

Project Document

UNDP Hydrogen Industry Conference



Project Duration for Full Size	4 years
Starting Year for Full Size	October 2019
Ending Year for Full Size	October 2022
Estimated Budget for Full Size	6,000,000 USD

Since 2015, the “2030 Agenda for Sustainable Development” has called on countries around the world and the global community to protect the planet and work together to create a sustainable and bright future. In 2016, the Chinese government issued the “China’s National Plan on Implementation of the 2030 Agenda for Sustainable Development” and “The development plan of China’s Innovation Demonstration Zone for the Implementation of the 2030 Agenda for Sustainable Development” as the important part of China's commitments to the 2030 Agenda for Sustainable Development. Therefore, the development and application of fuel cell and hydrogen as a zero-carbon energy and transportation solution will have a major impact on China's green and high-quality development. These efforts contribute to the achievement of the Sustainable Development Goals, particularly Goal 3: Good Health and Well-being; Goal 7: Affordable and Clean Energy; Goal 11: Sustainable Cities and Communities; and Goal 13: Climate Actions.

Under the framework of the ongoing UNDP-GEF FCV Project, UNDP has promoted the commercialization of fuel cell vehicle and the development of the hydrogen industry in China for 16 years. To further promote technical exchange and cooperation in the fuel cell industry domestic and abroad, and accelerate the commercialization of fuel cell vehicles, UNDP is scheduled to hold the “UNDP Hydrogen Industry Conference” annually Province for at least 4 years since 2019 in Nanhai District of Foshan City, Guangdong under the framework of the UNDP-GEF FCV Project. The conference will focus on fuel cell technology, fuel cell vehicle testing, hydrogen technology, hydrogen application and practice, policy standards, etc., and as well as a support the implementation of another

project under the framework of the ongoing UNDP-GEF FCV Project, namely *UNDP Hydrogen Economy Vocational and College in Guangdong-Hongkong-Macao Greater Bay Area of China*".

Agreed by (signatures):

Project Implementation (IP)	UNDP
<p>Foshan Nanhai South China New Energy Car Promotion Center</p> <p>Print Name:</p> <p>Zhou Ning</p> <p>Director</p> <p>Date: October 8, 2019</p> 	<p>UNDP China Office</p> <p>Print Name:</p> <p>Devanand Ramiah</p> <p>Deputy Resident Representative</p> <p>Date: October 8, 2019</p> 



I. Expected Results, Objective, Outputs and Activities of the Project

Expected Results

China hydrogen economy is fully developed through UNDP's support to better address climate change and achieve sustainable development in China and eventually globally.

Objective

UNDP Hydrogen Industry Conference is to be held annually to boost sustainable development of hydrogen economy in China.

Outputs and Activities

Output 1: Conference Secretariat is set up

Activity 1.1: To identify partners for setting up the Conference Secretariat

Activity 1.2: To hold regular preparatory meetings in Foshan

Activity 1.3: To set up a task force in charging of preparing/sending/replying Letters of Invitation to national and international institutions and individuals to attend the Conference

Activity 1.4: To set up a task force in charge of logistics for the participants including hotel and conference venue booking, airport pick-ups/delivery

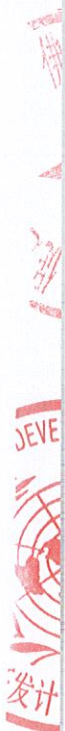
Activity 1.5: To set up a task force in charge of liaising with line ministries for government clearance and inviting senior government officials to the Conference

Activity 1.6: To set up a task force in charge of conference plenary session and parallel forum arrangement

Activity 1.7: to set up a task force in charge of exhibition of hydrogen/fuel industry products and/or services

Output 2: UNDP Hydrogen Industry Conference held annually

Activity 2.1: To hold the Opening Session by inviting line ministry representative



II. Results and Resources Framework

Expected Outcome

China hydrogen economy is fully developed through UNDP's support to better address climate change and achieve sustainable development in China and eventually globally.

Objective

UNDP Hydrogen Industry Conference is to be held annually to boost sustainable development of hydrogen economy in China.

