

**Project Document Format for non-CPAP Countries or Projects outside a CPAP**

**United Nations Development Programme  
Country: Global  
Project Document**

**Project Title** Sustainable Energy for All

**Strategic Plan Outcome(s):** Expanding access to environment and energy services for the poor.

**Expected Output(s):** Scaled up efforts by a wide range of partners to accelerate sustainable energy for all

**Executing Entity:** UNDP

**Implementing Agencies:**

**Brief Description**

The Secretary-General's Sustainable Energy for All (SE4ALL) initiative was launched in 2011 to catalyze and mobilise all stakeholders to take concrete action towards three critical objectives to be achieved by 2030: (1) ensuring universal access to modern energy services; (2) doubling the global rate of improvement in energy efficiency; and (3) doubling the share of renewable energy in the global energy mix. Accomplishing these objectives by 2030 will require action by all countries and all stakeholders.

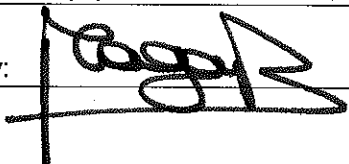
The objective of this project is to support the implementation of the Sustainable Energy for All initiative, focused on: 1) scaling up action by supporting the development, facilitation and execution of plans of country action and by facilitating cross-cutting, thematic high-impact opportunities in support of the three objectives; and 2) mobilization of all stakeholders, through, among other, support for effective internal and external communications, global awareness-raising initiatives, knowledge-management as well as activities related to the integration of SE4ALL into the post-2015 development agenda discussions and relevant international processes.

Programme Period:	<u>2013-2016</u>
Key Result Area (Strategic Plan)	<u>Environment and sustainable development</u>
Atlas Award ID:	_____
Start date:	<u>1 July 2013</u>
End Date	<u>30 June 2016</u>
PAC Meeting Date	_____

Total resources required	<b><u>US\$ 5,000,000</u></b>
Total allocated resources:	<b><u>US\$ 1,003,950</u></b>
• Regular	
o BDP (11888)	US\$ 296,000
o OFRM (02900)	US\$ 296,000
• Other:	
o MPTF/SE4ALL	<u>US\$ 411,950</u>
o	
o Donor	_____
o Government	_____
Unfunded budget:	<u>US\$ 3,996,050</u>
In-kind Contributions	

Agreed by: Magdy Martinez-Soliman, Officer-in-Charge, BDP

Agreed by:

 15 July 2013

## I. SITUATION ANALYSIS

Energy is the golden thread that connects economic growth, increased social equity, and an environment that allows the world to thrive. Yet 1.2 billion people— nearly one in five globally— lack electricity to light their homes or conduct business. Forty percent of the world's population — 2.8 billion people — still rely on wood, charcoal, animal, crop waste or other solid fuels to cook their food and heat their homes — breathing in toxic smoke that causes lung disease and kills nearly 4 million people a year, most of them women and children.<sup>1</sup> Where modern energy services are plentiful, the challenge is different with emissions of carbon dioxide and other greenhouse gases from fossil fuels contributing to changes in the Earth's climate.

Energy is central in order to reach the Millennium Development Goals (MDGs), including many development goals that extend far beyond the energy sector—eradicating poverty, increasing food production, providing clean water, improving public health, enhancing education, creating economic opportunity, and empowering women, as well as an integral part of creating sustainable development, including environmental sustainability. A shift towards more sustainable energy sources is also essential in addressing environmental sustainability, while tackling climate change challenges.

The world needs to ensure that the benefits of modern energy are available to all and that energy is provided as cleanly and efficiently as possible. Addressing a transition to a radically different, and inclusive, energy system is a generational challenge. Energy access is a vital catalyst to wider social and economic development, enabling education, health and sustainable agriculture, while creating jobs. Improving energy efficiency cuts out waste and gets more done with the same amount of energy, which in turn can increase global resource productivity, create new economic growth areas with local job creation, and increase the quality of life of all citizens. Investing in renewable energy can create local jobs and growth, contribute to bringing modern energy to under-served populations, and improve energy security for countries that lack domestic resources, while significantly contributing to a reduction in greenhouse gas emissions and local pollution.

According to the International Energy Agency (IEA), providing modern energy to all by 2030 is technically fully achievable, but the annual investment to do so must be increased to more than five-times existing levels and the extra spending must be matched by public-sector reforms. IEA estimates that investments of \$48 billion per year are needed to provide universal access to modern energy. This is only around 3% of projected global energy investment. The majority of the additional investment is required in sub-Saharan Africa.<sup>2</sup> In addition, IEA has demonstrated that universal access would only increase global energy demand by 1% in 2030 and CO<sub>2</sub> emissions by 0.6%.<sup>3</sup>

As regards energy efficiency, a cumulative investment of \$8.2 trillion, which would be needed to double the global rate of improvement in energy efficiency by 2030, is more than offset by fuel cost savings of \$10.6 trillion, leading to a global economic boost of \$11.4 trillion over the period 2012-2030, according to IEA's Efficient World Scenario.<sup>4</sup> Renewable energy currently constitutes 18% of the global energy mix, yet the costs of technologies to capture renewable energy are becoming economically competitive with fossil fuels. The world's investment in clean energy more than doubled in the last five years —to \$260 billion in 2011<sup>5</sup>.

Pursuing the three objectives of Sustainable Energy for All in concert will maximize their benefits and assist their implementation. The three objectives are in many ways complementary and reinforce each other. Increased energy efficiency, for example, makes the renewables target easier to reach because less energy is needed to power end-use devices. Conversely, achieving

<sup>1</sup> Lim SS. et al. A comparative risk assessment of burden of disease and injury attributable to 67 risk factors and risk factor clusters in 21 regions. *The Lancet*, 2012.

<sup>2</sup> World Energy Outlook: Financing Access for the Poor (2011)

(<http://www.iea.org/publications/worldenergyoutlook/resources/energydevelopment/energyforallfinancingaccessforthepoor/>)

<sup>3</sup> World Energy Outlook 2012: Factsheets (<http://www.worldenergyoutlook.org/media/weowebiste/2012/factsheets.pdf>)

<sup>4</sup> International Energy Agency, World Energy Outlook, 2012.

<sup>5</sup> Bloomberg New Energy Finance, 2012.

universal access to modern energy services is linked to the other two objectives. These overlapping issues need to be tackled together, not in isolation, recognising specific conditions and circumstances at various levels.

Many factors, however, currently impede progress towards sustainable energy for all, including technological and economic readiness of clean energy solutions. More specifically, progress is often hampered by path dependence caused by the existing global energy infrastructure, financial obstacles caused by the high initial costs of clean energy technologies, including advanced fossil fuel technologies, pricing and regulatory policies and practices that diminish returns on capital and impede private investment in energy or that ignore the external costs of conventional energy sources – for example, the environmental and health costs of pollution, or the economic and security costs of dependence on imported fuels, and business models that are based on the long history of public and private monopolies in the energy sector.

Leaders in government, business and civil society have increasingly recognised the critical importance of energy in reducing poverty and advancing sustainable development, and expressed their commitment to sustainable energy for all. Such commitments include: the Oslo Conference on Energy for All (2011), the Rio+20 outcome document (2012), the GA declarations of 2012 as the International Year for Sustainable Energy for All and 2014-2024 as the UN Decade of Sustainable Energy for All, the Conference of Energy Ministers of Africa (2012), the EU Sustainable Energy for All Summit (2012), the Ministerial Conference on Achieving Sustainable Energy for All in SIDS (2012), and the 3<sup>rd</sup> and 4th Clean Energy Ministerial Conference (2012/2013).

To make further progress, strong leadership and commitment will be needed at local, national, regional and global levels to address and create, among other, stable policy and regulatory frameworks, financing options for a transformation to sustainable energy solutions, increased capacity building in developed and developing countries, strengthened support for research and development; and intensified communication and awareness about challenges and opportunities.

