

United Nations Development Programme INDIA

2014 Annual Work Plan (Government of India - UNDP Country Programme Action Plan 2013-2017)

Project Title: **Removal of Barriers to Biomass Power Generation in India – Phase I**

Implementing Partner: Ministry of New and Renewable Energy (MNRE)

UNDP Strategic Plan Outcome: Inclusive and sustainable growth and development

UNDP Strategic Plan Output(s): Energy efficiency and access to modern energy

UNDAF / CPAP Outcome: Government, industry and other relevant stakeholders actively promote environmental sustainability and enhanced resilience of communities in the face of challenges of climate change, disaster risk and natural resource depletion.

PROJECT DESCRIPTION (NOT MORE THAN 1/2 PAGE)

A. State the specific development challenge or gap that this AWP is addressing.

The project aims to accelerate the use of environmentally sustainable biomass power and cogeneration technologies in India, using different types of captive and distributed biomass resources. The project also aims to improve the electricity supply using renewable energy sources thereby leading to a reduction in GHG emissions. This will be achieved by removing identified financial, technical and managerial barriers, and by improving access to financing towards building a stronger foundation for large-scale commercialization of biomass power

B. Select one or more of the below strategies for addressing the above mentioned challenge/gap and describe in the context of this AWP:

- Changes in attitudes and access to decision making through awareness raising, brokering, convening*
- Changes in policies, plans, budgets and legislation through support to national assessment, planning, budgeting, policy making*
- Changes in the lives of individuals and communities through implementation for inclusive development*

C. List the possible improvements in the capacities of institutions, individuals and systems that will occur as a result of this AWP.

- Awareness generation and capacity development of Biomass Power Generation among various stakeholders
- Availability of trained technicians for operations and maintenance of Biomass Power Plants
- Performance improvement of Biomass technologies in the field

D. List the gender issues in this AWP and specific ways in which they will be addressed.

NA

E. List the South-South cooperation opportunities in this AWP and specific ways in which they will be addressed.

Transfer of knowledge through articles, case studies, documentation, newsletters and dedicated website on Biomass Power

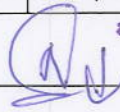
Programme Period:	2013 - 2018
Atlas Project ID:	00051271
Atlas Output ID	00043810
Start date:	22 September 2006
End Date	31 March 2014
PAC Meeting Date	8 November 2008
Implementation modality	NIM

2014 AWP budget [only GEF]:	USD 482,500
- Regular	
- Donor (GEF):	USD 482,500
- Government:	USD 300,000 #
In-kind Contributions (GEF)	NA
# not through UNDP budget	

Project Expenditure (USD)

Total Budget	Exp 2007	Exp 2008	Exp 2009	Exp 2010	Exp 2011	Exp 2012	Exp 2013	Budget 2014	Budget 2015*	Budget 2016
5,650,000	594,870	1073,330	367,566	(372,029)	377,704	118,015	258,530 ¹	482,500	1466,925	1282,500

Agreed by MNRE:


आलोक श्रीवास्तव / ALOK SRIVASTAVA
 Joint Secretary
 नवीन और नवीकरणीय ऊर्जा मंत्रालय
 Ministry of New and Renewable Energy
 भारत सरकार / Govt. of India
 नई दिल्ली / New Delhi-110 003

Agreed by UNDP:


Alexandra Solovieva
 UNDP Deputy Country Director

¹ Expenditure: Provisional figures

*The project is scheduled to close on 31 March 2014, but it is proposed to extend it for 2 to 3 years.

