

Availing Tech Team Services

The FCN Tech Team works under the directions of the Convenor and Core Group of the Fair Climate Network. Services of the Tech Team are therefore available only to Network Members.

However, since the FCN is an open and welcoming Network of grassroots NGOs who wish to tap carbon resources for the sustainable development of the poor, membership criteria and procedures are not written in stone. Grassroots NGOs who wish to be a part of the Network would normally interact other Network members, gain an understanding of CDM and carbon resources, learn about and attend a CDM Meeting — 7 such meetings have been held in the first 18 months of the inception of the Network in September 2007.

Once comfortable with fellow Network Members, they would begin exploring Climate Mitigation Project potential for the sustainable development of the poor they work with in their area of coverage. Services provided by the FCN Tech Team fall under three sequentially phased stages:¹

PHASE I

Assist to choose apt and implementable technologies chosen by grassroots NGOs that can be interpreted as Climate Mitigation Projects, and generate carbon offsets.
(applicable for grassroots NGOs who wish to explore Climate Mitigation Projects and carbon revenues as a strategy for pro-poor sustainable development).

1.1. Visit by NGO Dynamics Team to the NGO

An introductory visit will be undertaken by the NGO Dynamics Team to conduct a participatory exercise wherein NGO Staff and CBO functionaries are introduced to the overall concept of Climate Mitigation Projects.

1.2. Visit by Technical Team to the NGO

Technical Staff from the FCN Tech Team will examine various technologies; explore technical support institutions in the region; and advice the grassroots NGO on the possibilities of various Climate Mitigation Projects that can be undertaken in their area of operation.

1.3. Orientation/Training/Exposure at Bagepalli

An exposure visit by 10-12 Staff per grassroots NGO to Bagepalli, for 5-7 days, will be facilitated where they will be introduced to climate change, carbon offsetting, carbon finance, offset mechanism, technologies like Biogas, Woodstoves, Photovoltaic Lamps, Low Carbon Farming, Forestry, etc. Orientation/training/exposure will include classroom sessions

¹ Because of the holistic and dynamic nature of support being provided, the above listed Consultancy services may be amended from time to time due to particular requirements that may crop up. Modification in such services may be necessitated due to an enlarged understanding of the socioeconomic situation, altered assessment of NGO capability, Methodology changes, DOE advice, fresh EB guidelines from the UNFCCC, resource mobilisation possibilities and constraints, etc.

as well as field visits to understand community ownership and management of ongoing Climate Mitigation Projects.

1.4. Second Visit by NGO Dynamics Team to NGO

A second visit by NGO Dynamics Team will be undertaken to the area of operation. The purpose is to assess and highlight strengths and challenges of the organization through participatory workshops with NGO leadership, management and field staff/functionaries.

1.5. Demographic Survey & Data Collection/Analysis

The FCN Tech Team will familiarise the grassroots NGO with the standardised common data survey format used by the Fair Climate Network to collect family demographic, landholding, energy usage, drinking water and other family information needed to choose apt and implementable technologies under Climate Mitigation Projects.

Consultancy Fees:

A non refundable Consultancy Fee of ₹ 2,40,000 (Rupees two lakhs, forty thousand only) per NGO will be charged for PHASE I services. ₹

PHASE II

Develop Project Design Documents (PDD's) and submit for registration under CDM, VER and/or Gold Standard.

(applicable for grassroots NGOs who decide to develop Climate Mitigation Projects).

2.1. Choice of Technology, Standard & Methodology

The FCN Tech Team will review all that has been done in PHASE I, especially financial viability aspects, once again assess the choice of apt and implementable technology, and decide upon a Standard under which to develop the Climate Mitigation Project. The FCN Tech Team will then study various Methodologies and choose the most suitable one under which the PDD can be developed.

The final decision on selection of the suitable technology will be taken jointly by the FCN Tech Team and the grassroots NGO.

2.2. PDD Preparation

The grassroots NGO will collect, collate and compile properly validated and authenticated data generated by a digitized data collection and analysis software designed to cater for PDD preparation.

The FCN Tech Team will receive socioeconomic and demographic data on participating families, finance plan, business model and technical information required for PDD preparation/modification provided by the grassroots NGO and prepare the Project Design Document (PDD).

After submission to the DOE, and based on the Draft Validation Report, the PDD will be modified by the Tech Team.

2.3. Baseline Study

The FCN Tech Team will prepare the baseline document as per requirements of CDM and/or Gold Standard and/or VCS, and also the DOE. The baseline will cover issues of Additionality, Leakage and MS Excel sheet calculations for anticipated Emission Reductions.

a. Baseline Survey

The FCN Tech Team will conduct literature studies to determine baseline.

If and when necessary, additional baseline surveys will be carried out by the grassroots NGO. The format and procedure for such baseline surveys will be provided by the FCN Tech Team, and data will be compiled and analysed for incorporation into the PDD.

b. Monitoring & Verification Protocol

The FCN Tech Team will develop the Monitoring and Verification protocol as per CDM and/or Gold Standard and/or VCS requirement. The grassroots NGO will elaborate and adapt its organizational structure and business plan to implement this protocol in an effective manner, with the active involvement of End User communities who will own and manage the project.