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## II. STRATEGY

In 2011, the Secretary-General launched his global Sustainable Energy for All initiative (SE4ALL) to catalyze and mobilise all stakeholders to take concrete action towards three critical objectives to be achieved by 2030:

- ensuring universal access to modern energy services;
- doubling the global rate of improvement in energy efficiency; and
- doubling the share of renewable energy in the global energy mix.

Accomplishing these objectives by 2030 will require action by all countries and all stakeholders to shape the policy and investment decisions needed for a brighter energy future. Industrialized countries must accelerate the transition to low-emission technologies. Developing countries, many of them growing rapidly and at large scale, have the opportunity to leapfrog conventional energy options in favour of cleaner energy alternatives that will drive growth and enhance economic and social development. SE4ALL's success depends on a strong and diverse global network comprised of key stakeholders – individuals, organizations, and groups – working together to address a series of common issues.

To encourage, facilitate and guide such actions by all stakeholders, a Strategic Work Plan 2013-2015<sup>6</sup> has been developed to guide the implementation of the initiative over the next three years.

Within this overall framework, this project is aimed at supporting the implementation of the Secretary-General's Sustainable Energy for All initiative. This project is specifically focused on supporting the work of the Global Facilitation Team, as the global secretariat for the initiative, with particular focus on:

1) Scaling up action by supporting the successful development, facilitation and execution of plans at the country level and facilitating cross-cutting, thematic high-impact opportunities (HIOs). This entails, inter alia, support for:

- Identification, convening and mobilization of stakeholders among government, UN, international organizations, civil society, and private sector leaders, through partners on the ground, including UNDP, country offices and regional service centers.
- development of national plan of action for SE4ALL,
- specific activities that are directly of relevance to country action such as bottom-up solutions.
- development of work plans to facilitate country action and HIOs, by working with a wide array of partners, including GEF projects and UNDP (including Small Grants Programme).
- report and manage progress.
- South-South and Triangular Cooperation to enable a continuous process of capacity development in countries.

2) Mobilization of all stakeholders, through, among other, support for:

- effective internal and external communications, including global awareness-raising initiatives,
- knowledge-management
- activities related to the integration of SE4ALL into relevant international processes, such as those related to the Post-2015 Development Agenda, the Sustainable Development Goals (SDGs), and other relevant international processes including the SE4ALL Decade,
- development and roll-out of effective communications for driving global awareness related to energy initiatives in cooperation with main stakeholders.
- One of the contributions from this project is to codify and share lessons learned from significant work undertaken by UNDP at regional and national level, with a focus on showcasing actionable examples of effective results delivery in support of the initiative.

The Sustainable Energy for All initiative is coordinated by the Secretary-General's Special Representative (SRSG) who also acts as Chief Executive for the Sustainable Energy All initiative,

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<sup>6</sup> See Annex D for the strategic work plan, as endorsed by the Executive Committee of the Sustainable Energy for All initiative.

supported by a Global Facilitation Team (GFT) that works under the guidance of the SRSG/Chief Executive. This project, administered by UNDP, is implemented under the overall guidance of the SRSG/Chief Executive and managed on a day-to-day basis by UNDP-administered staff members of the GFT.

### III. RESULTS AND RESOURCES FRAMEWORK

<p><b>Intended Outcome</b> Strengthened commitment and action to advance sustainable energy for all</p>			
<p><b>Outcome indicators</b></p> <ul style="list-style-type: none"> <li>- Number of countries with concrete plans of action to accelerate action towards sustainable energy for all</li> <li>- Increased engagements of the private sector with the initiative, through High Impact Opportunities (HIOs)</li> <li>- Increased global consensus towards integrating energy into the post-2015 development agenda.</li> </ul>			
<p><b>Applicable Key Result Area (from 2008-13 Strategic Plan):</b> Expanding access to environmental and energy services for the poor.</p>			
<p><b>Partnership Strategy:</b> The Sustainable Energy for All initiative is a global multi-stakeholder partnership, coordinated by the Secretary-General's Special Representative (SRSG). It will liaise with UNDP, UN Resident Coordinators and UN Country Team at the country level to help coordinate the on-the-ground work, by working with governments, IFIs, bilateral donors, businesses and CSOs.</p>			
<p><b>Project title and ID (ATLAS Award ID):</b></p>			
INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES
<p><b>Output 1</b> Effective support by the the Global Facilitation Team for the development, facilitation and successful execution of plans to scale up country level action and facilitate cross-cutting, thematic high-impact opportunities (HIOs).</p> <p><u>Baseline:</u> Limited data available.</p>	<p><b>Targets (multi-year)</b></p> <ul style="list-style-type: none"> <li>-Programs formulated and under implementation to scale-up and accelerate the provision of electricity, and clean and efficient cooking and heating solutions at country as well as at global level.</li> <li>-Programs and actions formulated and under</li> </ul>	<p><b>Activity Result</b></p> <ul style="list-style-type: none"> <li>-Support for the identification and convening of lead stakeholders among government, UN, international organizations, civil society, and private sector leaders. This especially include mobilising Resident Coordinator networks to support in-country dialogues, facilitation and support for national action plans, support for bottom-up solutions and support for lessons learnt.</li> <li>-Assistance to the process of formalizing</li> </ul>	<p>Project Manager Project Team (SE4ALL Global Facilitation Team)</p> <p>Key stakeholders to be identified through process.</p>

<p><u>Indicators:</u></p> <ul style="list-style-type: none"> <li>-Number of country programs and action plans established.</li> <li>-Number of HIOs established.</li> </ul>	<p>Implementation to increase global energy efficiency and the use of renewable energy.</p> <p><u>Indicators:</u></p> <ul style="list-style-type: none"> <li>→30 (number of established country programs).</li> <li>→30 (number of HIOs).</li> </ul>	<p>stakeholder relationships with SE4ALL.</p> <ul style="list-style-type: none"> <li>-Support development and finalization of work plans to facilitate country action and HIOs, including process guide for HIO integration into country actions.</li> <li>-Support for lead stakeholders as they conduct and execute activities at country level and through high-impact opportunities.</li> <li>-Report and manage progress, including knowledge management.</li> </ul>	
<p><b>Output 2</b></p> <p>Effective outreach, stakeholder mobilization and internal/external communications, including global awareness-raising initiatives, knowledge-management as well as activities related to the integration of SE4ALL into relevant international processes.</p> <p><u>Baseline:</u></p> <p>Limited data available.</p> <p><u>Indicators:</u></p> <ul style="list-style-type: none"> <li>-Number of knowledge products developed.</li> <li>-Number of outreach activities conducted.</li> <li>-Increase in traffic to website and social media related to SE4ALL.</li> <li>-Increase in number of partners.</li> <li>-Number of national and regional consultations on energy.</li> <li>-Number of political endorsements of SE4ALL at national, regional &amp; global level.</li> </ul>	<p><b>Targets (multi-year)</b></p> <ul style="list-style-type: none"> <li>-Efforts to integrate SE4ALL into international processes underway.</li> <li>-External communications underway, incl drafting, editing, designing, printing.</li> <li>-Internal communications underway, including drafting, editing, designing and printing of relevant material.</li> <li>→10</li> <li>→10</li> <li>→x10</li> <li>→x5</li> <li>→20</li> <li>~10</li> </ul>	<p><b>Activity Result</b></p> <ul style="list-style-type: none"> <li>-Support the integration of sustainable energy into global processes, such as those related to the Post-2015 Development Agenda, the Sustainable Development Goals (SDGs), and other relevant international processes including the SE4ALL Decade.</li> <li>-Support the development and roll-out of effective internal communications for initiative, and external communications for driving global awareness related to energy initiatives in cooperation with main stakeholders.</li> <li>- Document and share best practices from UNDP at both regional and country levels, with a focus on show-casing actionable examples of effective results delivery in support of the initiative.</li> </ul>	<p>Project Manager Project Team (SE4ALL Global Facilitation Team)</p> <p>Key stakeholders to be identified through process.</p>

