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“PROMOTING SUSTAINABLE RURAL ENERGY TECHNOLOGIES (RETS) FOR HOUSEHOLD AND PRODUCTIVE USES— ETHIOPIA” PROJECT

RET ENTERPRISES INNOVATION AWARDS APPLICATION PACKAGE

APRIL 21, 2017



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1. INTRODUCTION

The Ministry of Water Irrigation and Electricity (MoWIE) of Ethiopia in collaboration with several partners, including Ministry of Environment, Forestry and Climate Change (MoFECC), UNDP, the Development Bank of Ethiopia (DBE) and UNCDF, is implementing the GEF-financed project titled “Promoting Sustainable Rural Energy Technologies (RETs) for Household and Productive Uses”. The project complements the Ethiopian Energy Strategy, the Ethiopian Climate Resilient Green Economy Strategy, and the National Communication Reports of Ethiopia to the UNFCCC, and is aligned with the technology options derived from the Technology Needs Assessment (TNA) prepared by UNDP with GEF support in 2007. It is also fully consistent with the goals of the Sustainable Energy for All (SE4All) initiative of the United Nations Secretary General.

The project aims to reduce Ethiopia’s energy-related CO₂ emissions by approximately 2 million tons of CO_{2e} by promoting renewable energy and low greenhouse gas (GHG)-producing technologies as a substitute for fossil fuels and non-sustainable biomass utilization in the country. Specifically, the project encourages greater use of renewable energy technologies for household and productive uses in rural communities. Approximately 800,000 households (4 million people) are expected to benefit from the project by being enabled to invest in approximately 200,000 small-scale solar PV products and approximately 600,000 improved cook-stoves.

It is believed that the development of RET enterprises that can avail RET products and services suitable for rural households and businesses for heating, lighting and productive purposes will be the key to the achievement of this project objective. Thus, the project will seek to implement a private sector driven and market based approach towards realizing this specific project objective.

In this regard, the project plans to assist the RET development by providing grants (kick-off funding), specific set of training and Business Development Services for applicants selected on a competitive basis.



The present award package is prepared in order to facilitate the selection and grant award process. The package has been prepared by a Technical Core Team/ team of experts representing stakeholder institutions listed in section 11 below. The preparation involved setting selection criteria and the RET clusters in line with the project objectives by the team through a series of meetings. Experiences of national institutions like Ministry of Science and Technology and Addis Ababa University, as well as those of some developing countries from Africa and India were assessed. Based on these, a draft award package was prepared and circulated to all team members for review and comment. After addressing/incorporating all comments, the final version of the award package was presented to the team and approved in the meeting held on December 16, 2016.

2. DEFINITION

For the purpose of this document,

Innovation means:

- the creation of a new product/process/business model related to RET in Ethiopia or
- the creation of a variation/improvement on an existing technology/process/business model related to RETs in Ethiopia

Private sector enterprise means a private business enterprise formed by Ordinary partnership or Joint Venture or General Partnership or Limited Partnership or Share Company or private limited company or sole proprietorship or SMEs.

RETs means Rural Energy Technologies which are focused on improving the viability of off-grid renewable energy technologies/businesses that provide energy services to individuals and communities in rural Ethiopia without access to grid connected power or with limited or intermittent access of less than 8 hours per day using small scale clean energy system.



3. PURPOSE

The purpose of the present award is to support technology as well as business model innovators currently operating in Rural Energy Technologies in Ethiopia and encourage the emergence of similar enterprises.

4. AWARD CATEGORIES/CLUSTERS

For the purposes of the present award competition, RETs and therefore the awards are categorized into the following clusters/categories:

4.1. Solar Technologies RET Award Category

The Solar technologies RET category includes innovations related to Solar PV systems like Sola Home Systems, Solar Water Pumps, and Solar Thermal such as Solar Cookers and Solar Water Heaters . The category, however, does not include solar lanterns.

