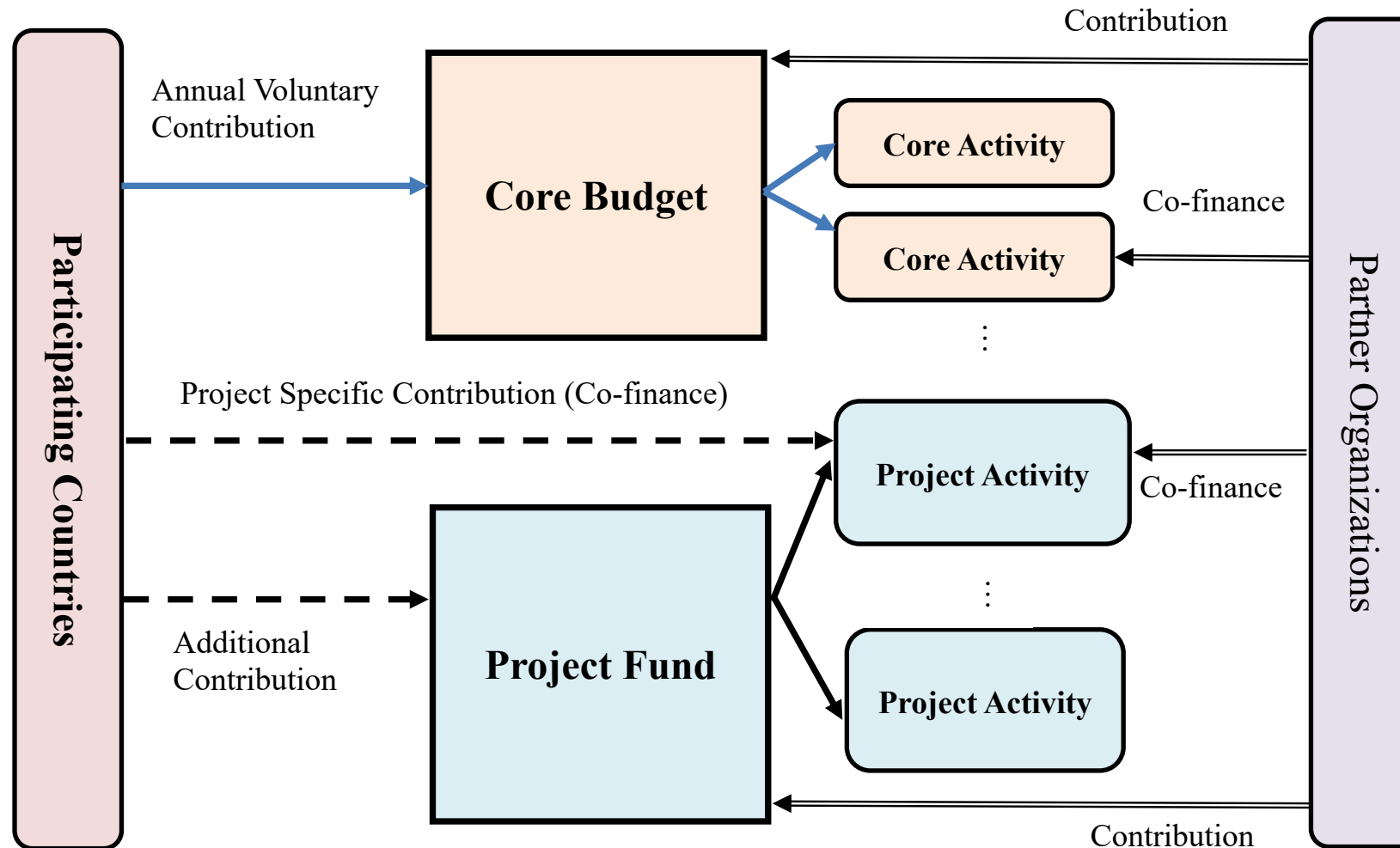
## I. INTRODUCTION (1)