All currency in USD

Activity	Key indicators	Budget for Year 1	Budget for Year 2	Budget for Year 3	Budget for Year 4	Subtotal
Output 1: Conference Secretariat is set up						
Activity 1.1: To identify partners for setting up the Conference Secretariat	the Conference Secretariat set up	17,000	17,000	17,000	17,000	67,998
Activity 1.2: To hold regular preparatory meetings in Foshan	At least 1 meeting each quarter	21,249	21,249	21,249	21,000	84,748
Activity 1.3: To set up a task force in charging of preparing/sending/replying Letters of Invitation to national and international institutions and individuals to attend the Conference	task force set up	11,333	10,000	10,000	10,000	41,333
Activity 1.4: To set up a task force in charge of logistics for the participants including hotel and conference venue booking, airport pick-ups/delivery	task force set up	28,333	27,000	27,000	27,000	109,333
Activity 1.5: To set up a task force in charge of liaising with line ministries for government clearance and inviting senior government officials to the Conference	task force set up	25,499	24,000	24,000	24,000	97,499
Activity 1.6: To set up a task force in charge of conference plenary session and parallel forum arrangement	task force set up	21,249	21,249	21,249	21,000	84,748
Activity 1.7: to set up a task force in charge of exhibition of hydrogen/fuel industry products and/or services	task force set up	17,003	17,000	17,000	17,000	68,002
Subtotal		141,667	137,498	137,498	136,999	553,662

Output 2: UNDP Hydrogen Industry Conference is held annually						
Activity 2.1: To hold the Conference by inviting line ministry representative and local senior government officials	Conference held	100,368	100,000	100,000	100,000	400,368
Activity 2.2: To hold the parallel forums by inviting well-known experts as panelists or presenters	At least 10 renowned experts invited	29,749	28,000	28,000	28,000	113,749
Activity 2.3: to hold sideline meetings with participants from UNDP COs so that follow up actions will be designed/developed under the framework of SSC	At least 5 sub/parallel forums held	420,407	315,000	360,000	360,000	1,455,407
Activity 2.4 To arrange simultaneous interpretation services for the conference		53,832	53,402	53,403	53,000	213,637
Activity 2.5 To develop a plan and provide commuting services for guests and participants		76,498	78,000	78,000	78,000	310,498
Activities 2.6 Develop a design, action plan for the conference and implement accordingly		426,406	400,000	400,000	400,000	1,626,406
Activities 2.7 To develop a plan and provide accommodation and catering for participants, guests and staff		165,746	160,000	160,000	160,000	645,746
Activities 2.8 To develop a travel management plan and issue tickets for relevant personnel		33,999	30,000	30,000	30,000	123,999
Activities 2.9 To develop a plan and provide a comprehensive communications and advocacy plan for the conference and implement accordingly, such as: making promotional videos, carrying out press release events, establishing publicity, inviting media interviews, etc.		82,165	82,000	82,000	82,000	328,165
Subtotal		1,389,171	1,246,402	1,291,403	1,291,000	5,217,976

Output 3: Documentation of UNDP Hydrogen Industry Conference						
Activity 3.1: to make proper video documentation of the Conference	Output archived	8,783	8,783	8,783	8,783	35,132
Activity 3.2: To make proper photo documentation of the Conference	Output archived	4,533	4,647	4,647	4,647	18,473
Subtotal		13,316	13,430	13,430	13,430	53,605
Total Direct Costs		1,544,153	1,397,330	1,442,331	1,441,429	5,825,243
UNDP GMS + DPC		46,325	41,920	43,270	43,243	174,757
Grand Total		1,590,478	1,439,250	1,485,601	1,484,672	6,000,000

III. Payment schedule for the Project budget

<u>Date payment due</u>	<u>Amount in USD</u> <u>(or equivalent in RMB at the official</u> <u>exchange rate)</u>
(a) Prior to November 20, 2019	1,500,000
(b) Prior to September 15, 2020	1,500,000
(c) Prior to September 15, 2021	1,500,000
(d) Prior to September 15, 2022	1,500,000
Total	6,000,000

IV. Role and Responsibilities of the Parties

UNDP

UNDP China Office will be mainly responsible for: 1) reviewing and endorsing annual work plans; 2) carrying out supervision and evaluation activities; 3) providing audit services for the project by appointing independent financial auditors and assessors; and 4) ensuring all activities including procurement and financial services are strictly in accordance with the procedures of UNDP; 5) providing support with regard to inviting UNDP COs, international and national experts for the Conference; 6) providing technical support in designing the conference plenary session and the forums.

Project Implementation Partner: Foshan Nanhai South China New Energy Car Promotion Center

Under the leadership of Development and Reform Bureau of Nanhai District of Foshan City, following the guidance of Ministry of Science and Technology, as the implementation partner of the project and at the same time as the District-level Project Management Office within the framework of the UNDP-GEF FCV Project, Foshan Nanhai South China New Energy Car Promotion Center (a government institution), is responsible for the following: 1) providing the project funding in line with the ProDoc; 2) developing annual work plans and ensuring the realization of project outcomes and in charge of the implementation, day to day management and coordination work of the project according to the Project Document and Project Management Guide; 3) project reporting and communications of the project results; 4) conducting joint monitoring and evaluation with UNDP, sharing and publishing project results; 5) managing financial account.