4.2. Improved Cook Stoves RET Award Category:

The Improved Cook Stoves RET category includes innovations related to Baking Stoves, Boiling Stoves heated with charcoal or other biomass fuel, Biofuel/Ethanol Stove and Grassfire/Forced Air Stove (battery).

4.3. Fuel RET Award Category

The Fuel RET category contains innovations in Biofuel, Briquettes from biomass/waste, Sustainable Charcoaling and Sustainable Fuel-wood.

4.4. Wind Energy RET Award Category

This category consists of RETs where wind energy is tapped by small scale wind turbines for electricity and by Windmills used for freshwater, irrigation and other purposes.

4.5. Biogas RET Award Category

This category comprises all RET innovations related to biogas for household and productive uses.



4.6. Mini-grid RET Award Category

Mini-grid RET Category contains innovations related to mini-grids for solar PV, mini-hydroelectricity, and other renewable sources.

4.7. Energy Efficiency for the rural communities Category

This category includes energy efficiency like system manipulation, doubling or many times fording with existing source or others things

4.8. RET Business Model Award Category

This award category includes Business Model innovations in any one or more of the RET categories defined from Section 4.1 to Section 4.7.

5. ELIGIBILITY

In order to be eligible for the award competition, the private sector enterprise must meet the following requirements:

- The innovation should be in one or more of the categories listed in Section 4.
- The innovation should belong to the enterprise or to the owner of the enterprise.
- The innovation should significantly contribute to efforts in solving energy problems of rural communities
- The enterprise must be registered as per the prevailing Federal and/or Regional laws applicable to the business sector.
- The enterprise must have been operational for at least one year in the RET sector.
- The enterprise must have paid all taxes as required by law.
- The enterprise (or the majority in case of joint venture) must be owned by Ethiopian national(s).

6. AWARD PACKAGE

Selected applicants/winners:

- i. will be awarded a grant amounting to USD 5,000,
- ii. will be given a specific set of training and Business Development Service and



- iii. based on performance and capability, applicants will be eligible to apply for further grant amounting on average USD 25,000 and that can reach up to USD 40,000

7. APPLICATION PROCEDURE

Applications can be made for innovations in technologies or for innovations in business models in any one or more of the above categories (section 4).

Applications can be filled either in Amharic or in English.

Innovations outside the categories defined in Section 4 are not acceptable.

More than one applications for the same innovation are not acceptable.

Since the purpose of the competition is to encourage the development of enterprises in RETs, the grant will not be limited to one enterprise per category. In the event that several applicants are selected for award in one category, then each such winner will be given the full Award package.

Separate applications should be made for separate innovations.

Applications should be filled according to the APPLICATION FORMs given in Appendix A or Appendix B.

Applicants should accept all the Terms and Conditions described in Appendix C. Applicants should sign and submit the Terms and Conditions (Appendix C) together with their application.

All the necessary evidences listed in the APPLICATION CHECKLIST (Appendix D) should be submitted together with the application form.

Applications should be submitted within the specified application period.

Applications submitted outside the specified period will not be accepted.

8. APPLICATION PERIOD

Applications are accepted from May 01 to May 31 2017, for about twenty-two working days



9. APPLICATION SUBMISSION PLACE

Applications for the award can be submitted to one of the following institutions, which ever is convenient to the applicant:

- a) Woreda or Zone or Regional Energy bureaus
- b) Woreda or Zone or Regional Environment bureaus
- c) By email to MOWIE at gefret2016@gmail.com

10. SELECTION PROCESS

The selection process will be made in two stages: Initial Screening and Main Screening.

10.1. INITIAL SCREENING STAGE

The initial screening stage will be made based on whether or not:

- i. The application meets all the eligibility criteria listed in Section 5 above,
- ii. The application form (Appendix A or B) is filled correctly and
- iii. All the necessary evidences indicated in the Application Checklist (Appendix D) are attached with the application form.