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- Agenda item was acknowledged by the Bureau of the EANET to the Secretariat (SEC) and the Network Center (NC) on 10 May 2022 and then sent to all National Focal Points on 1 July 2022
- This document provides proposed revisions of the Project Fund and Project Guideline of the Acid Deposition Monitoring Network in East Asia (EANET) decided at the Twenty-third Session of Intergovernmental Meeting on EANET (IG23) on 24-25 November 2021. It was prepared in line with the Medium-Term Plan (MTP) for the EANET (2021-2025) and the Decisions of IG23.
- The Secretariat and the Network Center received Japan's proposal for the EANET Project Fund and Project Guideline on 1 July 2022 to revise for some critical matters to implement the project fund and project after the decision of IG23. The Secretariat and the Network Center prepared the revision of the guidelines considering the letter from Japan.
- The "Proposed Revisions: EANET Project Fund and Project Guidelines" are available in Working Group document EANET/WG2022/4/2

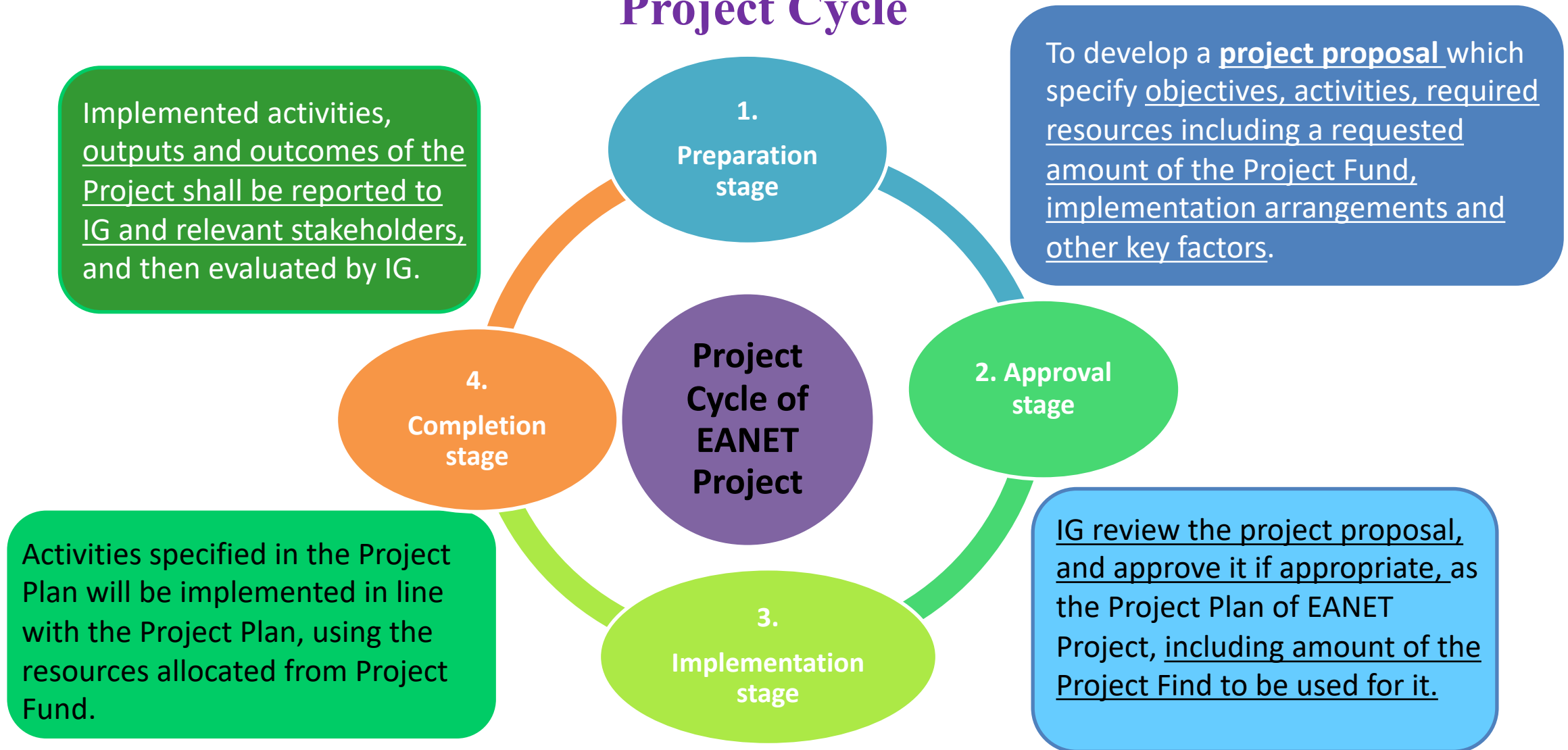
## I. INTRODUCTION (2)