项目文本

联合国开发计划署氢能产业大会

整体项目周期	4年
整体项目起始日期	2019年10月
整体项目结束日期	2022年10月
整体项目预算	6,000,000美元

2015年以来,“2030年可持续发展议程”号召世界各国和全球社会保护地球、携手共创可持续的美好未来。2016年,中国政府发布了《中国落实2030年可持续发展议程国别方案》和《中国落实2030年可持续发展议程创新示范区建设方案》,并将其作为中国对2030年可持续发展议程承诺的重要部分。因此,燃料电池和氢能的开发与应用作为零碳能源和交通的解决方案将对中国的绿色高质量发展产生重大影响。这些努力有助于实现可持续发展目标,特别是目标3:良好健康与福祉;目标7:经济适用的清洁能源;目标11:可持续城市和社区;及目标13:气候行动等。

在UNDP-GEF FCV项目框架下,UNDP推动中国燃料电池汽车商业化、促进氢能产业的发展已有16年的时间。为进一步推进国内外燃料电池行业的技术交流与合作,加速燃料电池汽车商业化推广,UNDP决定把广东省佛山市南海区作为“联合国开发计划署氢能产业大会”永久会址,至少连续四年召开“联合国开发计划署氢能产业大会”。会议将围绕燃料电池技术、燃料电池车检测、氢能技术、氢能应用与实践、政策标准等展开深入研讨。该大会也是对在UNDP-GEF FCV项目框架下的另一个项目,即“UNDP—中国

粤港澳大湾区氢能经济职业技术学院”的有力支持。

同意 (签字/盖章):

项目执行机构	UNDP
<p data-bbox="464 797 831 869">佛山市南海区华南新能源汽车产业促进中心</p>  <p data-bbox="448 1039 507 1122">周宁 主任</p>	<p data-bbox="884 797 1251 835">联合国计划开发署驻华代表处</p>  <p data-bbox="868 1039 954 1122">戴文德 副代表</p>
<p data-bbox="448 1182 735 1220">日期: 2019年10月8日</p>	<p data-bbox="868 1182 1150 1220">日期: 2019年10月8日</p>