Applications not fulfilling any one of the above requirements will be rejected automatically.

Nevertheless, an initial screening stage report will be compiled and forwarded to MOWIE, UNFCC, UNDP for approval before proceeding to the main screening stage.

10.2. MAIN SCREENING STAGE

All applications that pass the prescreening process will be subject to the screening stage. The Screening stage is the final selection process which is done based on the selection criteria listed in Sections 13.1 and 13.2 by the Award Jury.

11. AWARD JURY

The Jury that will be in charge of the whole selection process will comprise of representatives from the following institutions:



- i. Ministry of Water, Irrigation and Energy
- ii. Ministry of Finance and Economic Cooperation
- iii. Ministry of Science and Technology
- iv. Ministry of Environment, Forest and Climate Change (MEFCC)
- v. Federal TVET Agency
- vi. Energy Loan Coordination, DBE
- vii. Adama Science and Technology University
- viii. Addis Ababa University
- ix. Bahir Dar University
- x. Hawasa University
- xi. Mekelle University
- xii. Federal Small and Medium Manufacturing Industries Development Agency
- xiii. Federal Urban Job Creation and Food Security Agency
- xiv. EDC
- xv. UNDP

The representatives from MOWIE and the project office shall be the Chairman and the Secretary of the jury, respectively.

12. APPROVAL

At the end of the main screening process, the Jury will submit a list of proposed winners for the Award to MoWIE, UNDP and MEFCC for their joint approval.

13. SELECTION CRITERIA

Applicants are advised to provide necessary information relevant to the Criteria shown in section 13.1 or section 13.2, when they describe their project in the APPLICATION FORM (Appendix A or B). The maximum points allocated for each criterion are shown so that applicants can understand the importance of giving the necessary information.



13.1. SELECTION CRITERIA

Applications for RET award categories indicated from section 4.1 to section 4.7 are evaluated based on the following criteria:

S. No.	Criteria	Criteria Weight	Points given to Applicant
1	<p>Innovation:</p> <ul style="list-style-type: none"> • Innovation (Is it original or improved?) • Uniqueness to the country • Strength of the technology rationale (are the technical specifications of the innovation grounded on established science?) 	10	
2	<p>The innovation condition</p> <ul style="list-style-type: none"> • Affordability of product • Minimum resource utilization • Types of materials used (sourced locally vs. imported) • Safety and simplicity for use • Less frequent maintenance requirement of the technology • Ease of diffusion into the different rural areas of the country • Measurability of the technology (e.g. metric ton, etc) • Contribution to indigenous knowledge • Proof of impact 	20	
3	<p>Target Client:</p> <ul style="list-style-type: none"> • Targeting the right individuals/communities (location and quantity wise) • Appropriateness of method of delivery to the target (individuals/ communities) • Proof of impact 	15	
4	<p>Reproduction and sustainability of the innovation</p> <ul style="list-style-type: none"> • Ease of production • Capacity to execute through a team up approach • Replicability of the innovation either through a partnership with another entity or by the innovator alone • Sustainability of the innovation (in terms of the inputs it requires) 	8	



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	<ul style="list-style-type: none"> • Proof of impact 		
5	Social Impact <ul style="list-style-type: none"> • Job creation potential • Benefit to women (decreasing work load) • Benefit to disabled individuals • Proof of impact 	10	
6	Economic Impact <ul style="list-style-type: none"> • Import substitution • Export potential • Contribution to poverty reduction • Proof of impact 	10	
7	Environmental Impact <ul style="list-style-type: none"> • Contribution to reduction of environmental pollution • Sustainability of material used for the RET • Sustainability of energy resources • Contribution to energy saving (efficiency) • Proof of impact 	12	
8	Business Strategy: <ul style="list-style-type: none"> • Soundness of business plan • Long term viability – financial return on the investment 	15	

13.2. SELECTION CRITERIA FOR RET BUSINESS MODEL AWARD CATEGORY

Applications for the RET Business Model Award Category indicated in section 4.7 will be evaluated based on the following criteria:

