



**INITIATION PLAN**  
**FOR A GEF PROJECT PREPARATION GRANT (PPG)**

Country Belarus

UNDAF Outcome(s)/Indicator(s):

*(Link to UNDAF outcome., If no UNDAF, leave blank)*

Expected Outcome(s)/Indicator (s):

9. Clean energy technologies promoted through energy efficiency, renewable energy, and technology demonstration/leapfrogging, to reduce emissions/ Annual CO<sub>2</sub> emissions reduction  
*(CP outcomes linked t the SRF/MYFF goal and service line)*

Expected Output(s)/Indicator(s):

National Energy-efficient Housing Programme / National Energy-efficient Housing Programme in operation  
*(CP outcomes linked t the SRF/MYFF goal and service line)*

Programme Period: 2006-2010  
Programme Component: Environmental Sustainability  
PPG Title: **Improving Energy Efficiency in New Residential Buildings in the Republic of Belarus**

ATLAS Project ID: 00075181  
ATLAS Award ID: 00059928  
PIMS 4290  
Duration: June 2010 - March 2011  
Management Arrangement: UNDP CO execution

Total budget:	USD 120,000
Allocated resources:	
• GEF	USD 60,000
In kind contributions	
o Government of Belarus	USD 60,000

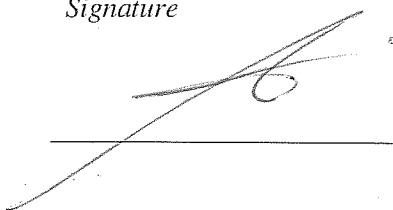
**AGREED BY UNDP RESIDENT REPRESENTATIVE:**

*Name and Position*

*Signature*

*Date: Month, Day, Year*

Mr. Antonius Broek,  
Resident Representative, UNDP  
Belarus



08.06.10

## **Section I. Brief Description of Initiation Plan** (one paragraph narrative)

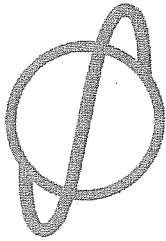
The objective of this Project Preparation Grant (PPG) is to develop a full project document for a UNDP/GEF project in the Climate Change focal area addressing barriers to help ensure that energy efficiency best practices are carried out in the construction of new residential buildings in Belarus, reducing energy consumption in new residential buildings by on average at least 70% when compared to the existing building stock. PPG proposal approved by the GEF Secretariat is presented in the Section II below.

UNDP Belarus will lead the project development process and manage the PPG budget. The PPG Atlas budget is presented in the Section III "Total Budget and Work Plan". UNDP Belarus will be responsible for selection and recruitment of PPG consultants (local and international), developing TORs, arranging travel and meetings, along with maintaining project disbursements. A tentative list of local and international consultants to be financed by the PPG is attached to the PPG proposal.

Quality assurance and technical advice for the full project development will be provided by the UNDP/GEF Climate Change Regional Unit (Bratislava).

Two stakeholder meetings will be carried out in the framework of PPG implementation. The first meeting will be organized at the beginning of the PPG to inform the stakeholders about the PPG objectives and activities, and to gather stakeholder support to PPG and project implementation. The second meeting will be held at the PPG end, and will analyze PPG results and endorse outcomes. Regular consultations (working meetings) will be carried out among key the PPG participants (the Department on Energy Efficiency under the State Committee on Standardization of Belarus, the Ministry of Architecture and Construction of Belarus, the Ministry of Natural Resources and Environmental Protection of Belarus, UNDP, and project consultants) to plan for the project preparation activities, review TORs for the key experts/consultants, analyze information gaps, *etc.*

Section II. GEF PPG approved grant document and TBWP



GEF

**REQUEST FOR PROJECT PREPARATION GRANT (PPG)**

**PROJECT TYPE: MEDIUM-SIZED PROJECT  
THE GEF TRUST FUND**

**Submission date:** 16 March, 2010  
**Resubmission Date:** 20 April, 2010  
**Resubmission Date:** 28 April, 2010

**GEF PROJECT ID<sup>1</sup>:** 4228  
**GEF AGENCY PROJECT ID:** 4290  
**COUNTRY(IES):** Belarus  
**PROJECT TITLE:** Improving Energy Efficiency in New Residential Buildings in the Republic of Belarus  
**GEF AGENCY(IES):** UNDP  
**OTHER EXECUTING PARTNER(S):** Department on Energy Efficiency under the State Committee on Standardization of Belarus, Ministry of Architecture and Construction, Ministry for Environment  
**GEF FOCAL AREA(S):** Climate Change  
**GEF-4 STRATEGIC PROGRAM(S):** CC- SPI Building EE  
**NAME OF PARENT/PROGRAM/UMBRELLA PROJECT (if applicable):**

