FUIF concept paper

The concept paper can be submitted by the Ukrainian public sector party preparing the FUIF investment project or by a Finnish export business interested in the procurement related to the project. The concept paper should follow the template below and document as many of its information items as possible. The concept paper should be 5–8 pages in length, plus any appendices. Submit the concept paper and appendices to fuif.um@gov.fi.

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| Front page | * Name of proposed project
* Project partners (if known):
	+ Ukrainian project owner
	+ Project’s Finnish lead contractor
	+ Other partners
	+ Financial institution providing credit
* Project sector
* Project’s preliminary overall costs and estimated share of FUIF funding
* Contact information of person submitting concept paper and his/her proposed role in project
* Date of concept paper
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| Information on project owner in Ukraine | * Brief description of organisation
* Prior experience of projects of similar type or size
* Prior experience of projects with international financing
* Contact information
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| Project description | * How did the investment need emerge? Which organisation identified the investment need?
* Is the project ranked as a priority by authorities in Ukraine? Which authority? How can this be verified?
* Any prior project stages?
	+ Prior planning stages
	+ Prior implementation
	+ Status of project infrastructure
* Degree of completion of project? How soon can the project be ready for implementation?
	+ Has anything already been done in the project that would speed up implementation?
	+ What is the project’s degree of eligibility for financing?
	+ Has project financing been discussed with the project owner?
* Is the project part of Ukraine’s national reconstruction programme or development programme?
* Is the project part of an investment programme funded, e.g. by a development finance institution?
* Will the project contribute to achieving development goals (UN SDGs, Finland’s development policy goals) and how would it do so?
* Concrete content, outputs, outcomes and impact of the project
	+ Brief description of the investment
	+ Description of the project’s target area
	+ Other aspects of the project, e.g. improvement and development of project owner’s organisation
* Budget
	+ Total funding
	+ FUIF Funding
* Proposed schedule for implementation, broken down by major project stages
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| Preliminary plan for post-project operations and maintenance  | * Measures to ensure long-term sustainability of operations and maintenance
	+ Improvement of organisational management and practices
	+ Training of operational and maintenance staff
	+ Ensuring spare parts supply
	+ Resources and financing required by above tasks
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| Human rights and cross-cutting objectives | * Who are the project’s beneficiaries? Do the beneficiaries include groups of vulnerable persons? Will outcome data be collected and arranged by age, gender and disability? Which other population groups are planned to be included in the data?
* What impact will the project have on the beneficiaries of the project and, more broadly, on the realisation of human rights, gender equality, non-discrimination and the fulfilment of the rights of persons with disabilities?
* Are there any identified risks relating to human rights, gender equality, the position of vulnerable persons and the rights of people with disabilities? How will these risks be minimised?
* How are key human rights principles (participation and inclusion; non-discrimination and equality; accountability and transparency) taken into account in the implementation of the project? Does the project include measures that promote the accessibility and availability of services for persons with disabilities?
* What environmental and climate impacts will the project have? Can any harmful impacts be avoided or mitigated?
* What measures will be taken to ensure that the risks and impacts arising from climate change or environmental degradation do not threaten the feasibility and sustainability of the project?
* Does the project promote the introduction of low emission, climate resilient and environmentally sustainable solutions? What kinds of solutions and how will it do so?
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| Finnish export business | * Finnish export business/supplier/suppliers/organisation
* Description of the role of the export business/organisation, particularly if it isn't the lead contractor
* Description of the Finnish products, services, technology and expertise that the project would use
* Prior experience of projects of similar type or size and/or of international projects
* Financial institution approved by Finnvera that is prepared to provide the financing required by borrower in target country
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| Other partners | * Other Finnish businesses, organisations and parties involved in the project and their contact information. What role does each play?
* Other Finnish businesses, organisations and parties (excluding the project owner) involved in the project and their contact information. What role does each play?
* Any businesses, organisation and parties other the Finnish or Ukrainian ones involved in the project and their contact information. What role does each play?
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| Appendices | * Endorsement letter from the ministry, agency, municipality, region or state-owned enterprise developing the project. The letter should contain the following information: the project’s name, a brief description of the national programme or larger investment package in Ukraine to which the project belongs, and ministry’s awareness that FUIF financing consists of both a grant element and concessional credit
* Any project plans and/or feasibility studies already prepared
* Other reports and material prepared on the project
* The export business’s CSR policy and latest CSR report, if available.
* The project company’s existing tax policy or strategy and the company’s latest tax footprint report, if available and it is not included in the separately appended CSR policy and/or report.
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