### Contributions from the Participating Countries and Co-finance



## I. INTRODUCTION (3)

### Project Cycle



## II. REVISION OF EANET PROJECT FUND AND PROJECT GUIDELINE (DRAFT) (1)

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### Parts of revision

#### 1. Table of Abbreviations used in the Guidelines

AREP: Annual Report of EANET Projects

AREPF: Annual Report of EANET Project Fund

CF: Co-financer

CPFH: Currency of the Country where the PFH is located

EPC: EANET Project Criteria

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## II. REVISION OF EANET PROJECT FUND AND PROJECT GUIDELINE (DRAFT) (2)

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### VI. EANET PROJECT FUND HOLDER

2 PFH can use the necessary amount, including the additional personnel costs (mainly general administrative expenses). These costs are caused by requesting and receiving contribution to the EPF, supporting or assistance of implementation of the project activities for holding the EPF and transferring the requested amount to IAs including preparing agreements, preparing AREP, AREPF and submitting them to the IG, according to the EANET Work Programme and Budget, where such necessary amounts are specified with their rationale.

### VII. Fund-Raising

1 The SEC with support from the NC shall make efforts to raise and build the EPF. Such efforts include the following:

- (1) The SEC, in collaboration with the PFH, shall send letters to PCs to ask them to make voluntary contributions to the EANET Project Fund after the Annual IG Session.
  - (2) The SEC with support from the NC shall communicate and coordinate with potential donors and seek opportunities for their contributions to the EPF.
  - (3) The SEC with support from the NC shall prepare and disseminate information materials to promote the EPF, including summaries of proposed projects, impacts of the completed or on-going projects supported by the EPF.
- 2 The SEC with support from the NC shall develop draft strategies and activities for fund raising which shall be a part of the draft WPB

## II. REVISION OF EANET PROJECT FUND AND PROJECT GUIDELINE (DRAFT) (3)

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### ANNEX OF THE EANET PROJECT FUND AND PROJECT GUIDELINES

**ANNEX-1: TEMPLATE-A for Project Concept Note**

**ANNEX-2: TEMPLATE-B for Project Plan**

**ANNEX-3: Assessment Points for Project Plan**

**ANNEX-4: TEMPLATE-C for Project Completion Report**

## II. REVISION OF EANET PROJECT FUND AND PROJECT GUIDELINE (DRAFT) (4)

### ANNEX 1: TEMPLATE-A for PROJECT CONCEPT NOTE

<b>Title of Project</b>	[Proposal Number: YYYY-Serial Number at the entry of the pipeline] [Title: ]
<b>Duration of Project</b>	[Month/Year – Month/Year]
<b>Project Lead (PL)</b>	[Name of an entity taking the lead in project cycle]
<del><b>Partner organizations (POs)</b></del>	<del>[List all relevant Partner organizations central to the project]</del>
<b>Leading Implementation Agency (IA)</b>	
<b>Beneficiaries of PCs</b>	
<del><b>Relevant Type of Activities</b></del>	
<b>Relevant Scope of EANET</b>	
<del><b>Representative of the Project Lead /Contact Address</b></del>	
<del><b>Keywords of the project</b></del>	<del>3-6 words</del>
<del><b>Summary of the project</b></del>	<del>maximum 200 words</del>

