

ASEAN-UK Green Transition Fund

Climate Policy, Green Finance, and Clean and Just Energy Transition

Call for Proposals – Responses to clarification questions

Updated 12 February 2025

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A. Introduction

This document compiles clarification questions and answers from the ASEAN-UK Green Transition Fund (GTF) call for proposals (CfP) for the Climate Policy, Green Finance, and Clean and Just Energy Transition in ASEAN.

Palladium will provide the answer periodically. The first round of questions during the Market Engagement Event on 12 December 2024 has been published. This document compiles Questions submitted from 16 January 2025 to 30 January 2025.

The Q&A in this document are divided into four categories: post-event communication, scope and focus of the CfP, eligibility, and others.

B. Post-event communication

1. Q. Where are post-information session documents shared, specifically a summary and list of webinar participants?

A. You can find post-MEE information at this link: [ASEAN-UK GTF Market Engagement Webinar Climate Policy, Green Finance, and Clean and Just Energy Transition in ASEAN](#)

All information regarding the ASEAN-UK GTF Call for Proposal can be accessed at the following links:

[Climate policy, green finance, and clean and just energy transition call for proposals ASEAN-UK GTF](#)

We have sought consent from webinar registrants to share their contact details. If you have provided your consent, you should have received a list of consenting participants' contact details.

C. Scope and focus of the CfP

2. Q. Activity 3.2.1 under Work Package 3.2, does UK PACT see this pilot as funded through this grant, or do you expect the project implementer to propose a pilot for a phase two solicitation?

A. The focus of activity 3.2.1 is to create and support the regional implementation of a Clean and Competitive Manufacturing toolkit/strategy. The piloting budget should not be included in the proposal. At this stage, we seek conceptual ideas that will require capital expense, such as piloting in

the second financial year, if awarded, in addition to their main expense budget in the first and second years.

3. Q. Work Package 1.1: Is the Call for Proposals considering contingencies in case the NDCs are not published on time (as is often the case)? Would the project be delayed until they are all released?

A. We recognise that many Parties will now submit their updated NDCs later than planned through 2025 despite the “official” timeline as requested by the UNFCCC Secretariat. Because the dates/timelines for actual submissions by Parties cannot be known in advance, the project will not be delayed pending the submission of all NDC 3.0s by ASEAN members. By way of contingency, we propose that the review of NDCs and national mitigation efforts should be based on the latest available information when the activity is undertaken. Where practical and reasonable, this can be updated during the activity as and when additional NDC 3.0s are submitted (recognising, however, that for synthesis and reporting to be possible, a reasonable “cut-off point” will be needed during the activity).

4. Q. For "Work Package 3.1: Enhancing grid resilience and clean energy market transformation." According to the call for proposals, the total project budget should not exceed £800,000 per year, tax inclusive, correct? If we decide to submit a proposal for Work Package 3.1, are we required to cover all the following components: Fossil Fuel Transition: Flexibility, Repurposing, and Decommissioning; ASEAN Energy Connectivity and Trade; Enhanced Smart Grid Design, Flexibility, and Collaboration; and Regional Coal Power Cap and Trade Study? Or can we select just some of these components for our proposal?

A. Correct, the budget is £800,000 per year, tax inclusive, and we expect applicants to respond to the work package in full, including all activity components under the work package.

5. Q. In regards to the ASEAN-UK GTF: Climate Policy, Green Finance, and Clean and Just Energy Transition Call for Proposals, please would you kindly help to clarify the following question: 1) WP 2.3: Could you please clarify the number of expected targeted financiers to be upskilled in Activity 2.3.1 on sustainable finance, carbon pricing, transition finance and establish basic training modules? 2) WP 2.3: Could you please clarify

how many domestic public financiers we are looking to support for the GCF accreditation application process?

A. In Activity 2.3.1, GTF plans to identify the exact number of targeted financiers to be upskilled per country in the inception phase. For uniformity of response, applicants should assume that they will support 30 financial institutions (an average of 3 per country for the 10 ASEAN Member States). In WP 2.3, GTF would like to support a minimum of 1 domestic public financier per ASEAN Member State, appreciating that it may be a bigger challenge to assist the GCF accreditation process in countries with a less mature pipeline of projects that would be part of a GCF application as a demonstration of need (and that budgets should reflect this additional cost as a further demonstration of knowledge of each country's unique context).