I. ANNUAL WORK PLAN - YEAR: 2014

Key area of UNDP strategic Plan: Environment and sustainable development; crisis prevention and recovery						
UNDAF / CPAP OUTCOME: Government, industry and other relevant stakeholders actively promote environmental sustainability and enhanced resilience of communities in the face of challenges of climate change, disaster risk and natural resource depletion.						
CPAP OUTCOME Indicators: Number of government's schemes and missions, which incorporate climate resilience measures.						
CONTRIBUTING TO CPAP OUTPUT: Output 3.1: Access to Clean Energy is expanded for under-served communities and small-scale industry						
CONTRIBUTING TO CPAP 5 year target: Facilitating the Removal of barriers and increased adoption of Biomass Power technology						
Annual OUTPUTS	PLANNED ACTIVITIES	Month of completion	RESPONSIBLE PARTY	Funding Source	Budget Description	Amount ²
Annual output 1- Report prepared on Techno-economic feasibility of biomass-solar hybrid along with Detailed Project Report for implementing one biomass-solar hybrid based power project <i>(Pro Doc Component/Outcome statement 1: Technology package benchmarking & validation, including plantation)</i>	1.1 PMU commissions and completes study on biomass-solar thermal hybrid for power generation in India and abroad and prepares a techno-economic feasibility report	December	PMU	GEF	71200	40,000
	1.2 PMU supports preparation of Detailed Project Reports [DPR] for biomass-solar hybrid for power generation	December	PMU	GEF	71300 74000	10,000 5,000
Annual output 2. Learn from international best practices on Megawatt scale biomass power plant for revising the MNRE guidelines on benchmarking and promotion of biomass power plants in India <i>[Prodoc outcome statement 1: Technology package benchmarking and validation for different bio-mass power technologies, including energy plantation]</i>	2.1 Exposure visit for PMU, selected experts and potential investors to best practices in operating megawatt scale biomass power plants abroad	December	PMU	GEF	71600	20,000
Annual output 3. Prepare a report on techno-commercial viability of wasteland for biomass production for power generation and prepare	3.1 Study and prepare techno commercial viability of wastelands for biomass production	September	PMU	GEF	71300	22,000

2 Budget amounts including Direct Project Costs. An internal working sheet should be shared with RMU. DPC budgeted under PMU

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detailed project reports [DPR] for four sites [Prodoc outcome statement 1: Technology package benchmarking and validation for different bio-mass power technologies, including energy plantation].	for power generation						
Annual output 4 - Publish a report on 'Socio economic and Environment impact of biomass power plants in India', and quarterly newsletter 'BioPower India' [Prodoc outcome statement 2: Capacity building of key stakeholders]	4.1: Publication of four issues of quarterly newsletter 'BioPower India'	December	PMU	GEF	71300 74000	30,000 5,000	
	4.2: Technical editing of two reports prepared under the project, publishing and uploading them on relevant websites	October	PMU	GEF	71300	10,000	
	4.3: Preparation of report on Socio-Economic and Environment Impact of biomass based power plants in India	December	PMU	GEF	71300 74000	50,000 3,000	
	4.4: Launch a 'Biomass knowledge Portal'	December	PMU	GEF	71300	25,000	
Annual output 5.1: Provide recommendations for conducive policy and regulatory atmosphere based on findings of two regional workshops. Annual output 5.2: Launch a 'Biomass Knowledge Portal' [Prodoc outcome statement 3: Development of business, commercial and support services networks in focused States.]	5.1: Organization of two regional workshops for sharing information, knowledge, experiences on biomass power and recommend actions for conducive policy and regulatory atmosphere to exploit biomass power in India	November	PMU	GEF	71300 71600	10,000 1000	
Annual output 6: At least two new Model Investment Projects established. [Project Prodoc outcome statement 4: Model Investment Projects (MIPs)]	Activity 6.1: Implementation of MIP [Model Investment Project] Activity 6.2: Monitoring and evaluation of MIPs	December	PMU	GEF	72600 74000	100,000 12,000	
TOTAL IN USD							
	Project staff salaries and project management expenses					59,500	
	Annual Audit, Evaluations, Micro assessment costs³					5,500	
	AWP GRAND TOTAL IN USD					482,500	

³ Once a project has incurred expenditure for micro-assessment, do not budget for it in subsequent years.