#### IV. ANNUAL WORK PLAN

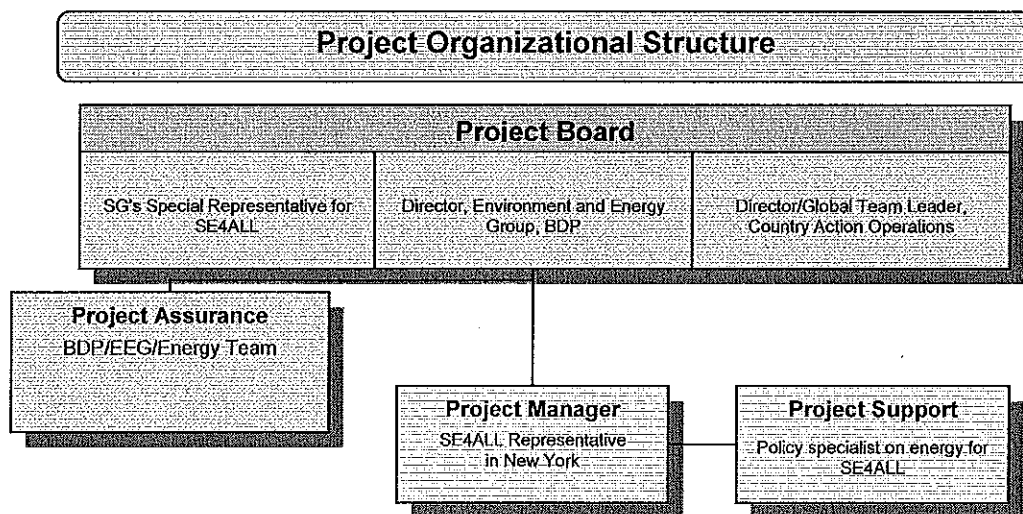
3 Years (2013-2016, initiated 2013 Q2)

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMEFRAME				RESPONSIBLE PARTY	Funding Source	PLANNED BUDGET	
		2013	2014	2015	2016			Budget Description	Amount (USD)
<p><b>Output 1</b></p> <p>Support for the development, facilitation and successful execution of plans to scale up country level action and facilitate cross-cutting, thematic high-impact opportunities (HIOs).</p> <p><b>Baseline:</b> Limited data available.</p> <p><b>Indicators:</b> -Number of country programs and action plans established (30). -Number of HIOs established (30).</p> <p><b>Targets (multiyear):</b> -Programs underway to scale-up and accelerate the provision of electricity, and clean and efficient cooking and heating solutions at country as well as at global level. -Programs and actions underway to increase global energy efficiency and the use of renewable energy.</p>	<p>1. Activity</p> <p>-Support for the identification and convening of lead stakeholders among government, UN, international organizations, civil society, and private sector leaders. This especially include mobilising Resident Coordinator networks to support in-country dialogues, facilitation and support for national action plans, support for bottom-up solutions and support for lessons learnt.</p> <p>-Assistance to the process of formalizing stakeholder relationships with SE4ALL.</p> <p>-Support development and finalization of work plans to facilitate country action and HIOs, including process guide for HIO integration into country actions.</p> <p>-Support for lead stakeholders as they conduct and execute activities at country level and through high-impact opportunities.</p> <p>-Report and manage progress, including knowledge management.</p>	200,000	400,000	400,000	200,000	UNDP/BDP	<p>2013: First 24 months: 50% from BDP (11888)</p> <p>2014: International staff: 400,000 <b>Total: 400,000</b></p> <p>2015: 50% from OFRM (02900)</p> <p>2016: Last 12 months: (funding source to be identified)</p>	<p>International staff: 200,000 <b>Total: 200,000</b></p> <p>International staff: 400,000 <b>Total: 400,000</b></p> <p>International staff: 400,000 <b>Total: 400,000</b></p> <p>International staff: 200,000 <b>Total: 200,000</b></p>	1,200,000



<p><b>Output 2</b> Support for effective outreach, stakeholder mobilization and internal/external communications, including global awareness-raising initiatives, as well as activities related to the integration of SE4ALL into relevant international processes.</p> <p><u>Baseline:</u> Limited data available.</p> <p><u>Indicators:</u> -Number of knowledge products developed. (10) -Number of outreach activities conducted. (10) -Increase in traffic to website and social media related to SE4ALL. (x10) -Increase in number of partners. (x5) -Number of national and regional consultations on energy. (20) -Number of political endorsements of SE4ALL at national, regional and global level. (~10) <u>Targets (multi-year)</u> -Efforts to integrate SE4ALL into international processes underway. -External communications underway, including drafting, editing, designing and printing of relevant communications materials. -Internal communications underway, including drafting, editing, designing and printing of relevant material.</p>	<p>-Support the integration of sustainable energy into the processes of the Post-2015 Global Development Framework, the Sustainable Development Goals (SDGs), and other relevant international processes including the SE4ALL Decade.</p> <p>-Support the development and roll-out of effective internal communications for initiative, and external communications for driving global awareness related to energy initiatives in cooperation with main stakeholders</p> <p>- Document and share best practices from UNDP at both regional and country levels, with a focus on showcasing actionable examples of effective results delivery in support of the initiative.</p>	600,000	1,200,000	1,200,000	800,000	SE4ALL Global Facilitation Team	MPTF for SE4ALL	<p><b>2013:</b> International staff: 350,000 Consultants/subcontract: 100,000 Travel: 50,000 Workshop/events: 70,000 Admin/Operational support: 30,000 <u>Total: 600,000</u></p> <p><b>2014:</b> International staff: 550,000 Consultants/subcontract: 300,000 Travel: 100,000 Workshop/events: 190,000 Admin/Operational support <u>Total: 1,200,000</u></p> <p><b>2015:</b> International staff: 550,000 Consultants/subcontract: 500,000 Travel: 100,000 Workshop/events: 180,000 Administrative/Operational support: 70,000 <u>Total: 1,200,000</u></p> <p><b>2016:</b> International staff: 450,000 Consultants/subcontract: 100,000 Travel: 50,000 Workshop/events: 60,000 Admin/Operational support: 40,000 <u>Total: 800,000</u></p>	3,800,000
<b>TOTAL</b>									5,000,000

## V. MANAGEMENT ARRANGEMENTS



### Project Board:

- The Sustainable Energy for All initiative is directed by the Secretary-General's Special Representative (SRSG) who also acts as Chief Executive for the Sustainable Energy All initiative, supported by a Global Facilitation Team (GFT) that works under the guidance of the SRSG/Chief Executive. This project, administered by UNDP, is implemented under the overall guidance of the SRSG/Chief Executive and managed on a day-to-day basis by UNDP-administered staff members (Project Manager) of the GFT.
- The Project Board is responsible for making by consensus, management decisions for the project when guidance is required by the Project Manager, including recommendation for UNDP/Implementing Partner approval of project plans and revisions.
- Funding from the Multi-Partner Trust Fund for Sustainable Energy for All is made available under the rules set forth in the MOU between the administrative agent and the recipient organisation (details: <http://mptf.undp.org/factsheet/fund/SEA00>).
- It ensures that required resources are committed and arbitrates on any conflicts within the project or negotiates a solution to any problems between the projects and external bodies.
- It approves the appointment and responsibilities of the Project Manager and any delegation of its Project Assurance responsibilities.
- The Project Board will review and approve the Annual Work Plans proposed by the Project Manager.
- Project reviews by this group are made at designated decision points during the running of the project, or as necessary when raised by the Project Manager.
- The Project Board will meet annually, either virtually or in person, to review progress and discuss any upcoming issues, or whenever requested by the Project Manager.
- The project board will consist of three members:
  - The Secretary-General's Special Representative for SE4ALL, as senior supplier
  - The Director of the Environment and Energy Group, BDP, as executive.
  - A representative of the Office of the Executive Office of the Secretary-General as beneficiary.