- 6. Q. 1) Activity 2.1.1 - Is the list of pre-identified projects available? Does the activity involve selecting 5 “suitable projects that are mature and bankable” amongst that list of pre-identified projects, or does it involve pre-identifying the projects? 2) What are the focus sectors of the pre-identified projects? 3) Can we get the list of these initial projects? 4) Activity 2.1.2 mentions “facilitating technical discussions and negotiations between project sponsors and finance providers”. Does this program have a pre-determined financier/investor/project sponsor, and is there a preference for sectors (i.e. forestry/sustainable landscape, renewable energy, etc) in selecting projects? 5) Activity 2.1.3 mentions “draft sample transition finance plans for the agreed Member States”. Could you please provide the names of the agreed Member States or how many? 6) Activity 2.1.4 mentions “Workshops/events with international investors to introduce them to ASEAN Secretariat and ASEAN Member States’ transition finance plans”. Can you confirm it would be for all ASEAN Member States and not just the agreed ones mentioned in 2.1.3?**

A. GTF has worked closely with the ASEAN Secretariat to develop this CfP. However, the Secretariat's list of projects was not prescriptive. One of the first tasks for the successful applicant will be to prioritise, based on a defensible rubric (to be developed together with the ASEAN Secretariat), appropriate projects to be supported underneath GTF. This analysis will include reviewing projects by maturity as well as by any sector with climate impact potential to ensure a diverse portfolio.

There are no pre-determined financiers, investors or project sponsors and no preference of sectors in selecting projects. Applicants are encouraged to make recommendations, based on their own previous knowledge and experience, on where GTF would be most successful.

One of the tasks in the inception period for the successful Applicant will be to review existing transition plans and identify support required to help them to be finalised. For the purposes of this bid, applicants should assume that they will support at least four Member States and that the learning would be beneficial for all Member States. Workshops will be hosted for all Member States.

- 7. Q. 1) The description of the project in 2.4 work package links to 2.1 (Brokerage, Networking and matchmaking for investment) and 2.3 (Empowering and Enabling Funders and Financers): are the “projects” of work package 2.4 the “pre-determined projects” of work package 2.1 (and 2.3)? If so, the timing with the TA related to Work Packages 2.1 and 2.4 might be critical if it is linked; 2) Does the project for TA have to be limited to cross-boundary/regional projects? Is there a shortlist of projects already? 3) Activity 2.4.1 mentions “Project identification by engaging with asset owners or utilising existing networking the potential IP has on the maturing project” - is there a potential IP identified, and what is the maturing project? 4) Activity 2.4.2 - what are the identified thematic areas? Or how many? 5) Activity 2.4.5 - this might be difficult to budget if we do not know the stage of the projects at this point.**

A. The projects of work package 2.4 may, but do not necessarily include the pre-determined projects in work packages 2.1 and 2.3. For the purposes of this bid and to ensure ease of comparison between submissions, applicants are welcome to assume that 50% of the projects in 2.4 will come from work in packages 2.1 and 2.3 and build a timeline for delivery accordingly.

The projects for TA have not been pre-identified, but cross-boundary/regional projects are highly preferred as they transcend national boundaries and are more closely linked to the regional work of the ASEAN Secretariat and GCF.

The term IP refers to the Implementing Partner, the successful applicant on this work. Mature projects are those that an IP might have separately supported and would be ready to seek funding through the support of GTF.

Thematic areas have not yet been identified but will be determined in collaboration with the ASEAN Secretariat. For the purposes of this bid, please assume no more than five thematic areas.

Please assume that projects will be at various stages of the project development cycle (e.g., concept, pre-feasibility, feasibility, detailed engineering design) and suggest estimated costs to help them mature to financial close.

- 8. Q. For Activity 1.2.3 under Work Package 1.2, will Applicants be expected to conduct a cost-benefit analysis of specific nature-based solutions and nature-positive and nature-negative investments in various sectors (forestry, energy, water and sanitation, solid waste management, transportation, housing, etc.)?**

A. GTF is agnostic on methodology to reach the best objective; we see cost and benefit analysis as one of many methodologies that the applicants could offer, but applicants should not only focus on that methodology. We welcome proposals based on the applicants' best expertise and experience. On the theme, GTF will have priority of nature-positive and negative investment in the area of forestry, energy and sustainable city and transportation.

- 9. Q. Regarding activity 2.1.1, “Design funding structures for up to 5 pre-identified ASEAN projects that rely on blended finance solutions”, we understand that these five projects have already been identified.**

A. We confirm that the projects have not already been identified. Project identification will occur in conjunction with the ASEAN Secretariat in the inception phase.

- 10. Q. Regarding activity 2.1.2, “Facilitate public and private sector funder/financier engagement”, we have the following questions: a. Are these limited to the 5 projects identified above? B. How many sponsors are being considered here? C. What is the preferred mode of coaching? We would prefer if this is a mix of virtual and in-person.**

A. Facilitation of funding/financiers is intended to be broader than the 5 projects identified in activity 2.1.1 and will likely take the form of showcasing mature projects. GTF anticipates that the projects assisted by the IP

selected through this procurement are likely to be more compelling for investors than other projects due to GTF's support.