II. MANAGEMENT ARRANGEMENTS

The management arrangements will remain same as specified in approved project document except with the following changes: The Outcome Boards will meet twice a year. The review and recommendations of the Outcome Board will feed into the CPMB annual strategic review meeting. The Project Steering Committee (PSC) will provide oversight of project level activities, which will be responsible for approving the budgeted Annual Work Plans and providing overall guidance and oversight. The PSC will meet at least once a year. The day-to-day management of the AWP's and related decisions will be taken up in the Project Executive Committee (PEC) of the project.

Fund Flow Arrangements and Financial Management:

Under the National Implementation (NIM), as per the existing programme management arrangements, funds will be channelled through the accounts of the Government of India i.e. UNDP would transfer funds to CAAA as per the approved Annual Work Plan. IP shall make suitable provisions in its annual budget to receive UNDP funds.

Funds would be reimbursed to CAAA based on the request from the IP. The request from IP will come on the standard Fund Authorization and Certificate of Expenditures (FACE) form duly signed by the National Project Director or person assigned/delegated by IP. No funds shall be released by UNDP without prior submission of a duly filled and signed FACE form. Unspent funds from the approved AWP's will be reviewed in the early part of the last quarter of the calendar year and funds reallocated accordingly.

Separate books of account shall also be maintained in order to ensure accurate reporting of expenditure and providing a clear audit trail.

Funds can also be transferred as: a) direct payment to vendors or third parties for obligations incurred by the Implementing Partners (Indian Railways) on the basis of requests signed by the designated official of the Implementing Partner; and b) direct payments to vendors or third parties for obligations incurred by UN agencies in support of activities agreed with Implementing Partners. Advance fund transfers shall be requested and released for programme implementation periods not exceeding three months. UNDP shall not be obligated to reimburse expenditure made by the Implementing Partner over and above the authorized amounts. Also Partner needs to report interest earned immediately to UNDP through next submitted FACE Form.

The Implementing Partner may request UNDP to provide support services for project implementation. These services may include procurement, recruitment, purchase of goods and services, and organisation of training activities and workshops. UNDP recruitment and procurement rules and regulations will apply for the services provided. All direct costs which are attributable to the provision of these services (direct project costs) will be charged to the project in accordance with in accordance with the policies decided by UNDP decided by UNDP's Executive Board.

Books of account shall be maintained in order to ensure accurate reporting of expenditure and providing a clear audit trail. Any interest accrued on the project funds during the project cycle will be ploughed back into the project in consultation with Implementing partner and UNDP and project budgets will stand revised to this extent. If there is no scope for ploughing back the interest will be refunded to UNDP.

Audit: In support of fiduciary good practice and to facilitate scheduled and special audits, each Implementing Partner receiving funds from UNDP will provide UNDP or its representative with timely access to: a) all financial records which establish the transactional record of the fund transfers provided by UNDP; and b) all relevant documentation and personnel associated with the functioning of the Implementing Partner's internal control structure through which the fund transfers have passed. The

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findings of each audit will be reported to the Implementing Partner, DEA and UNDP. As part of the process, each Implementing Partner will: a) receive and review the audit report issued by the auditors; b) provide timely statements of the acceptance or rejection of any audit recommendation to the UNDP that provided the funds; c) undertake timely actions to address the accepted audit recommendations; and d) report on the actions taken to implement accepted recommendations to the UNDP on a quarterly basis.

III. 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:

- A. **MONTHLY PROGRESS REPORT:** The Implementing Partner, in consultation with the project teams, will provide brief monthly updates on progress against planned activities and budgets. These monthly reports will be provided in the format provided at **Annex 1**. These monthly reports will be consolidated, as required, by UNDP's quality assurance team for progress review meetings.
- B. **ONE TIME RISK LOG:** Based on the initial risk analysis, a risk log shall be activated in Atlas and regularly updated by reviewing the external environment that may affect the project implementation. This will be completed by UNDP project assurance team in consultation with the Implementing partner. Use the standard Risk Log template
- C. **QUARTERLY FINANCIAL REPORT:** The Implementing Partner (IP) will make use of the Funding Authorization and Certificate of Expenditures (FACE) to report on expenditures and request for reimbursement to CAAA on a quarterly basis, or more frequently, if required.