**Project Manager:**

- The assigned project manager has delegated authority for the funds, personnel, and substantial management of the project outcomes as described in this project document. He/she is responsible for the day to day management and implementation of the project outcomes under their supervision.
- The assigned project manager is accountable for (1) adherence to the UNDP policies and procedures; (2) financial management, (3) project contracting, personnel management, procurement, travel, training etc.
- He/she will provide semi-annual progress reports and annual progress reports to the Programme Board, conforming to established UNDP rules and procedures.

**Project Support:**

- The Project Support will provide project administration, management and technical and substantial support to the Project Manager as required.

**Project assurance:**

- Project assurance role will be undertaken by EEG/Energy Team. The project assurance role is to ensure that the project implementation meets and complies with UN operations and regulation standards, and that international best practice standards are applied during project implementation.

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## VI. MONITORING FRAMEWORK AND EVALUATION

In accordance with the programming policies and procedures outlined in the UNDP User Guide, the project will be monitored through the following:

### Within the annual cycle

- Based on the initial risk analysis submitted (see annex 1), a risk log shall be activated in Atlas and regularly updated by the Project Manager to facilitate tracking and resolution of potential problems or requests for change. Based on the above information recorded in Atlas, a Project Progress Reports (PPR) shall be submitted by the Project Manager to the Project Board through Project Assurance, using the standard report format available in the Executive Snapshot.
- a project Lesson-learned log shall be activated and regularly updated to ensure on-going learning and adaptation within the organization, and to facilitate the preparation of the Lessons-learned Report at the end of the project
- a Monitoring Schedule Plan shall be activated in Atlas and updated to track key management actions/events

### Annually

- **Annual Review Report.** An Annual Review Report shall be prepared by the Project Manager and shared with the Project Board and the Outcome Board. As minimum requirement, the Annual Review Report shall consist of the Atlas standard format for the QPR covering the whole year with updated information for each above element of the QPR as well as a summary of results achieved against pre-defined annual targets at the output level.
- **Annual Project Review.** Based on the above report, an annual project review shall be conducted during the fourth quarter of the year or soon after, to assess the performance of the project and appraise the Annual Work Plan (AWP) for the following year. In the last year, this review will be a final assessment. This review is driven by the Project Board and may involve other stakeholders as required. It shall focus on the extent to which progress is being made towards outputs, and that these remain aligned to appropriate outcomes.

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## VII. LEGAL CONTEXT

### REGIONAL AND GLOBAL PROJECTS

This project forms part of an overall programmatic framework under which several separate associated country level activities will be implemented. When assistance and support services are provided from this Project to the associated country level activities, this document shall be the "Project Document" instrument referred to in: (i) the respective signed SBAA's for the specific countries; or (ii) in the Supplemental Provisions attached to the Project Document in cases where the recipient country has not signed an SBAA with UNDP, attached hereto and forming an integral part hereof.

This project will be implemented by UNDP in accordance with its financial regulations, rules, practices and procedures.

To ensure its responsibility for the safety and security of the UNDP personnel and property, UNDP shall: (a) put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried; (b) assume all risks and liabilities related to UNDP's security, and the full implementation of the security plan.

The UNDP shall undertake all reasonable efforts to ensure that none of the UNDP funds received pursuant to the Project Document are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via <http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm>. This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document.

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## **VIII. ANNEXES**

**A. Risk Analysis.**

**B. Terms of Reference: TOR for key project personnel.**

**C. Strategic Work Plan for the Sustainable Energy for All**

Annex A. Risk Analysis



OFFLINE RISK LOG

Project Title: Sustainable Energy for All		Award ID:		Date: 28 May 2013						
#	Description	Date identified	Type	Impact & Probability	Countermeasures/ response	Mngt	Owner	Submitted, updated by	Last Update	Status
1	Weak response and delivery from participating governments.	28 May 2013	Political	<p>Significant slow-down in delivery, implementation and operationalization of planned activities at country-level.</p> <p>Probability on a scale from 1 (low) to 5 (high) P = 3</p> <p>Impact on a scale from 1 (low) to 5 (high) I = 3</p>	Well-coordinated support to, and dialogue with, key strategic partners at country level, including resident coordinators, World Bank representatives, and bilateral donors, e.g. US, EC and others, to analyse, identify and correct systemic failures.		Project manager/ project team	Project manager	28 May 2013	
2	Weak operational coordination among key partners.	28 May 2013	Substantial	<p>Uncoordinated efforts among key partners could potentially impede effective operationalization of project.</p> <p>P = 2, I = 3</p>	Clearly identified and endorsed focal points among key partners, including governments, with identified responsibilities, roles, and lines of reporting.		Project manager/ project team	Project manager	28 May 2013	
3	Decrease in financial commitments by donors.	28 May 2013	Financial	<p>Reduced scope of activities.</p> <p>P = 2 I = 3</p>	<p>Clearly identified and achievable objectives established, continually measured against deliverables.</p> <p>Continued mapping, identification of, and outreach to, potential partners.</p> <p>Continued efforts to ensure that delivery of activities and outputs raise credibility of project.</p>		Project manager/ project team	Project manager	28 May 2013	

## **Annex B. Terms of References:**

### **1. Title: Director/Global Team Leader, Country Action Operations**

#### **Key Functions**

- Direct the entire workstream of the SE4ALL Global Facilitation Team (GFT)'s Country Action Operation. This includes but not limited to:
  - directing the preparation and execution of all strategies, plans and interventions related to the GFT's work on Country Operations under the SE4ALL initiative,
  - managing professional and support staff in the GFT engaged on Country Operations including training and capacity building where needed;
  - developing standardized Country Mission Planning framework for use by partners in developing country dialogues, gap analysis, priority programme development, and activity implementation to document results and lessons learned.
  - supporting the implementation of the "bottom-up" universal access agenda working closely with UNDP as the global lead institution on this activity set;
  - coordinating with and providing strategic guidance to the Regional Hubs in Africa, Asia, Latin America and other places towards maximizing the development impact of the SE4ALL supported activities at the country level.
  - coordinating and collaborating with other work streams supported by SE4ALL;
  - developing principles and standard best practice guide for country level consultations, gap analysis and stakeholder consultation to support the country level operations.
- Maintain excellent communications and provide support for partners. This includes:
  - providing concise information to UNDP and UN Resident Coordinators on the SE4ALL Initiative objectives, structures, working modalities and resources available to support them in their in country coordination function and convening role with other development partners;
  - providing liaison function with global partners interested in support country level activities identifying options and entry points based on the country needs assessments and national development priorities. providing information to private sector partners and investment opportunities identified at the country level which can leverage resource flows and public private partnering,
  - consulting with international partners about objectives, resources and success criteria for commitments to carry out country level activities;
- Provide strategic advice to and support the SRSG, including:
  - providing strategic advice on strategies for effective partner coordination at the country level;
  - mobilizing resources from all stakeholders for the initiative;
  - supporting the SRSG in defining SE4ALL strategic and substantive direction taking into consideration the directive of the Advisory Board and Executive Committee, agendas of Sustainable Development, Rio+20, the MDGs and post-2015, and other globally agreed development goals.

#### **Qualification:**

- Advanced degree in energy, economics and other development related fields
- At least 15 years of experience in providing strategic guidance for international development.
- Track record of policy reform and innovation on capacity development, strategic decision-making and organizational leadership
- Experience in UN system coordination at the country level, including experience in countries in Asia, Africa and Latin America on development issues;
- Experience in dealing with energy sector reform and capacity development issues
- Excellent Management skills
- Excellent oral and written communication skills in English with an adequate working knowledge of Spanish or French.