**A. PROJECT PREPARATION TIMEFRAME**

Start date of PPG	June 2010
Completion date of PPG	February 2012

**B. PAST PROJECT PREPARATION ACTIVITIES (\$)** N/A

List of Past Project Preparation Activities	Output of the Activities	Project Preparation Amount (a)	Co-financing (b)	Total c = a + b
Total Project Preparation Financing				

<sup>1</sup> Project ID number will be assigned by GEFSEC. If PIF has already been submitted, please use the same ID number as PIF.

### C. PROPOSED PROJECT PREPARATION ACTIVITIES (\$)

Describe the PPG activities and justifications:

- (i) Baseline data collection and information gap analysis would entail: (a) collection and analysis of financial, economic, and social context in Belarus looking specifically at technical, financial and economic aspects of residential buildings energy performance, preliminary assessment of residential buildings energy performance (electric and thermal energy) to determine existing level of energy consumption, and identify major barriers and opportunities for improvement of energy in new buildings and application of integrated building design approach; (b) assessment of capacities of the construction sector including manufacturers of construction materials; (c) assessment of the existing energy consumption auditing and energy efficiency certification practices at the local, regional, and national levels; and (d) baseline assessment for building sector.
- (ii) Analysis of institutional, regulatory and legal context pertaining to promotion of energy efficiency in residential buildings and identification of the main gaps. This will include: (a) an assessment of existing national policies, legal and regulatory framework related to energy efficiency in residential buildings in Belarus; (b) detailed analysis of the building codes applied to design and construction of residential buildings as well as other norms and standards related to promotion of integrated building design approach, monitoring and enforcement mechanisms; (c) assessment of the institutional arrangements for energy efficiency management in residential buildings at the stages of planning, design, construction and operation, and identification of institutional capacity gaps and measures to bridge these gaps; (d) assessment of the existing human capacity with respect to planning, designing, constructing and operating energy efficient residential buildings, identification of capacity building needs and formulation of project activities to address these needs.
- (iii) Stakeholder analysis and participation plan: Definition of specific means through which stakeholder participation will be ensured in the execution of the FSP. Different Governmental and private sector stakeholders will be assessed with respect: (a) their roles, functions and/or responsibilities in terms of energy efficiency in residential buildings; (b) their interests in the proposed project activities; (c) their influence on, and importance in, the implementation of the proposed project activities; and (d) their capacity constraints in supporting or implementing project activities. The focus of this assessment will be on identifying potential incentives and the capacity development needs of the stakeholder groups to ensure the sustainability of project investments beyond the term of the project. The following specific outputs are sought from this activity: (a) a detailed profile of the main stakeholders involved in the implementation; (b) recommendations for capacity building
- (iv) Selection of Demonstration Projects  
This will involve determining the location, scope and type of the demonstration projects and then the criteria and selection procedures by which the demonstration buildings will be selected under the project including baseline data on the potential demonstration sites. The terms of reference for the selection of the demonstration projects will be attached as an appendix to the project document.
- (v) Feasibility analysis and budget  
PPG funding will be used to assess the feasibility and to develop the detailed budget for the proposed project strategy. Preparatory activities under this component will cover: (a) assessment of the social, economic and financial sustainability of proposed project activities; (b) assessment of the alternatives to the project strategy, establishing the cost effectiveness of the preferred strategy and suite of activities, finalizing the incremental-cost analysis of the project; (c) calculating the GHG emission reductions under a business-as-usual scenario. (d) development of a replication strategy for project activities; (e) development of a monitoring and evaluation plan and budget;