I. 整体项目预期成果

在联合国开发计划署的支持下，中国氢能经济得到全面发展，以更好地应对气候变化并在中国乃至全球实现可持续发展。

目标

联合国开发计划署氢能产业大会每年举办一次，以促进中国氢能经济的可持续发展。

产出和活动

产出 1: 成立大会秘书处

活动 1.1: 确定合作伙伴以成立大会秘书处

活动 1.2: 定期在佛山举行筹备会议

活动 1.3: 成立一个工作组，负责准备、发送、回复邀请本国和国际机构以及个人参加会议的邀请函

活动 1.4: 成立一个工作组，负责与会人员的后勤工作，包括酒店和会议场地的预订和机场接送

活动 1.5: 成立一个工作组，负责与各部委联络以进行政府审批，并邀请高级政府官员参加会议

活动 1.6: 成立一个工作组，负责会议和平行分论坛的安排

活动 1.7: 成立一个工作组，负责氢能产业的产品和服务的展览

产出 2: 每年定期举办联合国开发计划署氢能产业大会

活动 2.1: 邀请主管部委代表和当地政府高级官员参加开幕环节

活动 2.2: 邀请知名专家作为讨论嘉宾或演讲嘉宾参加主旨论坛、分论坛等

活动 2.3: 与联合国开发计划署其他国家办公室同事举行边会，以便在南南合作框架下设计和制定后续活动

活动 2.4 为大会安排同声传译服务

活动 2.5 为大会用车制定完善计划并实施

活动 2.6 为大会制定设计、执行方案并按计划实施

活动 2.7 为与会人员、嘉宾和工作人员妥善安排食宿问题

活动 2.8 为有关人员预定机票并出票

活动 2.9 为大会制定完善的宣传方案，如：制作宣传片、召开新闻发布会、建立公众号宣传、邀请媒体采访专访等

产出 3: 联合国开发计划署氢能产业大会记录管理

活动 3.1: 为大会做适当的视频记录

活动 3.2: 为大会做适当的照片记录



II. 项目和预算框架

预期成果						
在联合国开发计划署的支持下，中国氢能经济得到全面发展，以更好地应对气候变化并在中国乃至全球实现可持续发展。						
目标						
联合国开发计划署氢能产业大会每年举办一次，以促进中国氢能经济的可持续发展。						
活动	主要指标	2019 预算 (美元)	2020 预算 (美元)	2021 预算 (美元)	2022 预算 (美元)	合计 (美元)
产出 1: 成立大会秘书处						
活动 1.1: 确定合作伙伴以成立大会秘书处	大会秘书处成立	17,000	17,000	17,000	17,000	67,998
活动 1.2: 定期在佛山举行筹备会议	每季度至少一次	21,249	21,249	21,249	21,000	84,748
活动 1.3: 成立一个工作组，负责准备、发送、回复邀请本国和国际机构以及个人参加会议的邀请函	工作组成立	11,333	10,000	10,000	10,000	41,333
活动 1.4: 成立一个工作组，负责与会人员的后勤工作，包括酒店和会议场地的预订和机场接送	工作组成立	28,333	27,000	27,000	27,000	109,333
活动 1.5: 成立一个工作组，负责与各部委联络以进行政府审批，并邀请高级政府官员参加会议	工作组成立	25,499	24,000	24,000	24,000	97,499
活动 1.6: 成立一个工作组，负责会议和平行分论坛的安排	工作组成立	21,249	21,249	21,249	21,000	84,748
活动 1.7: 成立一个工作组，负责氢能产业的产品和服务的展览	工作组成立	17,003	17,000	17,000	17,000	68,002
小计		141,667	137,498	137,498	136,999	553,662
产出 2: 每年定期举办联合国开发计划署氢能产业大会						
活动 2.1: 邀请主管部委代表和当地政府高级官员参加开幕环节	召开会议	100,368	100,000	100,000	100,000	400,368
活动 2.2: 邀请知名专家作为讨论嘉宾或演讲嘉宾参加主旨论坛、分论坛等	邀请至少 10 国内外知名专家到会	29,749	28,000	28,000	28,000	113,749
活动 2.3: 与联合国开发计划署其他国家办公室同事举行边会，以便在南南合作框架下设计和制定后续活动	组织至少 5 场边会	420,407	315,000	360,000	360,000	1,455,407



活动 2.4 为大会安排同声传译服务		53,832	53,402	53,403	53,000	213,637
活动 2.5 为大会用车制定完善计划并实施		76,498	78,000	78,000	78,000	310,498
活动 2.6 为大会制定设计、执行方案并按计划实施		426,406	400,000	400,000	400,000	1,626,406
活动 2.7 为与会人员、嘉宾和工作人员妥善安排食宿问题		165,746	160,000	160,000	160,000	645,746
活动 2.8 为有关人员预定机票并出票		33,999	30,000	30,000	30,000	123,999
活动 2.9 为大会制定完善的宣传方案，如：制作宣传片、建立公众号宣传、召开新闻发布会、邀请媒体采访专访等		82,165	82,000	82,000	82,000	328,165
小计		1,389,171	1,246,402	1,291,403	1,291,000	5,217,976
产出 3:联合国开发计划署氢能产业大会记录管理						
活动 3.1: 为大会做适当的视频记录	形成完整的音像资料档案	8,783	8,783	8,783	8,783	35,132
活动 3.2: 为大会做适当的照片记录	形成完整的图片资料档案	4,533	4,647	4,647	4,647	18,473
小计		13,316	13,430	13,430	13,430	53,605
直接成本总计		1,544,153	1,397,330	1,442,331	1,441,429	5,825,243
UNDP 管理费		46,325	41,920	43,270	43,243	174,757
总计		1,590,478	1,439,250	1,485,601	1,484,672	6,000,000



III. 项目预算支付日程

支付日期	美元金额 (或官方汇率等值的人民币)
(a) 2019年11月20日之前	1,500,000
(b) 2020年9月15日之前	1,500,000
(c) 2021年9月15日之前	1,500,000
(d) 2022年9月15日之前	1,500,000
总计	6,000,000

IV. 项目各方的职责

联合国开发计划署

联合国开发计划署驻华代表处将主要负责：1) 审查和批准年度工作计划；2) 开展监督和评估活动；3) 通过任命独立的财务审计师和评估顾问为项目提供审计服务；4) 确保包括采购和财务在内的所有活动均严格按照联合国开发计划署的程序进行；5) 在邀请联合国开发计划署其他国家办公室、国际和国内专家参加会议方面提供支持；6) 在设计大会全体会议和论坛时提供技术支持。

项目执行机构：佛山市南海区华南新能源汽车产业促进中心

在佛山市南海区发展和改革局的领导下，根据国家科学技术部的指导，作为项目的执行方，同时也作为UNDP-GEF FCV项目框架下区级项目管理办公室，佛山市南海区华南新能源汽车产业促进中心（政府机构），负责以下工作：1) 根据《项目文件》提供项目资金；2) 根据《项目文件》和《项目管理指南》，制定年度工作计划，确保项目成果的实现，负责项目的实施，以及日常管理和协调工作；3) 项目汇报和项目成果的沟通；4) 与联合国开发计划署进行联合监测与评估，共享并发布项目成果；5) 管理财务账户。