

Facesheet(Tick ✓ one) **Project seeking APEC funding** **Progress Report** **Evaluation Report**(Tick ✓ one) () **Operational Account** () **TILF Special Account** (X) **Self-funded Project**

Project number: <i>(To be filled in by Secretariat)</i>		Date received by Secretariat:	Late / Not late <input type="checkbox"/> <input type="checkbox"/>
Name of Committee/Working Group: Expert Group on Energy Efficiency and Conservation/Energy Working Group			
Title of Project: Energy for Sustainable Communities Program			
Proposing APEC Member: USA			
Co-sponsoring APEC Member(s): Australia, Canada, Japan, Korea, Malaysia, New Zealand, Mexico, Singapore, Chinese Taipei			
Project Overseer: Name, Title and Organization Andre Van Rest, APEC Program Manager U.S. Department of Energy		(M/F)	
Postal address: 1000 Independence Ave., SW Washington, DC 20585		Tel: 202-586-9793 Fax: 202-586-1605 Email: andre.vanrest@hq.doe.gov	
Financial Information	Total cost of proposal (US\$): \$50,000	Amount being sought from APEC Central Fund (US\$): \$0	
Type of Project: <input type="checkbox"/> seminar/symposium <input type="checkbox"/> short-term training course <input type="checkbox"/> survey or analysis and research <input type="checkbox"/> database/website <input checked="" type="checkbox"/> others (<i>Please specify</i>) Coordinating Program			
Project start date: January 2003		Project end date: December 2003	
Project Purpose: The program has four objectives: <ul style="list-style-type: none"> • To facilitate the exchange of information, knowledge, and experience on energy and sustainable development; • To improve access to emerging energy technologies that promote sustainable development; • To assist member economies in finding financial resources for implementing sustainable practices; and • To assist member economies in monitoring and evaluating the progress of communities in becoming sustainable. 			
Signature of Project Overseer: <i>(Separate written confirmation acceptable for email submission)</i>		Date:	

Signature of Committee Chair/WG Lead Shepherd:

(Separate written confirmation acceptable for email submission)

Date:

A. Project Design**Project**

01. Name of project.

Energy for Sustainable Communities Program

02. Name of the working group or committee taking responsibility for the project and the dissemination of its results.

Expert Group on Energy, Efficiency and Conservation/Energy Working Group

Objectives

03. Describe briefly how you will measure your results (in the short and longer term) to know if your project has been successful. (You must provide detailed assessment measures in paragraph 19)

The program has four objectives:

- To facilitate the exchange of information, knowledge, and experience on energy and sustainable development;
- To improve access to emerging energy technologies that promote sustainable development;
- To assist member economies in finding financial resources for implementing sustainable practices; and
- To assist member economies in monitoring and evaluating the progress of communities in becoming sustainable.

04. How, briefly, this project responds to the priorities set by APEC Leaders and Ministers, as evidenced by parts of the APEC Action Agenda including Action Program, work plan, vision statement, and policy statement that relate to this project.

The program is consistent with the themes set forth in the Manila Framework (8th Ministerial Meeting, November 22-23, 1996), especially:

- Develop Human Capital, the region's main asset in economic development, to broaden the benefits of economic growth, deepen the basis for sustainable growth, and strengthen social cohesion domestically and regionally;
- Strengthen Economic Infrastructure to eliminate bottlenecks to economic growth, especially in such areas as telecommunications, transportation, and energy in order to further integrate members into the regional economy, and the region into the global economy;
- Harness Technologies for the Future to ensure that APEC joint activities promote the flow and expand the capacities of its members to absorb existing industrial science

and technology as well as develop new technologies for the future, thus promoting a free flow of information and technology;

- Safeguard the Quality of Life Through Environmentally Sound Growth by promoting sound policies and practices, taking into account concerns about sustainable development.

The program is consistent with the energy policy principles established by the Working Group on Regional Energy Cooperation in October 1994 and recently endorsed by energy ministers (4th Ministerial Meeting, May 10-12, 2000), especially principles:

1. Emphasize the need to ensure energy issues are addressed in a manner which gives full consideration to harmonization of economic development, security and environmental factors.
2. Pursue policies for enhancing the efficient production, distribution and consumption of energy.
6. The regular exchange of experience on the various policies being used by member economies to achieve a more rational energy consumption.
9. Encourage the establishment of arrangements for the development of human resource skills relevant to the application and operation of improved technology.
10. Enhance energy information and management programs to assist more rational energy decision making.
13. Promote cost-effective measures which improve the efficiency with which energy is used but reduce greenhouse gases as part of a suggested regional response to greenhouse gas reductions.