S. No.	Criteria	Criteria Weight	Points given to Applicant
1	Originality: <ul style="list-style-type: none"> • The uniqueness of the model and its superiority in comparison with similar or alternative models in the market Innovation: <ul style="list-style-type: none"> • Innovation (Is it original or improved?) • Uniqueness to the country • Strength of the technology rationale (are the technical specifications of the innovation grounded on established 	10	



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	science)		
2	<p>The innovation condition</p> <ul style="list-style-type: none"> • Minimum resource, infrastructure utilization • Role of Information Technology in the innovation (does the innovation have an IT element in it in any form?) • Potential coverage of rural areas of the country • The RET technologies the Business model deals with 	20	
3	<p>Target Client:</p> <ul style="list-style-type: none"> • Targeting the right individuals/communities (location and quantity wise) • Appropriateness of the model to RET 	15	
4	<p>Reproduction and sustainability of the innovation</p> <ul style="list-style-type: none"> • Capacity to execute through a team up approach • Possibility of working in partnership with entities • Sustainability of the innovated business model (in terms of the inputs it requires) • The extent to which the solution can be easily applied to other similar markets 	8	
5	<p>Social Impact</p> <ul style="list-style-type: none"> • Job creation potential • Benefit to women (decreasing work load) • Benefit to disabled individuals • The ability of the innovation to create or effect positive or desirable changes within the target community and beyond 	10	
6	<p>Economic Impact:</p> <ul style="list-style-type: none"> • The extent to which the innovation sufficiently addresses the problem in RET • Contribution to poverty reduction • Engaging of the rural community in the business • Proof of impact 	10	
7	<p>Environmental Impact</p> <ul style="list-style-type: none"> • Contribution to reduction of environmental pollution • Contribution to sustainable use materials, energy and energy resources • Proof of impact 	10	
8	<p>Business Strategy:</p> <ul style="list-style-type: none"> • Soundness of business plan • Long term viability – financial return on the investment 	17	



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Important

The decision of the Jury on the applications submitted for the award will be final and no further correspondence shall be entertained.

For More Information

For more information, please forward your questions to MOWIE at 251-116-63-83-90



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APPENDIX A: APPLICATION FORM (FOR RET INNOVATIONS ONLY)

1.	Award Categories (Please put an "X" in front of the Award Category you are applying for.)		Selected category
1.1.	Solar Technologies RET category Award		
1.2.	Improved cook stoves RET category Award		
1.3.	Fuel RET category Award		
1.4.	Wind energy RET category Award		
1.5.	Biogas RET category Award		
1.6.	Mini-grid RET category Award		
1.7.	Energy Efficiency for the rural communities Category		
2.	General Data of the Business Enterprise		
2.1.	Name of Enterprise		
2.2.	Renewed Business Registration Number		
2.3.	Telephone No.:		
2.4.	Email Address:		
2.5.	Region:		
2.6.	City/Rural Zone		
2.7.	Woreda		
2.8.	Kebele		
2.9.	House No		



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3.	General Data of the Enterprise Owner/Manager	
3.1.	Name of owner/manager	
3.2.	Sex	
3.3.	Age	
3.4.	Field of study	
3.5.	Education level	(for example: high school, TVET, B. Sc., etc.)
3.6.	Telephone No.:	
3.7.	Email Address:	
3.8.	Region:	
3.9.	City/Rural Zone	
3.10.	Woreda	
3.11.	Kebele	
3.12.	House No	
4.	Description of the Innovation (a maximum of three pages)	
	<p>The description should:</p> <ul style="list-style-type: none"> • Show the key outstanding features of the innovation, • Show the economic, social, or environmental impact it is bringing • Show how it differentiates from competitors in the market • Demonstrate the innovation would be replicated and scaled up to have wider impact. • Demonstrate long-term sustainability. • Make clear how your RET or RET business model is adding value and not duplicating an existing solution • Indicate the number of employees at the beginning and now <p>In general, try to show clearly how your application meets the criteria for the award.</p>	