and (f) costing the expected project outcomes and outputs, identify co-financing sources and secure co-financing commitments.				
List of Proposed Project Preparation Activities	Output of the PPG Activities	Project Preparation Amount (a)	Co-financing (b)	Total c = a + b
Baseline data collection and information gap analysis	a) preliminary assessment of new residential buildings energy performance (electric and thermal energy); (b) collected, analysed and collated information on technical, financial and economic aspects of residential buildings energy performance, socio-economic and capacity barriers to effective promotion of EE in buildings and application of integrated building design approach; (c) assessment of capacities of the construction sector including manufacturers of construction materials; (e) assessment of the existing energy consumption auditing and energy efficiency certification practices at the local, provincial, and national levels; and (f) CO2 emission model and baseline assessment for building sector.	19,000	31,500	50,500
Analysis of institutional, regulatory and legal context	(a) an assessment of existing national policies, legal and regulatory	8,000	8,000	16,000

	<p>framework related to energy efficiency in residential buildings in Belarus; (b) analysis of lessons to be learned from other UNDP GEF EE buildings projects in the region (c) detailed analysis of the building codes applied to design and construction of residential buildings as well as other norms and standards related to promotion of integrated building design approach, monitoring and enforcement mechanisms; (d) assessment of the institutional arrangements for energy efficiency management in residential buildings at the stages of planning, design, construction and operation, and identification of institutional capacity gaps and measures to bridge these gaps; (d) assessment of the existing human capacity with respect to planning, designing, constructing and operating energy efficient residential buildings, identification of capacity building needs and formulation of project activities to address these needs.</p>			
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Stakeholder analysis and participation plan.	(a) a detailed profile of the main stakeholders involved in the implementation; (b) recommendations for capacity building and institutional mainstreaming actions; (c) a stakeholder involvement strategy and participation plan for the project implementation phase; and 4) a description of the project governance and implementation arrangements.	5,000	5,000	10,000
Scoping of demonstration projects.	(a) type and scope of demonstration projects identified; (b) set of criteria for selection of demonstration pilots; (c) possible demonstration sites selected; (d) baseline information on the selected demonstration sites collected, analysed and collated (e) emission reduction from the pilot project calculated.	18,000	7,500	25,500
Feasibility study and budget	a) assessment of the social, economic and financial sustainability of proposed project activities; (b) assessment of the alternatives to the project strategy, establishing the cost effectiveness of the	10,000	8,000	18,000

	preferred strategy and suite of activities, finalizing the incremental-cost analysis of the project; (c) replication strategy for project activities; (d) monitoring and evaluation plan and budget; and (e) co-financing sources identified and co-financing commitments secured.				
<b>Total Project Preparation Financing</b>				60,000	120,000

**D. FINANCING PLAN SUMMARY FOR PROJECT PREPARATION GRANT: (\$)**

	Project Preparation	Agency Fee
GEF financing	60,000	6,000
Co-financing	60,000	
<b>Total</b>	<b>120,000</b>	<b>6,000</b>

**E. PPG REQUESTED BY AGENCY(IES), FOCAL AREA(S) AND COUNTRY(IES) 1 : N/A**

GEF Agency (select)	Focal Area (select)	Country Name/ Global	(in \$)	
			PPG (a)	Agency Fee (b)
<b>Total PPG Requested</b>				<b>Total</b> c = a + b

<sup>1</sup> No need to provide information for this table if it is a single focal area, single country and single GEF Agency project.




**F. PPG BUDGET REQUEST**

Cost Items	Total Estimated Person Weeks for GEF Grant (PW)	GEF (\$)	Co-financing (\$)	Total (\$)
Local consultants *	70	25,200	55,000	80,200
International consultants*	10	30,000	-	30,000
Travel		4,800	5,000	9,800
Miscellaneous		-	-	-
<b>Total PPG Budget</b>		<b>60,000</b>	<b>60,000</b>	<b>120,000</b>

\* Annex A for Consultant cost details should be prepared first before completing this table. See notes on Annex A for the required detailed information. This table is the sum of all local and international consultants presented in Annex A.

**G. GEF AGENCY(IES) CERTIFICATION**

This request has been prepared in accordance with GEF policies and procedures and meets the GEF criteria for project identification and preparation.