The implementing partner must submit the FACE at the end of each quarter, within the first 10 days of the following quarter. Together with the FACE, the project has to send a copy of the bank statement as up to the date of the end of the period reported and the itemized cost estimates of the activities to be funded. The FACE form has to be certified by the designated official from the IP.
- D. **PROJECT EVALUATION** will be conducted as per the GEF procedure described (midterm review and terminal evaluation) in the project document. Evaluation is expected by March 2017.
- E. **ANNUAL REVIEW REPORT:** An **Annual Review Report** shall be prepared by the Project Manager and shared with the **Project Board** and the Outcome Board. The reporting format at **Annex 2** will be used to provide brief description of results achieved in the year against pre-defined annual targets.
- F. **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.

ANNEXES

Annex 1 – Monthly progress report format

Project Title						
Implementing Partner						
Month/Year						
Annual Outputs	Planned activities	Month of completion	Responsible party	Budget Amount	Monitoring framework	
					Cumulative Expenditures	Progress towards meeting AWP annual outputs
TOTAL						

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Annex 2 – Annual progress report format

Key area of UNDP strategic Plan:			
UNDAF / CPAP OUTCOME			
CPAP OUTCOME Indicators			
CONTRIBUTING TO CPAP OUTPUT			
CONTRIBUTING TO CPAP 5 year target			
Project title			
Implementing partner			
Year			
Annual Outputs	Allocated budget	Total Expenditure	Progress on planned outputs and key successes
1			
2			
3			
Policy results and any additional results achieved			
Lessons learned, project shortcomings and solutions			
Follow-up Actions			

Report of Services to Biomass Power Generation in India

14/2024-4.40

CRITICAL RESULTS PATH 2014
 Name of Project: Biomass Power Generation in India
 Name of Programme Officer: Dr. S.M. Srivastava
 Name of Implementing Partner: NIM Project
 Total Budget: 5500000 2007 544070 2008 1073330 2009 307596 2010 -372008 2011 377504 2012 1186115 2013 258530 2014 482300 2015 3469725 2016 1282489

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	2016
2014	PMU has already contract to purchase agency for biomass power generation in India and abroad and prepare a techno-economic feasibility report	Agency submits draft Initial Status Report to PMU	Agency submits report to PMU	Agency submits report to PMU	Agency submits report to PMU	Agency submits report to PMU	Agency submits report to PMU	Agency submits report to PMU	Agency submits report to PMU	Agency submits report to PMU	Agency submits report to PMU	Agency submits report to PMU	Agency submits report to PMU
2015	1.1 PMU commissions and completes study biomass-solar thermal hybrid for power generation in India and abroad and prepare a techno-economic feasibility report	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU
2016	1.2 PMU supports preparation of Detailed Project Reports (DPR) for biomass-solar hybrid for power generation	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU
2017	2.1 Exposure visit for PMU, selected experts and potential investors to best practices in operating megawatt scale biomass power plants in abroad	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU
2018	3.1 Study and prepare techno commercial viability of waste land for biomass production for power generation	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU
2019	4.1 Publication of four issues of quarterly newsletter 'BioPower India'	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU
2020	4.2 Technical editing of two reports prepared under the project and uploading them on relevant websites	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU
2021	4.3 Preparation of report on Socio-Economic and Environment Impact of Biomass based power plants in India	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU
2022	5.1 Organization of two regional workshops for sharing information, knowledge, experiences on biomass power and recommended actions for conducive policy and regulatory atmosphere to exploit biomass power in India	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU	PMU submits report to PMU

Annual output 1: Report prepared on Techno-economic feasibility of biomass-solar hybrid along with Detailed Project Reports (DPR) for biomass-solar hybrid based power project
 [Provide outcome statement 1: Technology package for biomass power generation for different biomass power technologies, including energy planning]

Annual output 2: Learn from international best practices on biomass power generation and prepare guidelines for revising the KMBE guidelines on benchmarking and promotion of biomass power plants in India.
 [Provide outcome statement 1: Prepare a report on socio-economic and environmental impact of biomass power generation and prepare detailed project reports (DPR) for four sites.
 [Provide outcome statement 1: Technology package for biomass power generation for different biomass power technologies, including energy planning]