2.4. Selection of a Designated Operating Entity (Validator)

Choice of a Designated Operating Entity, Validation Fee and terms of payment, etc. will purely and solely be the responsibility of the grassroots NGO. The FCN Tech Team will, on request, advise in identifying such DOE.

The grassroots NGO will inform the DOE, in writing, that the FCN Tech Team will interact with the DOE and the DNA in day to day working matters related to the development of the PDD.

2.5. Assistance to open an account and documentation for Host Country Approval

The FCN Tech Team will, after assisting the grassroots NGO choose an appropriate emission reduction technology, assist the grassroots NGO to open an account on the DNA website, guide in the preparation of relevant documents for Host Country Approval, and prepare the Project Information Note (PIN) for submission to the Designated National Authority – i.e. the Ministry of Environment & Forests, New Delhi.

2.6. Host Country Approval Meeting

The FCN Tech Team will accompany the grassroots NGO to the DNA meeting and answer all the relevant technical questions related to the project activity. Each party will bear their own travel and other transaction costs in this regard.

2.7. Validation of the Project

The FCN Tech Team will assist in replying to queries from Validators and/or public with regard to the PDD. They will assist in actual validation through site visits, desk reviews, office meetings and respond to Clarifications (CL's) and Corrective Action Requests (CAR's) in the validation report. The grassroots NGO will provide all necessary information and logistical support as and when required.

The grassroots NGO will directly pay the validation fee and associated costs to the DOE, as also the UNFCCC registration fee.

2.8. Involvement of the Consultant after Validation

In case of review in the process of registration, the FCN Tech Team will assist in providing replies to the UNFCCC through the DOE.

2.9. Gold Standard for the Project Activity, after Registration under UNFCCC

Alongside registration of the project with the UNFCCC, the FCN Tech Team will assist in getting Gold Standard registration, provided the project contributes to sustainable development goals. This will involve preparing all documentation required for Gold Standard, assisting in conducting stakeholders meetings, prepare Stakeholder Report and Passport and validation by a DOE.

Data required to prepare the Gold Standard PDD will be provided by the grassroots NGO. Stakeholders meetings, invitations sent to various stakeholders, recording of minutes, etc. will be conducted by the grassroots NGO with guidance provided by the FCN Tech Team.

Consultancy Fee:

A Consultancy Fee of ₹ 11,10,000 (Rupees eleven lakhs, ten thousand only) per PDD will be charged for PHASE II services.

PHASE III

Assist NGOs in developing NGO/CBO structures and systems for Project Implementation & putting Monitoring systems in place, as per registered PDD requirements.
(applicable after the Carbon Financer has been identified for the registered Climate Mitigation Project)

3.1. Project Financials

Assist the Project Proponent in preparing the financials of the project activity in an open and transparent manner. This will include various costs for project implementation, and also a projection of CER/VER revenues that will be generated.

3.2. Negotiate with Carbon Investors and draft ERPA

Assist in negotiating with potential Carbon Investors identified by the Project Proponent, and drafting the Emission Reduction Purchase Agreement (ERPA).

3.3. Comply with post-registration formalities

Assist the Project Proponent comply with post-registration formalities like including other parties in the Modalities of Communication (MoC), opening accounts with Registries, and address CDM related queries of the Carbon Investor.

3.4. Implementation and monitoring systems

Advise to put in place effective implementation and monitoring systems, as per the registered PDD requirements.

3.5. Verification Plus (dry run).

The FCN Tech Team will assist in conducting sample surveys for required parameters mentioned in the PDD and GS documents. The data will be entered and analyzed for inclusion in the monitoring report.

A blank audit (Validation Plus) will be conducted to assess if the monitoring systems are in place and implementation of the project activity is as per the registered PDD.

3.6. 1st Monitoring Report.

The 1st Monitoring Report for CDM and GS will be written and submitted for verification by the DOE.

3.7. Select a DOE.

The FCN Tech Team will assist the Project Proponent in identifying a DOE for Verification.

DOE verification fee will be borne by the Project Proponent.

3.8. Accompany during Verification

The FCN Tech Team will accompany the verifiers on site visit and respond to their Clarifications (CL's) and Corrective Action Requests (CAR's) arising from the Draft Verification Report. Issues with regard to implementation will be addressed by the Project Proponent.

All the documents required for verification will be provided by the Project Proponent.

3.9. Revised 1st Monitoring Report

The 1st Monitoring Report will be revised based on CL's and CAR's raised by the DOE.

The DOE will submit the same, along with their Verification Report, to the UNFCCC and/or GS and/or VCS for Issuance of CERs/VERs.

Consultancy Fee:

A Consultancy Fee of ₹ 4,80,000 (Rupees four lakhs, eighty thousand only) will be charged for services provided for PHASE III services.