The proposal supports the following objective in Part I of the Osaka Action Agenda:

- Section C4b: “APEC economies will achieve free and open trade and investment in the Asia-Pacific region by facilitating investment activities through, *inter alia*, technical assistance and cooperation.”

The proposal responds to Part II of the Osaka Action Agenda:

- Section B5c, Energy, Common Policy Concepts: “APEC economies will set priority on reducing the environmental impact of the energy sector.”
- Section B5e, Energy, Joint Activities/Dialogue: APEC economies will improve environmental performance through expanded programs in the fields of . . . renewable energy sources and end-use energy conservation measures . . . “

05. For applications under the TILF Special Account: How briefly this project contributes to APEC Trade and Investment Liberalisation and Facilitation (e.g. relevance to specific parts of the Osaka Action Agenda).

Not applicable.

Linkages

06. The kinds of institutions in member economies intended to benefit from the results of the project. Highlight the direct benefits to the institutions, the types of business in member economies which will benefit from the results of the project and what the direct benefits are.

Local governments, their citizens, and private business firms will benefit from this program. Activities under the program will (1) lead directly to environmental improvement; (2) lower energy costs for local governments, consumers, and businesses; and (3) provide the opportunity for private firms to implement sustainable projects.

07. How the participation of the business/private sector and non-governmental institutions has been sought or will be sought. Illustrate how the business/private sector has been involved in the planning and delivery of the project and whether any other APEC fora have been consulted. (*)

The private sector is an integral part of the program. The program helps communities identify sustainable projects. It is the private sector, however, that finances and implements the projects. Non-governmental organizations are used as contact points in economies participating in this program.

08. How this project will add "APEC value" (as to the potential benefits of implementing projects) in the context of other work that might have been done elsewhere in the same field. (*)

Delegates from communities in APEC member economies run the program. The information exchange of "best practices" is from APEC community to APEC community. The financing and implementing of projects is by private firms in APEC economies.

09. An indication of how the project might contribute to related projects or activities in APEC or elsewhere.

The program complements APEC's Sustainable Cities Program of Action, developed in Toronto, Canada, 9-11 June 1997. The program also complements the activities of the Energy Working Group's Expert Group on New and Renewable Energy Technologies.

10. Describe the deliverables of the project and demonstrate how they will meet the needs of the targeted beneficiaries.

The deliverables of the project include--

- construction plan building on the master plan of a model sustainable village in Guanghai, China;

- master plans for two other sustainable villages in China;
- workshops on sustainable community energy development that will build institutional capacity for mayors, planners, and technical staff of participating communities in the APEC region; and
- feasibility assessments for creating sustainable community energy centers in China and Vietnam;
- community energy profile for a participating community in Mexico; and
- reports to the appropriate APEC fora on the activities of the program.

By strengthening sustainable planning capability and sharing "best practices" among communities in the region, the deliverables of the program help local community leaders better incorporate the principles of sustainability in their planning processes.

Methodology

11. A concise description of the project's methodology.

- *Construction plan for model sustainable village in Guanghan.* Design and construction experts of the Program will work with local Chinese counterparts on developing detailed construction plans for the village.
- *Master plans for two other sustainable villages in China.* Design and construction experts of the Program will work with local Chinese counterparts on developing master plans for two villages.
- *Workshops on sustainable community energy development.* The Program will organize and coordinate workshops based on requests from participating economies.
- *Sustainable community energy centers.* The Program will work with local authorities in participating economies to acquire the necessary staff and facilities to demonstrate sustainable energy technologies.
- *Community energy profile.* A team organized by the Program will visit a Mexican community to discuss needs and obtain information to develop an energy profile.
- *Reporting to appropriate APEC fora.* The Program will report semi-annually to the Expert Group on Energy Efficiency and Conservation on the program's activities and accomplishments.

12. A timeline for circulation and submission of this project proposal with drafts circulated well in advance to fora to allow careful consideration.

A draft proposal will be circulated to EGEE&C delegates two weeks prior to the EGEE&C meeting on 10-12 April 2002. If approved by EGEE&C delegates, the proposal will be forwarded to the EWG Secretariat for their review and approval. The EWG Secretariat will then make it available to EWG representatives on the EWG website well in advance of the EWG meeting in May 2002.

13. A timetable for the accomplishment of each component in (12).

The due dates for each of the activities are:

• Construction plan for model sustainable village in Guanghan ..	June 2003
• Master plans for two sustainable villages in China	December 2003
• Workshops on sustainable energy development	Ongoing
• Sustainable community energy centers	December 2003
• Community energy profile	June 2003
• Reporting to EGEEC	Spring/Fall 2003

14. The number of APEC member economies that will participate in this project. Please indicate the names of member economies participating in each component of the project as set out in (12). (*)

Currently, communities in seven APEC economies participate in the Program: Australia, People's Republic of China, Mexico, Indonesia, Thailand, United States, and Vietnam. It is expected that several more APEC economies will participate over time.