Agency Coordinator, Agency name	Signature	Date (Month, day, year)	Project Contact Person	Telephone	Email Address
Yannick Glemarec, UNDP/GEF Executive Coordinator		April 20, 2010	John O'Brien, Regional Technical Advisor – Climate Change Mitigation	+421 917 415 017	<a href="mailto:john.obrien@undp.org">john.obrien@undp.org</a>

Consultants Financed by the Project Preparation Grant (PPG)

Position / Titles	\$/ Person Week <sup>1</sup>	Estimated PWs <sup>2</sup>	Tasks to be performed
<p><b>Local</b> Team Leader – Specialist in Buildings Energy Efficiency</p>	450	24	<p>Coordinate the work of the four man national expert team. Coordination of negotiations for co-financing. Design of the project activities. Collect and analyze of financial, economic, and social context in Belarus looking specifically at technical, financial and economic aspects of residential buildings energy performance; conduct preliminary assessment of residential buildings energy performance (electric and thermal energy) to determine existing level of energy consumption, and identify major barriers and opportunities for improvement of energy in residential buildings and application of integrated building design approach. Together with the construction specialist conduct assessment of the existing human capacity with respect to planning, designing, constructing and operating energy efficient residential buildings, identification of capacity building needs and formulation of project activities to address these needs. Identify scope and recommended activities for the FSP; develop logical framework and impact indicators for FSP. Develop logical framework and impact indicators for FSP. Together with the GHG monitoring and accounting specialist, and the Expert in Energy Policy, analyze opportunities for direct and indirect energy saving and GHG emission reductions from the introduction of integrated building design and new energy efficient norms for building construction and maintenance in residential sector; come up with direct and indirect GHG emission reduction estimate for FSP, based on the input from other experts. Perform assessment of the existing national legal and regulatory framework related to energy efficiency in residential buildings in Belarus; perform detailed analysis of the building codes applied to design and construction of residential buildings as well as other norms and standards related to promotion of integrated building design approach, monitoring and enforcement mechanisms. Identify scope and recommended activities for the FSP, based on the input from other experts.</p>
<p>National Expert in Energy Policy</p>	400	24	<p>Performs assessment of the existing energy consumption auditing and energy efficiency certification practices at the local, regional, and national levels; and CO2 emission model and baseline assessment for building sector. Perform assessment of the institutional arrangements for energy efficiency management in residential buildings at the stages of planning, design, construction and operation, and identification of institutional capacity gaps and measures to bridge these gaps;</p>

			<p>Assess potential costs and benefits of energy saving measures in residential buildings; assess cost effectiveness of energy performance of existing residential buildings; store and analyze data on energy consumed to assess costs and benefits of energy saving measures; identify scope and recommended activities for the FSP; develop logical framework and impact indicators for FSP. Together with the GHG monitoring and accounting specialist, and the Specialist in Buildings Energy Efficiency, analyze opportunities for direct and indirect energy saving and GHG emission reductions from the introduction of integrated building design and new energy efficient norms for building construction and maintenance in residential sector; Perform assessment of the existing national legal and regulatory framework related to energy efficiency in residential buildings in Belarus; perform detailed analysis of the building codes applied to design and construction of residential buildings as well as other norms and standards related to promotion of integrated building design approach, monitoring and enforcement mechanisms. Identify scope and recommended activities for the full size project and elaborate on cooperation modalities with other similar projects in Belarus.</p>
Construction specialist	400	6	<p>Perform baseline assessment for building sector with respect to construction energy efficient residential buildings. Make analysis on construction materials used in building construction sector, collect information on local producers of construction materials; propose locally available energy efficient materials that can be used for building construction; assess capacities of the construction sector including manufacturers of construction materials; together with the energy policy specialists conduct assessment of the existing human capacity with respect to planning, designing, constructing and operating energy efficient residential buildings, identification of capacity building needs and formulation of project activities to address these needs. Identify scope and recommended activities for the FSP. This work includes an analysis of options to integrate renewable energy options into the construction designed.</p>
GHG monitoring and accounting specialist	400	6	<p>Calculate all GHG emission reductions from this project, both direct and indirect and provide detailed justification of these calculations. Establish GHG monitoring system for the project. Analyze opportunities for direct and indirect energy saving and GHG emission reductions from the introduction of integrated building design and new energy efficient norms for building construction and maintenance in residential sector; assess the integrated building design approach' capacities to reduce GHG emissions and to mitigate the adverse impact expected from climate change; and come up with direct and indirect GHG emission reduction estimate for FSP.</p>
<b>International</b>			
Energy efficiency in Buildings Specialist	3750	8	<p>Write the Project Document and the request for CEO endorsement with support from the national experts. Review baseline information delivered by the local experts and co2 calculations. Review and</p>