## 2. Title: Sustainable Energy for All Representative in New York & Global Team Leader for Stakeholder Mobilization

### Key Functions

- Represent the SRSG on day-to-day interactions with intergovernmental processes and discussions with stakeholders in New York, and, as needed, in other locations. This includes:
  - Leading interactions with senior representatives of governments to the United Nations and other stakeholders such as Friends of Sustainable Energy for All among the permanent representatives in New York;
  - Representing the SRSG in meetings and discussions hosted by UN General Assembly and its committees, UNDP, UNDG, ECOSOC, and other intergovernmental processes;
- Direct and manage the work of the Global Advocacy and Stakeholder Engagement team, composed of a multidisciplinary team of managers, advisors, experts and support staff. This includes:
  - Providing conceptual and operational leadership in designing and directing a structured approach to engaging with governments, CSOs, businesses, youth, academia and other stakeholders of SE4All.
  - Undertake joint advocacy work with UNDP and other major partners of the SE4ALL.
  - Leading team planning, monitoring, results reporting and performance evaluation of the Global Advocacy and Stakeholder Engagement team as a whole and individual members in the team.
- Spearheading the initiative's efforts to help integrate sustainable energy for all into global, regional and national political processes. This includes:
  - Conceptualizing and coordinating the initiative's efforts to integrate energy into those related to the UN's Post-2015 Development Agenda and Sustainable Development Goals (SDGs), follow up to the UN-supported Thematic Consultation on Energy and the post-2015, and the work related to the UN Task Team on the Post-2015.
  - Serving as the focal point for interactions with existing global political dialogues related to energy
- Provide, on behalf of the SRSG, strategic advice and substantive support to priorities, process and content orientation of Secretary-General's engagements on energy. This includes:
  - Coordinating the organization of meetings of the Advisory Board for Sustainable Energy for All, co-chaired by the Secretary-General and the President of the World Bank, serving as its secretariat, by working with relevant senior counterparts at the World Bank.
  - Supporting the Secretary-General and the SRSG in conceptualizing and implementing the UN Decade of Sustainable Energy for All. Supporting senior Executive Office of the Secretary-General officials' (e.g. DSG and the ASG for Strategic Planning) engagements on energy issues and its linkages with other topics such as climate change.
- Provide strategic advice to SRSG, including:
  - Assisting in developing and implementing initiative-wide strategic plans, monitoring and reporting on any aspects of the SE4ALL initiative.
  - Mobilising resources, strategic alliances and partnerships in support of the initiative.

### Qualification:

- Advanced university degree in Energy, Public Policy, Development, or other relevant disciplines.
- At least, twelve to fifteen years of relevant professional work experience.
- Expert knowledge on international negotiations, especially in the context of UN General Assembly and its committees, major UN conferences, and other international processes.
- Demonstrated track-record of managing global, complex multi-stakeholder partnerships to mobilize strategic alliances and partnerships
- Solid leadership, presentational and people skills
- Strong negotiation skills, maturity and sensitivity to handle difficult situations
- Fluency in English.

### 3. Title: Policy Specialist on intergovernmental affairs and multi-stakeholder consultations

#### Key Functions

##### *Intergovernmental Affairs and Multi-stakeholder Consultations Support*

- Support the development and implementation of the initiative's strategic policy objectives and work plan; liaise and exchange information with partners in the UN system, government officials, civil society and other stakeholders as required;
- Monitor, track and analyze the development of relevant processes, including intergovernmental, against the strategic policy objectives and work plan; identify problems and issues to be addressed and propose corrective actions; liaise with relevant parties; identify and track follow-up actions;
- Support the implementation of the UN Decade of Sustainable Energy for All and facilitate activities related to the Decade;
- Support the integration of sustainable energy into the processes of the Post-2015 Development Framework, the Sustainable Development Goals (SDGs), and other relevant international processes at local, regional and international level;

##### *Strategic Advisory Support*

- Disseminate substantive strategic position papers, presentations, advisory and briefing notes to senior managers on the status of on-going and relevant intergovernmental processes and other global and regional events and initiatives of strategic importance being implemented by the UN system;
- Research, analyze and present information on political processes related to energy gathered from diverse sources;
- Prepare written outputs, e.g. briefing notes, policy briefs, talking points, speeches and substantive correspondence for relevant senior UN officials on the full range of policy and practical issues related to the implementation of the initiative's strategic policy objectives and work plan;
- Prepare written inputs for relevant UN reports, and provide assistance to intergovernmental bodies, including the General Assembly and related processes;

##### *Stakeholder Mobilization and Communications*

- Organize seminars, meetings and workshops together with a wide array of stakeholders such as CSOs, businesses, governments, aimed at helping on advocacy and outreach;
- Provide substantive support to consultative and other meetings, conferences, etc., to propose agenda topics, identify participants, prepare documents and presentations, etc;
- Draft briefing materials, talking points and speeches as deemed required by the SRSG, officials of the Executive Office of the Secretary-General (EOSG), and senior managers of the Sustainable Energy for All initiative;
- Serve as the focal point on administrative issues in NY, and maintain close working with administrative staff members of the GFT;
- Perform other duties as required by the SRSG.

#### Qualification:

- Advanced degree in international relations, energy policy, development economics, law, public administration, or a closely related field.
- Five to seven years of progressively responsible experience in international affairs, UN matters, diplomatic work or relevant research.
- Work experience within the United Nations system, especially excellent knowledge of UN rules, regulations, policies and procedures, highly desirable.
- Experience in working and collaborating with governments on intergovernmental processes desirable.
- Excellent writing skills highly desired.
- High level of computer literacy including spreadsheet, word processing and presentation software

## **Annex C. Sustainable Energy for All: 2013 – 2015 Strategic Work Plan<sup>7</sup>**

### **Purpose**

The Sustainable Energy for All initiative (SE4All) will facilitate action on sustainable energy development globally between now and 2030. This 3-Year Strategic Work Program for 2013-2015 details the milestones to be accomplished, the catalytic and facilitation activities that will be conducted to achieve these milestones, and the manner in which the SE4All initiative will be organized from 2013 to 2015.

The Strategic Work Program has been developed to provide a global audience with information specific to the direction and intentions of the SE4All initiative over the next 3 years. It builds on the work of SE4ALL to-date, including the Secretary-General's Vision Statement, the Framework for Action, and the Global Action Agenda.

### **1. Vision and Goals**

#### **1.1. The Secretary General's Vision for Sustainable Energy for All**

The Vision for Sustainable Energy for All (SE4All) has been clearly articulated by the Secretary General: To defeat poverty and preserve the environment, we can, and must achieve SE4All by the year 2030. Accomplishing this Vision will require action by all countries and all sectors to shape the policy and investment decisions needed for a brighter energy future. Industrialized countries must accelerate the transition to low-emission technologies. Developing countries, many of them growing rapidly and at large scale, have the opportunity to leapfrog conventional energy options in favor of cleaner energy alternatives that will drive growth and enhance economic and social development.

#### **1.2. The 2030 Goals**

To accomplish the vision of SE4All, all stakeholders are urged to take concrete action toward achieving three global, critical goals by 2030:

- Ensuring universal access to modern energy services.
- Doubling the global rate of improvement in energy efficiency.
- Doubling the share of renewable energy in the global energy mix.

These three goals are ambitious, visionary, and cross-sectoral and meeting them will require that specific outcomes and milestones be attained. Short-term outcomes/milestones must be actionable, measurable, and achievable, and the end result will be completion of the overarching goals in 2030.

### **2. The 2015 Global Outcomes**

The three 2030 goals are supported by shorter-term global outcomes to be accomplished by 2015. The global outcomes are supported by a number of catalytic and facilitative activities, which can represent individual actions or multi-stakeholder partnerships. The global outcomes are meant to encourage all stakeholders to pursue a pathway of continued action towards the 2030 global goals. As SE4All progresses over time, these global outcomes will be benchmarked against the three (3) goals and new outcomes will be created.