<del><b>Background and Rationale</b></del>	<del>including background and the existing problem</del> <del>Rationale of the proposal and reasoning for implementation</del> <del>Specific solution ways and how to address the problem</del>
<del><b>Objectives</b></del>	
<del><b>Activities to achieve Objectives</b></del>	
<del><b>Links and relevance to existing policy process of the target areas and regional activities</b></del>	
<del><b>Expected Outputs</b></del>	<del>* For the project to reduce air pollutant emission, please specify the target pollutants below:</del>
<del><b>Expected Outcome</b></del>	<del>any of innovation, sustainability, and impact of the project which how to contribute participating countries' air quality improvement or mitigating air pollution</del>
<b>Total Budget<sup>1</sup></b>	
<b>Summary of the project</b>	<ul style="list-style-type: none"> <li>- up to 300 words</li> <li>- Background and Rationale</li> <li>- Objectives</li> <li>- Activities</li> <li>- Expected Outputs</li> <li>- Expected Outcome</li> </ul>

1 Including PFH's additional personnel costs (see EANET PROJECT FUND AND PROJECT GUIDELINE VI. 2)



## II. REVISION OF EANET PROJECT FUND AND PROJECT GUIDELINE (DRAFT) (5)

### ANNEX 12: TEMPLATE B for PROJECT PLAN

#### I. General Information

<b>Title of Project</b>	[Proposal Number: YYYY-Serial Number at the entry of the pipeline] [Title: ]
<b>Duration of Project</b>	[Month/Year – Month/Year]
<b>Project Lead (PL)</b>	[Name of an entity taking the lead in project cycle] [Representative of the PL/Contact Address]
<b>Leading Implementation Agency (IA)</b>	-
<b>Other Implementation Agencies (IAs)<sup>2</sup> / Partner Organizations (POs)<sup>3</sup></b>	[List all relevant <u>other Implementation Agencies</u> Partner organizations central to the project] [Describe each IA/PO's role in the project]
<b>Partner organizations (POs)</b>	- -
<b>Implementation Agencies (IAs)</b>	[List all relevant <u>Implementation Agencies</u> ] - -
<b>Beneficiaries of PCs</b>	
<b>Total Required Resources<sup>4</sup> and Requested amount of Project Fund</b>	The total amount of required resources in USD: (of which in-kind contributions expressed in USD) The requested amount for EANET Project Fund (USD)

	For the multiple-year project, please specify both amounts for each year.			
<b>Resources other than EPF from Co-financers</b>	Organization	Financial contribution (USD)	In-kind contribution (with estimated equivalent USD, if possible)	Status (Secured/under consultation etc.)
	Total			
<b>Relevant Types of Activities</b>				
<b>Relevant Scope of EANET</b>	- refer to 'Supplementary Document (Annex) to the Instrument for Strengthening the EANET'			
<b>Representative of the Project Lead /Contact Address</b>				
<b>Project Processing Information</b>	Submission Date to the EANET Secretariat			
	1) Date of Register in the Project Cycle			
	2) Date of Latest Project Plan			
	3) Date of Approval			
4) Date of Completion Report Submitted				

[2] IA: Those who are to implement the activities of the Project utilizing the resources as specified in the Project Plan

[3] PO: Those who are to collaborate/work with PL and/or IAs at their own decisions and contributions

[4] Including PFH's additional personnel costs (see EANET PROJECT FUND AND PROJECT GUIDELINE VI. 2)