Budget

15. An itemized budget for the project, including provision for any publication and dissemination of project results, in the prescribed format. Applications under the Operational Account should use the format at *Annex A1*. Applications under the TILF Special Account should use the format at *Annex A2*. The budget should illustrate the assumptions adopted (e.g. unit costs) for the computations.

This is a self-funded program with an estimated total cost of \$50,000. A detailed budget is in Annex A1.

16. A timetable for the drawdown of APEC funding requested for the project, including details of any advance payment or installment payment requested and justifications for such requests.

Not applicable.

17. Details of any request for waiver or exception from the normal APEC financial rules with justifications.

There is no request for waiver or exception from the normal APEC financial rules.

Dissemination of Project Output

18. A plan for the publication and dissemination of the results of the project, including:
- a. the nature of the target audience, and, based on that audience;

The target audiences vary, depending on specific activities of the project. The target audience for designing sustainable villages is the local professionals, local authorities, and national professionals and authorities interested in sustainable communities. The target audience for workshops is local authorities and officials interested in sustainable development. The target audience for the community energy profile is local officials and those interested in implementing sustainable energy projects.
 - b. the form and content;

The form and content vary, depending on specific activities of the Program. For village plans, it is a detailed description of the systems in the village. For workshops, it is a compilation of papers. The energy profile describes the energy system of the community.
 - c. format (e.g. hard copies, floppy discs, internet uploading);

All documents are in both hard copy and on the project's web site.
 - d. number of copies for the publication;

Minimum number of hard copies.
 - e. accessibility of results for the targeted audience;

Both hard copies and internet access.
 - f. a publicity plan for:
 - i) briefing the general or specialist media about key components of the project;
 - ii) the promotion of sales or other dissemination of the final product; and

Activities noted on the Program's web site.
 - g. a budget for publication and dissemination, to form part of the itemized budget.

Not applicable.

Assessment of Project

19. With reference to your objectives stated in paragraph 3, provide detailed criteria (quantitative and qualitative) for how you will measure your results in the short and long term to know if your project has been successful. State your current benchmarks for measurement, your target results from the project for each measurement criterion and the range of acceptable results both in numerical and percentage terms, where possible.

The project will be considered a success if (1) sustainable energy projects are implemented in participating communities and (2) the principles of sustainability are embedded in the planning processes of participating APEC communities. Another measure of success is the extent to which other communities in APEC economies implement sustainable energy projects and adopt those same principles.

Gender Criteria for Formulation and Evaluation of Projects

Objectives

1. Show how the objectives of the project provide benefits for women, where appropriate. APEC Ministers have indicated (*Framework for the Integration of Women in APEC*) that benefits might include: increased involvement of women; taking account of the differences in women's and men's lives (gender analysis); and collection/use of sex-disaggregated data.

Men and women benefit equally from this program.

Linkages

2. Show how the participation of women has been/will be sought. Show how women are involved in the planning, management, allocation of resources, and implementation of the project.

Women actively participate as coordinators of the program in participating APEC economies.

Methodology

3. Provide a brief description of the way women will be able to participate equitably in the development and implementation of the project.

Women actively participate as coordinators of the program in participating APEC economies

4. Provide a brief description to show that the project will collect and use sex-disaggregated data (if available) to measure the project's effects on women.

Not applicable to this project.

Dissemination of project output

5. Does the plan for the publication and dissemination of the project's results include communication methods that are appropriate for women?

The internet is a gender-neutral communication medium.

Budget

6. Are women involved in making decisions on the allocation of resources?

This is a self-funded project.

7. Where appropriate, provide details of the project's budget that are allocated to activities that address the specific needs of women.

This is a self-funded project.

Assessment of project

8. Provide details of how the project proponent will assess whether he/she has met the gender criteria for APEC projects and how he/she will measure the impact of the project on women.

The subject matter of the project is gender-neutral.

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**APEC Operational Account
Itemized Budget for Financial Year 2003¹**

Items			APEC Funding (USD)	Self Financing (USD)
<i>Direct Labour</i>	No. of Hours	Rate		
- Speaker's Honorarium				
- Consultant (including Researcher) Fees	800	\$50.00/hour		\$40,000
- Consultant's Secretary Cost				
<i>Travel</i>				\$10,000
- Per Diem (including accommodation and "additional payment")				
- Airfare				
	No. of Copies	Unit cost		
<i>Publication of report (including distribution)</i>				
<i>Photocopying</i>				
<i>Communications (Phone/ Fax/ Mail/ Courier)</i>				
<i>Total</i>				\$50,000

¹ If project straddles more than one year, please indicate only the amount of funds required for the financial year in question.