#### **2.1. 2015 Energy Access Outcomes**

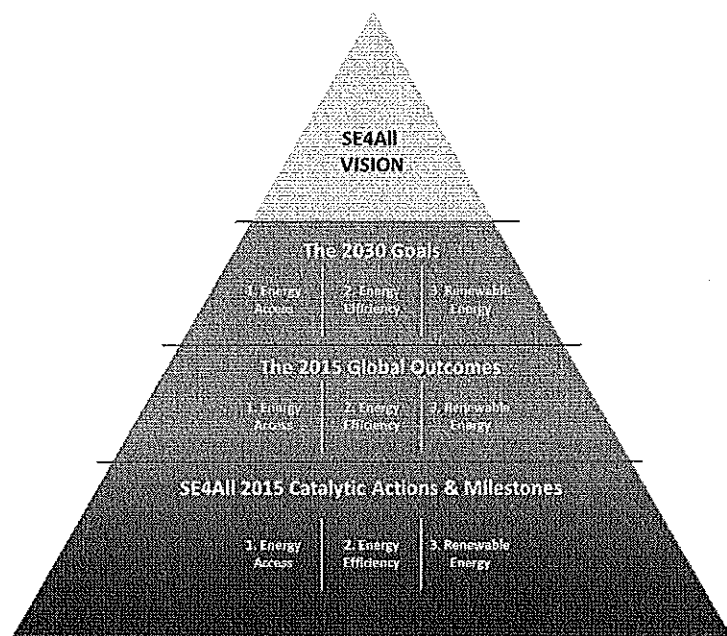
1. Programs underway to scale-up and accelerate the improved provision of electricity to 200 million individuals.
2. Programs underway to scale-up and accelerate the provision of clean and efficient cooking and heating solutions to 400 million individuals by the end of 2015.
3. Increased level of annual investment from all sectors (public, private, and civil) to realize
4. universal energy access by 2030.

<sup>7</sup> As at 12 April 2013, as endorsed by Executive Committee of the Sustainable Energy for All initiative as a living document.

Figure 1. SE4ALL's Goals, Outcomes, and Milestones

## 2.2. 2015 Energy Efficiency Outcomes

1. Policies and actions underway to increase global energy efficiency on a trajectory in line with achieving the 2030 goal.
2. Increased level of annual investment from all sectors (public, private, and civil) to realize the 2030 energy efficiency goal.



## 2.3. Renewable Energy

1. Policies and actions underway to increase the use of renewable energy globally in-line with the 2030 goal.
2. Increased level of annual investment from all sectors (public, private, and civil) to realize the 2030 renewable energy goal.

## 3. The Catalytic Role of the Sustainable Energy for All Initiative

The Sustainable Energy for All initiative (SE4All) is a catalyzer and facilitator of action toward the 2030 Goals and 2015 Global Outcomes. Actions and milestones will be developed and monitored by partners and stakeholders themselves. The catalytic actions and milestones for SE4All in the next 3 years are as follows.

### 3.1. 2013-2015 Catalytic Actions and Milestones: Energy Access

#### Policy and Programs

- Promote the development of effective enabling policy and regulatory frameworks and national energy action plans in at least 20 opt-in countries
- Facilitate the achievement of universal access to modern energy, both electricity and thermal, in at least one target country
- Encourage the generation of financing plans supported by governments, businesses, and civil society organizations that are consistent with National Energy Action Plans
- Encourage opt-in of at least another 30 countries
- Leverage existing programs in opt-in countries to accelerate “bottom-up” (i.e. decentralized or bottom of the pyramid) solutions (that address energy access, energy efficiency, and renewable energy objectives), including programs to improve women’s access to modern energy services

#### Advocacy & Communications

- Support the implementation of the UN Decade of Sustainable Energy for All and facilitate activities related to the Decade

- Integrate sustainable energy into the processes of the Post-2015 Global Development Framework, the Sustainable Development Goals (SDGs), and other relevant International year processes (e.g. UN International Year of Water Cooperation)
- Develop and roll-out effective communications for driving global awareness related to energy access initiatives and develop an outreach strategy and lines of communication with opt-in countries

#### **Finance**

- Facilitate the mobilization of private investments in support of National Energy Action Plans in at least 10 opt-in countries
- Mobilize technical assistance resources to develop policies, institutional capacities, and projects (both large scale projects and smaller bottom-up solutions) to accelerate energy access in all opt-in countries

#### **Partnerships & Convening**

- Establish regional SE4All hubs in at least three regions: Africa, Asia, and Latin America in coordination with regional development banks and other regional organizations
- Develop and document successful, repeatable, and relevant public-private partnership business models

#### **Knowledge Management & Monitoring and Reporting**

- Complete rapid assessment studies for all opt-in countries where it is necessary or requested
- Develop and disseminate, based on lessons from field experience, common approaches that are relevant and adaptable in a variety of circumstances
- Develop a robust methodology to measure progress by building on the findings of the Global Tracking Report
- Report on progress towards the global goal towards 2030
- Benchmark successful efforts in expanding access with respect to programs, policies, costs and market innovations (e.g., industrial anchor mini-grids)

#### **Capacity Building**

- Facilitating the development of the institutional capacity necessary for implementing policies and programs commensurate for the SE4All goals in all opt-in countries

### **3.2. 2013-2015 Catalytic Actions: Energy Efficiency**

#### **Policy and Programs**

- Develop enabling policies, incentives, and structured processes to accelerate energy efficiency programs and implementation
- Develop energy efficiency standards and labels for end-use appliances
- Promote industrial energy efficiency through optimization standards, such as ISO 50001, in cooperation with key organizations (e.g. the WBCSD and UNIDO)
- Promote energy efficiency in public sector buildings and building codes at the national and sub-national level in cooperation with key stakeholders (e.g. the C-40, R-20, and EU-covenant of mayors)
- Facilitate business-led initiatives in energy intensive industries
- Support the development of innovative business models to incentivize energy efficient delivery services (e.g. ESCOs)
- Promote the integration of energy efficiency concepts into urban and sub-urban planning processes at national and sub-national levels, especially in priority sectors such as transport, industry, and agriculture

#### **Advocacy & Communications**

- Develop programs and support public information campaigns to raise awareness on energy efficiency measures and business cases for investment (e.g. cost-savings)

#### **Finance**

- Identify and develop appropriate finance mechanisms to promote investment in energy efficiency

#### **Partnerships & Convening**

- Strengthen the partnership between SE4All and the Clean Energy Ministerial
- Collaborate with the World Economic Forum on the implementation of the Green Growth Action Alliance, the New Energy Architecture Initiative and the Energy Architecture Performance Index

- Establish the SE4All Energy Efficiency Hub in Copenhagen
- Develop business-led sectoral approaches, drawing on industry associations and other similar organizations, to improve energy efficiency across the private sector

#### **Knowledge Management & Monitoring and Reporting**

- Develop and disseminate best practices and lessons learned
- Benchmark energy efficiency and competitiveness impacts across industries and sectors
- Gather and disseminate data (e.g. aggregation of energy consumption data on a national level to raise awareness on energy efficiency and conservation)
- Promote the use of the IPMVP (*International Performance M&V Protocol*) of the International Efficiency Valuation Organization

### **3.3. 2013-2015 Catalytic Actions: Renewable Energy**

#### **Policy and Programs**

- Assist opt-in countries with establishing of national renewable energy targets as part of their national energy action plans
- Develop enabling policy, incentives, and structured processes to attract private investment and accelerate the dissemination of renewable energy
- Accelerate programs underway to improve the role of women in driving renewable energy uptake throughout the energy services value chain