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5.	Business Plan (a maximum of one page)
	Give a plan that will show: <ul style="list-style-type: none">• The capital requirement and how it is (to be) addressed• How it is intended to finance priorities• Return on investment• Challenges, if any, and how it is intended to overcome the challenges• Strategic directions (production, marketing, expansion, etc)• Any other information that shows your planning capacity, etc.
6.	Award Utilization Plan
	Please give a description on how you intend to use the award money if you win the award.
7.	Proof of impact (a maximum of half a page)
	The proof of impact can be expressed using one or more of the following: <ul style="list-style-type: none">• Amount of time, energy, fuel or other material saved.• Amount of waste decreased• Increase in efficiency• Profitability, asset size, and number of employees of the enterprise, etc.



APPENDIX B: APPLICATION FORM (FOR BUSINESS MODEL INNOVATIONS ONLY)

1.	Award Category (Please put an "X" in front of the Award Category you are applying for.)		Selected category
1.1.	RET Business Model Award		
2.	General Data of the Business Enterprise		
2.1.	Name of Enterprise		
2.2.	Renewed Business Registration Number		
2.3.	Telephone No.:		
2.4.	Email Address:		
2.5.	Region:		
2.6.	City/Rural Zone		
2.7.	Woreda		
2.8.	Kebele		
2.9.	House No		
3.	General Data of the Enterprise Owner/Manager		
3.1.	Name of owner/manager		
3.2.	Sex		
3.3.	Age		
3.4.	Field of study		
3.5.	Education level	(for example: high school, TVET, B. Sc., etc.)	



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3.6.	Telephone No.:	
3.7.	Email Address:	
3.8.	Region:	
3.9.	City/Rural Zone	
3.10.	Woreda	
3.11.	Kebele	
3.12.	House No	
4.	Description of the Innovation (a maximum of three pages)	
	<p>The description should:</p> <ul style="list-style-type: none"> • Show the key outstanding features of the Business model • Type of business model • Show the economic, social, or environmental impact it is bringing • Show how it differentiates from other business models. • Demonstrate long-term sustainability. • What market needs it addresses and why it is significant in its market. • Indicate the number of employees at the beginning and now <p>In general, try to show clearly how your application meets the criteria for the award.</p>	
5.	Business Plan (a maximum of one page)	
	<p>Give a plan that will show:</p> <ul style="list-style-type: none"> • Core capabilities • Organizational structure • Financial arrangements • Cost structure • Revenue model • The capital requirement and how it is (to be) addressed • How it is intended to finance the priorities • Challenges, if any, and how it is intended to overcome the challenges • Target customer segments, customer relationships • Commercial (distribution channels) and partner (if any) network • Strategic directions (production, marketing, expansion, etc) 	



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	<ul style="list-style-type: none">• Any other information that shows your planning capacity, etc.
6.	Award Utilization Plan
	Please give a description on how you intend to use the award money if you win the award.
7.	Proof of impact (a maximum of half a page)
	<p>The proof of impact can be expressed using one or more of the following:</p> <ul style="list-style-type: none">• Amount of time, energy, saved.• Amount of waste decreased• Increase in efficiency• Profitability, asset size, and number of employees of the enterprise, etc.• Targets achieved• Customer satisfaction