Coaching can be conducted virtually and in person, with a balance that helps ensure good value for money and minimal climate impact.

11. Q. Regarding activities 2.1.3 and 2.1.4, how many workshops are being envisaged?

A. The number of workshops is at the applicant's discretion as long as all material is conveyed in a way that results in actionable results (i.e., more than just capacity-building) and meets most of the scoring criteria for the project selection.

12. Q. In Work Package 2.4, we understand that you mentioned conducting feasibility studies. Given that we have no visibility of the projects, separate consultants may be needed. Are we allowed to engage a separate consultant at a later date?

A. Yes, separate consultants would be acceptable depending on the projects selected, provided that the total cost for the work falls within the budget as contracted between GTF and the winning applicant.

13. Q. Regarding a particular work package, we understand that all the activities under one particular package will have to be delivered and that there is no optionality (both from the UK PACT side and the consultant side). In essence, we request you to confirm that all the activities under a particular work package are not optional and have to be mandatorily delivered.

A. Yes. We confirmed that the proposal and the activity budget plan must address all activities at each work package.

14. Q. Work Package 2.4: Cross-cutting project preparation across ASEAN. On Activity 1, Project identification by engaging with asset owners or utilising existing networking the potential IP has on the maturing project". Would you be providing the list of asset owners that we should be engaging with? Could you please explain what you mean by "utilising existing networking the potential IP has on the maturing project"?

A. Answer has been provided in [Question 7](#).

15. Q. Work Package 2.4: On Activity 2, Produce guidelines to better enable progress on targeted ASEAN projects. What kind of guidelines are we looking at, and for how many thematic areas? Should the guidelines/toolkit support advancing the project to the next stage of project development? ASEAN already has guidelines on project design and management (as per the link <https://asean.org/wp-content/uploads/ASEAN-Cooperation-Projects-Design-and-Management-Manual.pdf>). Can you please clarify if this work will try to update this guideline or not?

A. We confirm that we are not seeking a proposal to update the manual mentioned above. The guideline we refer to is for the projects within the ASEAN Member States identified in activity 2.4.1. The answer to the thematic area has been provided in [Question 7](#).

16. Q. Work Package 2.4: On Activity 3. Host workshops and facilitate dialogues around specific ASEAN projects and/or issue areas: Could you please clarify what you mean by “facilitate dialogues around specific ASEAN projects or issue areas”? Could you spell out the goal of this workshop? How many minimum workshops are expected for the duration of the grant? Virtual and in-person events?

A. Answer has been provided in Questions [7](#) and [11](#)

17. Q. Work Package 2.4: On Activity 4. Assist project sponsors in designing projects that align with the goals and objectives of offshore capital providers. Is project aggregation relevant to this area of work? A lot of projects in our ASEAN pipeline are small-scale projects (under 1M\$). Would bundling similar projects of that nature be considered for targeted technical assistance, or do they have to be four individual projects that require significant capital inflows? What is the ticket size of these 4 projects that we are looking at? Who would select these four projects?

A. We understand that each applicant will have their own project pipeline, and we are not limiting ourselves to the project size. Projects will be identified in conjunction with the Secretariat following the development of a rationale for project selection in the inception phase.

However, ideally, and for the purposes of comparison in this procurement, GTF's ambition is to support at least four individual projects that align with

investor interests and ASEAN interests (i.e., are sufficiently mature, financially viable, and have a ticket size of US\$ 25 million or higher).

- 18. Q. Work Package 2.4: On Activity 5. Identify and assist in the maturity of projects that align with transition plans at the country and regional level: Provide technical assistance, as appropriate, to help projects progress through the project development cycle. What is considered by providing technical assistance here? Can you provide more information on the target audience, duration, and tools...? Are these the same four projects mentioned in Activity 4, or are these separate ones? How many projects are we looking at for technical assistance?**

A. Specific support will be determined in conjunction with the ASEAN Secretariat in the first 6 months of implementation. Technical assistance should largely take the form of financial modelling and options analyses in funding/financing rather than broader technical assistance that might require support from other types of experts.

The projects are unlikely to completely overlap with those mentioned in Activity 4.

- 19. Q. Kindly inquiring about Work Package 3.1: Activity 1 in the proposal (called "Fuel Transition: Flexibility, Repurposing and Decommissioning Technical Assistance") is described as being all about coal plants. Given that the same challenges that apply to coal can apply to natural gas as well, would it be acceptable for the proposed intervention to focus on natural gas rather than coal?**

A: This activity's primary focus is on CFPPs due to their significant share of ASEAN's current electricity generation mix, their role in the region's energy transition challenges, and the urgency of developing strategies for flexibility, repurposing, and early decommissioning. This has been identified as a strategic priority in ASEAN energy policy discussions, and this intervention is designed to provide targeted support aligned with ASEAN Member States (AMS) decarbonisation commitments.