#### **Advocacy & Communications**

- Advocate for the advancement of renewable energy through IRENA, REN-21, the UN Decade of Sustainable Energy for All and other major global processes

#### **Finance**

- Develop innovative business models to attract investment and promote renewable energy in business operations (e.g. renewable energy procurement)

#### **Partnerships & Convening**

- Formalize cooperation with IRENA as the SE4All Renewable Energy Hub
- Integrate renewable energy into opportunities related to clean and efficient cooking and heating solutions
- Develop successful business cases and models for the implementation of renewable energy solutions across all sectors (e.g. working with utility regulators to stimulate renewable energy deployment)

#### **Knowledge Management & Monitoring and Reporting**

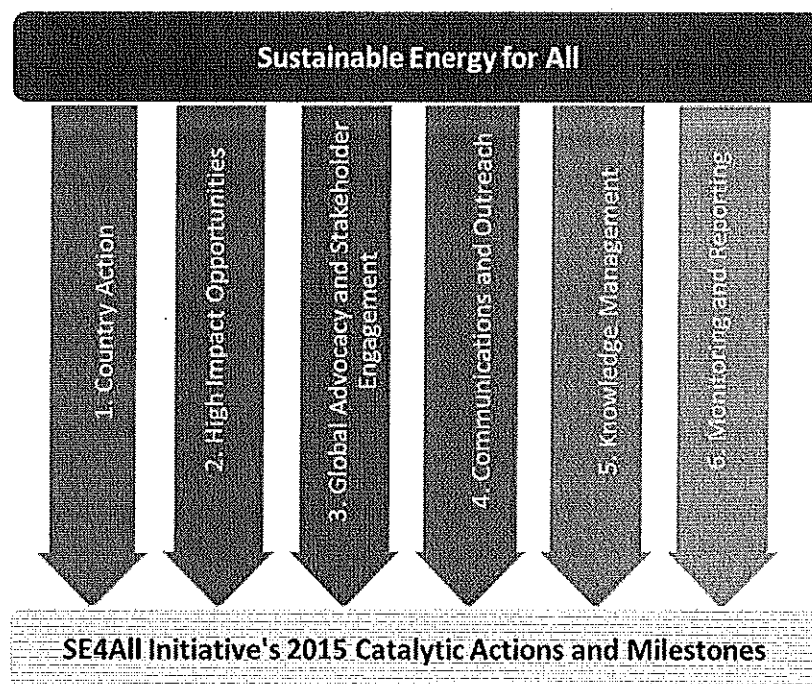
- Identify and document renewable energy cost reduction trends and competitiveness through organizations like IRENA and Bloomberg New Energy Finance
- Accelerate renewable energy resource mapping in all opt-in countries based on on-going efforts (e.g. IRENA efforts)
- Complete renewable energy policy gap analyses in all opt-in countries based on on-going efforts (e.g. IRENA efforts)
- Benchmark successful use of renewable energy across industry sectors

#### **Capacity Building**

- Develop the capacities of institutions, organizations, and businesses, with special attention to the capacities of local manufacturers and businesses.

### **4. Delivering, Facilitating, and Catalyzing through Six Main Workstreams**

In order to catalyze and facilitate actions of partners, Sustainable Energy for All will be organized into 6 main workstreams: Country Action, High-Impact Opportunities, Global Advocacy and Stakeholder Engagement, Communications and Outreach, Knowledge Management, and Monitoring and Reporting.



**Fig. 2 SE4ALL Workstreams**

#### **4.1. Country Action Workstream**

##### **4.1.1. Delivery, Facilitation, and Catalyzation**

As part of the country action workstream, stakeholders can work with participating countries in formulating and implementing concrete action plans. The country action workstream will include partners willing to work on energy access, energy efficiency, and renewable energy issues on a country-by-country basis. Partners in the Country Action workstream can support the development and implementation of beneficial policies, programs, and projects in opt-in countries and will promote and advocate for mobilizing resources to support the initiative.

##### **4.1.2. Possible approach**

1. **Engage government, civil society, and private sector leaders.** At the country level, complete buy-in/ownership and a formal commitment to the objectives of SE4ALL is required. This could include a dialogue with relevant actors in a country to bring about a favorable policy and regulatory environment.
2. **Identify lead agencies.** A “lead agency,” will be a competent authority identified by the country with which the SE4All Country Action workstream will collaborate.
3. **Leverage existing country programs.** Existing country-level programs on energy access, energy efficiency, and renewable energy can be leveraged to implement country action plans.
4. **Promote bottom-up solutions.** To complement sector reforms and large-scale investment planning, an approach can be promoted as part of the country action plan development process to capitalize on market-based and community-led solutions for decentralized energy systems.
5. **Support the mobilization of investments.** As investment prospectuses are developed, the country action workstream can use development and donor coordination mechanisms to support negotiations, help secure donor commitments and development assistance from partners, and leverage private investments for specific proposals.

#### **4.2. High-Impact Opportunities (HIO) Workstream**

##### **4.2.1. Delivery, Facilitation, and Catalyzation**

The High-Impact Opportunities (HIO) Workstream will include partners willing support the development of multi-stakeholder, multi-sectoral partnerships that will advance the goals of SE4All. It is expected that businesses will take leading roles in each of the HIOs, in collaboration with other stakeholders. The HIO workstream can foster and leverage specific initiatives as enablers – across the portfolio of HIOs as well as other key workstreams such as Country Action and Knowledge Management. The HIO workstream can convene partners and provide all sectors – public, private, and civil – with a platform for engagement.

#### 4.2.2. Approach

Approximately 50 HIOs have been identified to date. The HIOs identified to date are being evaluated and prioritized based on SE4All's ability to add value, their impact potential, and their feasibility of implementation and execution. A structured 5-step approach will be followed that is repeatable, transparent, and inclusive for the establishment and implementation of HIOs.

1. **Identify lead organizations.** For each HIO, the first step is to identify an organization (or group of organizations) willing to take the leadership role in driving action forward with the opportunity area.
2. **Formalize relationships with SE4All.** Key work products will be defined and developed for each HIO to be formally recognized by SE4All.
3. **Conduct activities and execute.** Lead organizations can be supported in executing against SE4All work products based on existing and new activities of the global and local partners and stakeholders involved in the HIO.
4. **Report and Manage Progress.** HIOs and leads will report back information about work and successes in their HIOs.

Based on prioritization activities conducted to date, the HIOs that can be addressed during the 2013-2015 timeframe include, but will not be limited to:

1. **Innovative Financing:** The Innovative Financing HIO has been established to connect and align stakeholders and resources to de-risk investment processes and increase the efficiency and influence of public sector funding in order to accelerate and maximize the mobilization of private investment toward the SE4All goals. Key stakeholders involved in this initiative include, but are not limited to: Bank of America, the World Economic Forum, the World Bank, the African Development Bank, the U.S. Department of State, and the European Investment Bank.
2. **Clean Cooking Solutions:** The Clean Cooking Solutions HIO has been established to build on the work of The Global Alliance for Clean Cookstoves (GACC) and the Global LPG Project (LPG Project). Work in this area will be closely integrated with country action activities as the GACC and LPG Project work directly with governments in the countries in which they operate.
3. **Renewable Energy Procurement:** The Renewable Energy Procurement HIO is focused on creating regional and local aggregated demand for renewable energy to spur development and investment. Key stakeholders involved in this initiative include, but are not limited to: the World Economic Forum, IRENA, Wal-Mart, Accenture, FEMSA and Infosys.
4. **Phase out of Gas Flaring:** The Phase out of Gas Flaring HIO is based on the work being done under the World Bank's Global Gas Flaring Reduction (GGFR) public-private partnership. Key stakeholders working on defining how SE4All will add value to existing activities include but are not limited to: Statoil, ENI, and the World Bank.
5. **Energy & Women's Health:** Access to, and control over, clean energy sources are central to unleashing the potential of rural women. Key stakeholders working on this HIO include, but not limited to: the UN Foundation, the World Health Organization, UN Women, and UNDP, with an initial focus on developing plans to electrify rural health clinics in Africa.
6. **Off-Grid Lighting/Charging:** The Clean Energy Ministerial-led Global Lighting and Energy Access Partnership (Global LEAP) brings together the efforts of multiple organizations to catalyze market development for modern off-grid lighting and mobile phone charging, including the World Bank Group, TERI, UN Foundation's Energy Access Practitioner's Network, the Asian Development Bank, and product manufacturers and distributors.
7. **Lighting & Appliance Efficiency:** The Clean Energy Ministerial, the International Partnership for Energy Efficiency Cooperation and the UN Environment Programme are coordinating efforts on



appliance policy through the Super-efficient Equipment and Appliance Deployment and en-lighten initiatives.