APPENDIX C: TERMS AND CONDITIONS

1. By submitting an application, applicants represent and warrant the veracity and accuracy of information included in their application. The Award Jury may, in its sole discretion, disqualify the applicant/s from the Award at any stage if the applicant/s has/have provided any untruthful, inaccurate or misleading details or information in the application submission.
2. Applicants may only include their own original work in support of their respective applications.
3. All Applicants represent and warrant that the ideas and materials contained in the application will not infringe upon the rights, including privacy and intellectual property rights, of any third party, and shall not otherwise violate any copyright, trademark, patent or other legally protected rights under applicable laws. To the extent that any materials submitted incorporates any third party copyrights, trademarks or other intellectual property rights, Applicants represent and warrant that all necessary licenses, permissions and clearances for their use have been obtained.
4. Applicants will retain all intellectual property rights to the contents of their submission, provided that the Award Jury may make photocopies, photographs, and video and/or audio recordings of any data or information divulged, presented, or discussed by any applicant throughout his/her/ their participation in the RET Award.
5. The Ministry of Water Irrigation and Electricity (MoWIE) of the Democratic Republic of Ethiopia and the UNDP will have the right to publicly post certain information about selected participants and their applications on the public areas, particularly on their websites, bulletins, digests, regular reports etc., including, but not limited to, name, photo, biography, category of business, logo, and summary of achievement.
6. Applicants risk disqualification if they or someone on their behalf communicates or attempts to communicate with any member of the Award Jury as well as representatives of MoWIE and the UNDP (other than submitting applications and providing further data or information as requested) in an attempt to influence the results of the RET Awards in all categories.
7. Applicants will be disqualified immediately upon any indication of (i) fraud, embezzlement or theft, (ii) willful misconduct, and (iii) intentional violation of any law or regulation contrary to the objectives of the RET Awards.
8. MoWIE and the UNDP will not take any responsibility for any arrangements between applicants and third parties.
9. Applicants in all categories agree to be bound by the RET Award Rules as they may be amended by Ministry of Water Irrigation and Electricity (MoWIE) of Ethiopia and UNDP, in their sole and absolute discretion, from time to time.



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10. By submitting an application, an applicant also agrees to release, discharge, indemnify MoWIE and UNDP as well as their respective officers, directors, employees, agents and representatives, consultants and individuals in the Award Jury, from and against any claims, expenses, damages or liability due to any injuries, damages or losses to any person or property of any kind, including but not limited to invasion of privacy, defamation, infringement of trademark, copyright, patent, utility design rights, property damage, or personal injury, resulting in whole or in part, directly or indirectly from (a) the submission of an application to any category of the RET Award, (b) acceptance of any Award or participation in the Competition or any Competition-related activity (including any travel or activity related thereto), or (c) the broadcast, transmission, performance or use of any of participant's image, business ideas and any submissions relating to the application or the Competition.
11. Applicants hereby release MoWIE and the UNDP from any injuries, damages or losses suffered or allegedly suffered by Applicant as a result of any error in the collection or retention of information submitted by the Applicant and/or any error or omission made in the printing, broadcast or announcement made in connection with the application process, the Competition or the actual grant of an Award.
12. Each Applicant hereby grants access to his/her/ their application materials to the Award Jury. MoWIE and the UNDP offer no guarantee of confidentiality, either explicit or implicit, in connection with any data or information presented or discussed by Applicant. The Award Jury will not sign non-disclosure agreements in connection with any application materials.
13. Receipt of an Award is contingent upon Award Recipient satisfying all requirements set forth in these Award Rules and documents and agreements referenced herein.

I, _____, hereby acknowledge that I have read and understood the terms and conditions and agree to be bound by the afore-mentioned terms and conditions on behalf of myself and/ or those that I represent.

Signature _____

Date _____



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APPENDIX D: APPLICATION CHECKLIST

To be sure that you have not forgotten anything, please check and fill the following table.

S. No.	Overall criteria	Yes	No
1	Have you properly filled the Application form (Appendix A or B)?		
2	Have you signed and attached the Terms and Conditions (Appendix C)?		
3	Have you attached a copy of (Renewed) Business license(s) from the authorized government bodies?		
4	Have you attached any evidence showing the financial standing of your enterprise for the last one year?		
5	Have you attached a copy of the patent for your innovation?		
6	Have you attached copies of other supporting documents?		