

Power Africa Off-Grid Energy Challenge Proposal Template

(Limit proposal to fourteen pages plus attachments)

Applicant Background Information					
Applicant Name					
Owner(s) & Director(s)	<i>Name</i>	<i>Nationality</i>	<i>Verification document (document type)</i>	<i>% of shares (if applicable)</i>	<i>Home address</i>
	<i>Add more lines on a separate sheet as necessary</i>				
Registration Details	<i>Legal form</i>				
	<i>Date of Registration</i>				
	<i>Registration Number</i>				
Applicant History <i>(please provide a brief overview of activities and milestones to date)</i>					
Address					
Telephone Number					
Email address					
How did you hear about this Challenge?					

Applicant Profile		
Current Activity		
Past track record of accomplishments <i>(please list 3 noteworthy accomplishments)</i>	1.	
	2.	
	3.	
Describe Past Financial performance <i>(attach audited financial statements for the past 2 years If available)</i>		
Business references <i>(please list 2 including Name, Address, Cell phone number)</i>	1.	
	2.	

Proposal

Project Details

<p>(i) Project Summary <i>Summarize what the project will do in two sentences.</i></p>		
<p>(ii) Proposed Project Location & Target Population <i>Explain how the project will benefit marginalized, grassroots people.</i></p>		
<p>(iii) Distance of project site to national grid <i>Explain why grid connection is not feasible. Include an estimate of the cost and how long it will take to connect to the grid. If the proposal is for an urban area or an area with grid connections, a justification is to be included.</i></p>		
<p>(iv) Documentation of site selection <i>Describe documentation that land is purchased, leased or will be able to purchase/lease land for project site. No changes will be possible to project site after selection.</i></p>		
<p>(v) Problem Project Addresses (250 words)</p>		
<p>(vi) Project Description <i>Provide a specific description of the project design; how it will be implemented, what the outcomes are, who will benefit and what the benefits will be.</i> <i>Include the kilowatts that will be produced as a result of this project.</i></p>	<p><i>Brief description of the project</i></p>	

	<i>Project goals, objectives, and intended impact</i>	
	<i>Intended number of new connections to energy</i>	
	<i>Renewable Energy Technology Type</i>	
	<i>Plans to replicate beyond the period of the grant</i>	
<p>(vii) Key Risks and Plans to Mitigate</p> <p><i>Describe 3-5 risks and the mitigation actions.</i></p>		

<p>(viii) Environmental Compliance <i>Describe any environmental impact to the project activities and potential mitigation measures.</i></p> <p><i>Examples may include disposal of batteries, chemical inputs, disposal of waste.</i></p>	
<p>(ix) Management & Technical Team (Attach CVs) <i>Provide nationality of each member of the management team and attach a verification document (e.g., Passport)</i></p>	
<p>(x) Project Ownership & Governance <i>Describe the ownership structure.</i></p>	
<p>(xi) Relevant Expertise <i>Describe the expertise you have to successfully achieve the project outcomes or how you will acquire the necessary expertise.</i></p>	

<p>(xii) Project Timeline/ Milestones: <i>List 4-6 critical accomplishments, the required deliverable to assess completion of the milestone and completion date during 12 month project duration.</i></p>	Description of milestone	Required deliverable	Completion date
Add more lines on a separate sheet if necessary			
<p>(xiii) Financial sustainability <i>Show how the project will demonstrate profitability, including at a minimum revenues covering operating costs, before the period of the grant ends.</i></p>			

(xiv) Financial Estimate (Please provide indicative values, based on your own prior experience)				
Revenues (based on initial assumptions for types of customers, service units and pricing)	Indicative Category	Year 1	Year 2	Year 3
	<i>e.g. Service fees</i>			
	<i>Usage fees</i>			
	TOTAL			
Expenses (please indicate categories and forecasts for recurring operating costs)	Indicative Category	Year 1	Year 2	Year 3
	<i>e.g. Ongoing Maintenance</i>			
	<i>Operating Expenses</i>			
	<i>Staff</i>			
	TOTAL			
Net Profit (Revenues – expenses before tax and depreciation)		Year 1	Year 2	Year 3
Net Income (Net profit after tax and depreciation)		Year 1	Year 2	Year 3
(xv) Estimated Return on Investment				
(xvi) Total Project Cost Please describe all costs associated with the project in addition to the \$100,000 challenge funds. Examples include: Buildings, Capital equipment, Other development costs, Working capital	Cost Item	Cost Estimate		

<p>(xvii) Status of Other Investors/Funders: <i>List other funding sources, amounts and status of funding request.</i></p>	
--	--

Proposed Use of Grant Funds (up to \$100,000 to be provided to the winner(s) of this competition)

<p>(xviii) Proposed Use: <i>Please explain briefly</i></p>	
--	--

<p>(xix) Budget Detail: <i>Provide a budget for the use of \$100,000 Challenge funds. Provide an estimate for each identified item.</i></p> <p><i>Be as specific as possible on items over US \$1,000.</i></p>	<i>Budget Item</i>	<i>Budget Estimate</i>
	<i>e.g., solar panels, inverters, cement</i>	

<p>(xx) Budget Justification</p> <p>A detailed budget justification is to be included. A narrative describing why the proposed equipment is appropriate in size and scope for this plan. This is to show why each budget item proposed for the project is required to carry out the project and why each budget item is needed at that level.</p> <p>Example: Why are these sizes of solar panels required, why is this size of generator required?</p> <p><i>NOTE: Three quotes are to be included for all items over US \$3,000. Contact information for the quotations is to be included. Quotations should provide</i></p>	<i>Budget Item</i>	<i>Justification</i>

<i>specifications of items being proposed. For example, size and type of solar panels. During the due diligence phase, all costs for budget items over US \$3,000 will be verified.</i>		
<i>Add more lines on a separate sheet if necessary.</i>		

Attachments:

1. Nationality verification documents of owners and managers (passports)
2. Proof of registration (registration document)
3. Referral letters
4. Prior audited financial statements for the past 2 years (where available)
5. CV of Key Management & Technical Personnel
6. 3 quotations for items over US \$3,000. Contact information for each quotation included.