### **4.3. Global Advocacy and Stakeholder Engagement Workstream**

#### **4.3.1. Delivery, Facilitation, and Catalyzation**

The Global Advocacy and Stakeholder Engagement Workstream will include partners willing to help governments and stakeholders in their efforts to integrate the topic of sustainable energy into global, regional, national, and inter-governmental processes, including the UN's Post-2015 Development Framework and Sustainable Development Goals (SDGs). The Global Advocacy and Stakeholder Engagement Workstream will promote and advocate for resources from donors and interested supporting stakeholders and will convene supporting organizations with implementing organizations.

#### **4.3.2. Approach**

A structured approach to advocacy and engagement is critical. There are many ongoing initiatives and processes that include sustainable energy as an enabler of development or as a key component. In order to make a positive impact and increase the likelihood of success, the repeatable and structured steps that will be taken include:

- 1. Identifying ongoing and new/developing processes and initiatives that relate to SE4All.** Each year, SE4ALL will work to expand its network and ensure inclusiveness.
- 2. Developing a plan to drive successful alignment and integration.** The Global Advocacy and Stakeholder Engagement workstream will develop plans to successfully align stakeholders and initiatives and will collaboratively engage and execute activities along parallel tracks with the aim of bringing together the participants.
- 3. Systematically reporting on progress, trends, and issues to foster transparency, support, and collaboration on a regular basis.**

Ongoing initiatives and processes that can be addressed during the 2013-2015 timeframe include, but will not be limited to:

- **The Post-2015 Development Framework and Sustainable Development Goals (SDGs).** On-going and planned processes can be leveraged to integrate sustainable energy issues into the post-2015 debates and SDG discussions.
- **Support for the Implementation of the UN Decade of SE4All.** A plan can be developed to help coordinate and promote the implementation of the Decade at local, national, regional and international levels. This will include existing networks like Friends of Sustainable Energy for All among the permanent representatives.
- **International dialogues.** Key international fora and dialogues such as G-20, World Bank's and Regional Development Banks' Annual Meetings, UN CSD (and Policy Forum), UNFCCC, IRENA, the Africa-EU Energy Partnership, the International Energy Forum (IEF) and other related processes will be leveraged to advocate for and mobilize stakeholders in support of the SE4ALL objectives.
- **Regional policy-making processes.** Partners of SE4ALL can support and engage the African Union, ASEAN, APEC and other relevant stakeholders and processes in integrating energy issues into their policies, programs, and advocacy efforts.
- **Business-Led Fora and Initiatives.** These can include the Clean Energy Ministerial, the World Economic Forum (WEF), the World Business Council on Sustainable Development (WBCSD), the Global Green Growth Institute.

### **4.4. Communications and Outreach**

#### **4.4.1. Delivery, Facilitation, and Catalyzation**

The Communications and Outreach workstream will include partners willing to inform, mobilize, and grow the community of global stakeholders that can catalyze action in support of SE4ALL. This workstream can

provide a platform to involve the private sector and civil society organizations (CSOs), including foundations, in the planning and implementation of SE4All activities at global, regional, and country level.

#### 4.4.2. Possible Approach

1. **Create a dedicated communications network of focal points from all SE4ALL Advisory Board members and key stakeholders.** Within this network, establish a small, core taskforce to lead on discrete tasks, organize events, conduct media outreach, mobilize resources for communications, and jointly create, update, and disseminate basic communications products.
2. **Engage private sector stakeholders in providing inputs on workstreams, milestones, and policies.**
3. **Create a process by which the input and involvement of CSOs and philanthropic foundations can be effectively incorporated in the work of the Country Action and HIO workstreams.** This includes the Energy Practitioners Network.
4. **Arrange media and outreach for major scheduled events.** Events could include, but are not limited to: the World Future Energy Summit, IRENA's Annual Assembly, Davos World Economic Forum, the Clean Energy Ministerial, and the Vienna Energy Forum.

#### 4.5. Knowledge Management

##### 4.5.1. Delivery, Facilitation, and Catalyzation

As SE4All will be implemented by a diverse group of stakeholders and will act as a model for sustainable energy development globally, a need to share best practices and learning will be especially important. The Knowledge Management workstream will partners willing to support the documentation of best practices and facilitate the sharing of the successes of different workstreams in each country. It will take an integrative approach, and can holistically capture all relevant best practices from the SE4All network of initiatives, countries, businesses, civil society organizations (CSOs), and partnerships and share them amongst the global network.

##### 4.5.2. Possible approach

1. **Suggest "experts" to different topics.** Ensure that all members of the SE4All global network are aware of who is an expert in which area so that questions can be addressed to that individual(s).
2. **Leverage existing sharing mechanisms and contribute to these sharing tools.** Several sharing tools around the world already exist and would benefit from the SE4All global network sharing best practices. In addition, the SE4All global network can benefit from information shared through these mechanisms and could increase the efficiency of their work. Examples of existing sharing tools that can be leveraged include:
  - Energy Access Practitioner Network
  - Clean Energy Solutions Center
  - Global Renewable Energy Atlas
  - Sustainable Energy Investment Readiness Index
  - Global Green Growth Forum
  - The Infrastructure Consortium of Africa
  - IEA Policy Database
  - The Energy Sector Management Assistance Program (ESMAP)
  - The Climate Investment Funds, in particular the program for Scaling-Up Renewable Energy Program (SREP) in Low Income Countries
3. **Publish and promote best practice/ lessons learned documents widely both within the SE4All global network and during events related to SE4All.** As action is taken in the Country Action and HIO workstreams, the global network can be able to demonstrate certain successful and unsuccessful practices. It will be important to share this knowledge as the SE4All initiative is implemented to build on lessons learned and to increase efficiency. An important element in this activity can be the benchmarking and publishing of successful efforts in reports and a database to facilities improved practices.

#### 4.6. Monitoring and Reporting

#### **4.6.1.Delivery, Facilitation, and Catalyzation**

The Monitoring and Reporting workstream will develop a framework for global monitoring and reporting of progress. In this way, the Monitoring and Reporting workstream can increase awareness of the wide range of actions underway and the opportunities for synergies, partnerships, harmonization, and matching.

#### **4.6.2.Possible approach**

A number of organizations have been tracking developments in the sustainable energy area, and have developed metrics to measure energy access, efficiency, and renewables. These activities could be leveraged and utilized, for instance through the following steps:

- 1. Create an online system to track progress.** This system can include a searchable commitment database and can enable progress measurement against many different criteria, such as objective, action area, country, technology, value, beneficiary numbers, and sector (government, private sector, civil society).
- 2. Develop and publish a Global Tracking Report.** The Global Tracking Report can map out the longer-term tracking framework for the initiative's three goals. Activities can include a review of existing energy indicators, development of a methodology, and creation of analytical tools for indicators, along with a proposed process for tracking progress on an annual basis.
- 3. Issue an annual SE4ALL report that presents results and performance of the initiative as a whole.**