# II. REVISION OF EANET PROJECT FUND AND PROJECT GUIDELINE (DRAFT) (6)

## II. Description of the Project

<b>Keywords of the project</b>	
<b>Summary of the project</b>	<ul style="list-style-type: none"> <li>• <u>Keywords</u>: 3-6 words</li> <li>• <u>Summary</u>: up to 300 <del>maximum 200</del> words</li> </ul>
<b>Background and Rationale</b>	<ul style="list-style-type: none"> <li>-including background and the existing problem</li> <li>-Rationale of the proposal and reasoning for implementation</li> <li>-Specific solution ways and how to address the problem</li> <li>-<u>Links and relevance to existing policy process of the target areas and regional activities</u></li> </ul>
<b>Objectives</b>	
<b>Activities to achieve Objectives</b>	
<b>Links and relevance to existing policy process of the target areas and regional activities</b>	
<b>Expected Outputs</b>	<del>* For a project to reduce air pollutant emission, please specify the target pollutants below:</del>
<b>Expected Outcome <u>with tangible expected output</u></b>	<u>_ any of innovation, sustainability, and impact of the project which how to contribute participating countries' air quality improvement or mitigating air pollution</u>
<b>Risks and <del>Countermeasures</del></b>	<u>- expected burden for the implementation of the Project Plan and measures for the burden</u>
<b>Plan to deliver outcomes to beneficiaries</b>	<del>-</del> <u>Including outreach plan</u>
<b>Comments from PC to be considered in the implementation</b>	
<b>Responses from the Project Lead to above</b>	
<b>Comments from SEC, NC, PCs</b>	<del>*This column will be filled after submission of the proposal to Sec. Sec &amp; NC provide comments on whether the project meets the project criteria or not. Other than above, the interests of PCs will also be added.</del>

## IV. BUDGET PLAN

<u>Year</u>	Name of Activities	Required Resources (financial and in-kind)	Secured Sources for Required Resources	In-balance
<u>1st</u>	<u>PFH's additional personnel costs<sup>5</sup></u> Total			
<u>2nd</u>	<u>Estimated Total</u>			
<u>3rd</u>	<u>Estimated Total</u>			
<u>Total</u>	<u>Estimated Total</u>			

*Note: For multiple-year projects, specify the total amount for entire projects and subtotal for each year*

<sup>[5]</sup> See EANET PROJECT FUND AND PROJECT GUIDELINE VI. 2

## II. REVISION OF EANET PROJECT FUND AND PROJECT GUIDELINE (DRAFT) (7)

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**ANNEX 34: TEMPLATE-BC for PROJECT COMPLETION REPORT**

**Budget Expenditure** (maximum one page):

Provide an overview of budget expenditure (including personnel cost and direct expenses for each activity).

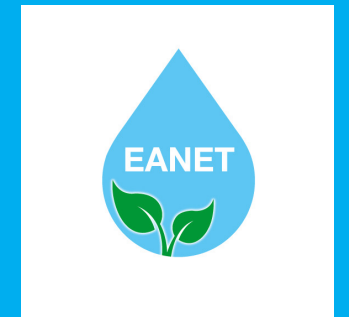
### III. Actions Required

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- The Working Group Meeting in 2022 is invited to review “Proposed Revisions: EANET Project Fund and Project Guidelines” and may wish to consider, discuss, provide guidance, and make recommendations to the IG24 for its review, guidance, and approval, as appropriate, particularly on key aspects: Addition of the fundraising description and Revision of the templates for Project Concept Note (ANNEX-1), Project Plan (ANNEX-2) and Project Completion Report (ANNEX-4)

# Thank you

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Secretariat for the EANET  
UN Environment Programme for Asia Pacific  
[eanetsecretariat@un.org](mailto:eanetsecretariat@un.org)  
[www.eanet.asia](http://www.eanet.asia)  
[www.unep.org](http://www.unep.org)

Network Center for the EANET  
Asia Center for Air Pollution Research  
<https://www.acap.asia/en/>  
[eanet@acap.asia](mailto:eanet@acap.asia)

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