2014 Output 4: Publish a report on Socio economic and Environment impact of biomass power plants in India, and quarterly newsletter 'BioPower India'
 [Provide outcome statement 2: Capacity building of key stakeholders]

2014 Output 5: Provide policy and regulatory atmosphere based on findings of two regional workshops. Annual output 5.2: Launch a 'Biomass Knowledge Portal'
 [Provide outcome statement 2: Development of biomass, commercial and support services network]

in financial terms)	Business portal conditions to be met for the platform to be interactive for stakeholders	Agency provides information to be captured	Agency provides information on knowledge portal	Agency provides information to be captured	Agency provides information on knowledge portal	Agency provides information to be captured	Agency provides information on knowledge portal	Agency provides information to be captured	Agency provides information on knowledge portal	Agency provides information to be captured	Agency provides information on knowledge portal
5.2 Launch of Biomass Knowledge Portal											
2014 Output 6 Annual output 6.1: four new Model Investment Projects established											
Project Proactive outcome statements 4 - Model Investment Projects (MIPs)											
2014 Output 7 Annual output 7.1: four Project Steering Committee (PSC) meetings and 4 Project Executive Committee (PEC) meetings are conducted by PMU	Business portal conditions to be met for the platform to be interactive for stakeholders	Agency provides information to be captured	Agency provides information on knowledge portal	Agency provides information to be captured	Agency provides information on knowledge portal	Agency provides information to be captured	Agency provides information on knowledge portal	Agency provides information to be captured	Agency provides information on knowledge portal	Agency provides information to be captured	Agency provides information on knowledge portal
6.1 Implementation of MIP (Model Investment Project)	PMU reviews the status of the MIPs and provides feedback to the stakeholders	PMU reviews the status of the MIPs and provides feedback to the stakeholders	PMU reviews the status of the MIPs and provides feedback to the stakeholders	PMU reviews the status of the MIPs and provides feedback to the stakeholders	PMU reviews the status of the MIPs and provides feedback to the stakeholders	PMU reviews the status of the MIPs and provides feedback to the stakeholders	PMU reviews the status of the MIPs and provides feedback to the stakeholders	PMU reviews the status of the MIPs and provides feedback to the stakeholders	PMU reviews the status of the MIPs and provides feedback to the stakeholders	PMU reviews the status of the MIPs and provides feedback to the stakeholders	PMU reviews the status of the MIPs and provides feedback to the stakeholders
7.1: PEC and PSC are conducted as monitoring exercises at stipulated intervals	PMU reviews the status of the MIPs and provides feedback to the stakeholders	PMU reviews the status of the MIPs and provides feedback to the stakeholders	PMU reviews the status of the MIPs and provides feedback to the stakeholders	PMU reviews the status of the MIPs and provides feedback to the stakeholders	PMU reviews the status of the MIPs and provides feedback to the stakeholders	PMU reviews the status of the MIPs and provides feedback to the stakeholders	PMU reviews the status of the MIPs and provides feedback to the stakeholders	PMU reviews the status of the MIPs and provides feedback to the stakeholders	PMU reviews the status of the MIPs and provides feedback to the stakeholders	PMU reviews the status of the MIPs and provides feedback to the stakeholders	PMU reviews the status of the MIPs and provides feedback to the stakeholders
Note: The project is scheduled to end on 31 March 2014. PMU is intending to set an extension for two years. The extension is in line with recommendations made by the consultants who conducted the first review.											
MCS Output 1, for 2014 New annual PSC/PEC/PEM from MCS here											
MCS Output 2 for 2014 New annual PSC/PEC/PEM from MCS here											
MCS Output 3 for 2014 New annual PSC/PEC/PEM from MCS here											

For 2014/2015 for year or no	For 2015/2016 for year or no	For 2016/2017 for year or no	For 2017/2018 for year or no	For 2018/2019 for year or no