		<p>analyze the description of barriers to the effective promotion of EE in residential buildings and integrated building design approach. Suggest international best practices on the integrated building design approach and energy information management system in energy and building construction sectors. Design the project strategy, including: (a) analysis of barriers which hamper the promotion of energy efficiency in buildings; (b) design of the project strategy: objective, outcomes, outputs; (c) development of a monitoring and evaluation framework with performance indicators to assess progress and impact of the FSP – including logframe; (d) the choice of project sites and types of demonstration projects; (e) a set of CC indicators (tons CO<sub>2</sub>eq avoided, adoption of standards and codes, kWh or TOE of energy saved in new construction per sq. meter) to track the project's progress and effectiveness, baseline and target values on indicators; (f) cost effectiveness analysis to identify the most effective project alternative; (g) recommend interventions to address the knowledge barriers; (h) sustainability plan: institutional ecological, social and financial; (i) development of a replication strategy detailing how on-sites lessons will be replicated to buildings over time; (j) Program for dissemination of information and lessons learned from the FSP elaborated; (k) incremental cost analysis.</p>
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<sup>1</sup> Provide dollar amount per person week.

<sup>2</sup> Provide person weeks needed to carry out the task and corresponds to the dollar amount per person week in the previous column.

Section III. Total Budgets and Work Plans

<b>Award ID:</b>	00059928									
<b>Award Title:</b>	GEF-4290 CC PPG: Energy Efficiency in Buildings									
<b>Business Unit:</b>	BLR 10 (UNDP Belarus)									
<b>Project Title:</b>	GEF-4290 CC PPG: Energy Efficiency in Buildings									
<b>Project ID: PIMS no.4290</b>	00075181									
<b>Implementing Partner (Executing Agency)</b>	UNDP Belarus CO									
<b>GEF Outcome/Atlas Activity</b>	<b>Responsible Party/Implementing Agent</b>	<b>Fund ID</b>	<b>Donor Name</b>	<b>Atlas Budgetary Account Code</b>	<b>ATLAS Budget Description</b>	<b>Amount Year 1 (USD)</b>	<b>Total (USD)</b>			
<b>OUTCOME 1:</b> Baseline data collection and information gap analysis.	UNDP	62000	GEF	71300	Local Consultants	6,500	6,500			
			GEF	71200	International Consultants	10,000	10,000			
			GEF	71600	Travel	2,500	2,500			
					<b>Total Outcome 1</b>	<b>19,000</b>	<b>19,000</b>			
<b>OUTCOME 2:</b> Analysis of institutional, regulatory and legal context	UNDP	62000	GEF	71300	Local Consultants	8,000	8,000			
					<b>Total Outcome 2</b>	<b>8,000</b>	<b>8,000</b>			
<b>OUTCOME 3:</b> Stakeholder analysis and participation plan.	UNDP	62000	GEF	71300	Local Consultants	3,000	3,000			
			GEF	71200	International Consultants	2,000	2,000			
					<b>Total Outcome 3</b>	<b>5,000</b>	<b>5,000</b>			
			GEF	71300	Local Consultants	5,700	5,700			
<b>OUTCOME 4:</b> Scoping of demonstration projects.	UNDP	62000	GEF	71200	International Consultants	10,000	10,000			
			GEF	71600	Travel	2,300	2,300			
					<b>Total Outcome 4</b>	<b>18,000</b>	<b>18,000</b>			
			GEF	71300	Local Consultants	2,000	2,000			
<b>OUTCOME 5:</b> Feasibility study and budget.	UNDP	62000	GEF	71200	International consultants	8,000	8,000			
					<b>Total Outcome 5</b>	<b>10,000</b>	<b>10,000</b>			
					<b>PROJECT TOTAL</b>	<b>60,000</b>	<b>60,000</b>			