While we acknowledge that similar challenges apply to natural gas power plants and that gas plays a role in balancing renewables, this work package is specifically tailored to coal transition strategies. However, proposals that address broader power system flexibility—including lessons that may be applicable across different fuel types—may still be considered, provided

they maintain a clear focus on coal-fired power plants in alignment with ASEAN and GTF strategic priorities.

We encourage applicants to demonstrate how their interventions will complement existing ASEAN initiatives, contribute to regional-level policy frameworks, and support AMS in achieving their net-zero goals through coal transition pathways. Should there be a compelling rationale for addressing gas alongside coal within the broader system flexibility discussion, applicants are welcome to outline this within the proposal while ensuring that the primary emphasis remains on coal.

20. Q. Could you provide more details on the expected scope of work related to the Green Climate Fund (GCF) under activity 2.3.2? Regarding the capacity-building efforts for ASEAN banks, would it be feasible to consolidate the training or engagement at a regional level (e.g., through a shared platform or regional forum) rather than addressing each country individually?

A. The work required for support on GCF accreditation will vary depending on the applicant's maturity, pipeline, and other factors. Applicants are encouraged to use their best judgement, appreciating that different countries will be at different levels of maturity on pipeline and general market conditions.

Capacity-building can be conducted through a consolidated platform for shared concerns, although linguistic barriers should be considered where relevant. Some topics might be more relevant for certain countries than others, as well, and local country regulations must also be considered.

21. Under WP 1.1, Activity 1.1.4 for developing science-based products to support ASEAN, can you clarify the energy sector requirement of this activity and the extent to which it should be covered, or if different areas can be addressed in WP1.1.4, within the context of the WP1.1. Can you also clarify the definition of “industrial” in this activity and if this includes agriculture as an industry?

A. Activity 1.1.4 aims to develop science-based products (e.g., modelling tools and policy frameworks) that support ASEAN's energy transition. Key areas include power system planning, industrial decarbonisation, energy finance, and climate mitigation. Proposals should focus on data-driven

solutions that help AMS develop long-term, evidence-based energy strategies.

Definition of “Industrial” and Inclusion of Agriculture: "Industrial" refers to energy-intensive sectors such as manufacturing, mining, petrochemicals, and heavy industry. Agriculture is not a primary focus unless it involves industrial-scale processes like agri-food processing, bioenergy production, or logistics. Proposals linking agriculture to industrial energy use must justify their relevance to ASEAN’s energy transition priorities.

- 22. WP 2.4.4. Assist project sponsors in designing projects that align with the goals and objectives of offshore capital providers. Work with ASEAN to identify priority cross-boundary/regional projects in need of support; provide targeted technical assistance to a minimum of 4 projects that require significant capital inflows that are best supported by a blend of domestic and international capital. 1) Is project aggregation relevant to this area of work? 2) A lot of projects in our pipeline in ASEAN are small-scale projects (under 1M\$). Would bundling similar projects of a smaller scale nature be possible and considered for targeted technical assistance, or would they have to be four individual projects that require significant capital inflows each? 3) Does this component only target international or offshore capital providers? 4) Or can the project also include domestic capital providers? 5) What is the size of these four projects that we are looking at (rough estimation)? 6) Can we develop these projects to cover only smaller parts of ASEAN, such as 2 or 3 AMS?**

A. Please refer to the answer for [questions 16](#) for sub-questions 1-2 and 5. Answer for 3-4: This component mainly targets offshore investors but can likewise accommodate expectations from domestic investors, particularly for those countries with more mature financial markets. Nonetheless, this component is intended to help attract investment from sources of capital that are not already active in each country’s market. Answer for Q6: Projects should be regional and earn blessing from ASEAN. Please be advised that the ASEAN doesn’t only consider the size of the project (e.g. covering 1, 2, 3 AMS, etc) for their approval.

- 23. WP 2.4.5 Identify and assist in the maturity of projects that align with transition plans at the country and regional level: Provide technical**

assistance, as appropriate, to help projects progress through the project development cycle. 1) What does providing technical 'assistance' mean in this context? 2) Are these the same projects as mentioned in 2.4.4, or are these separate ones? 3) How many projects are we looking at for technical assistance?

A. Answer provided in Questions [7](#) and [18](#)

24. In regard to Work Package 2.1, Activity 2.1.3, could you please clarify what it means by a sample transition finance plan? What is the asset that needs to be financed?

A. A sample transition finance plan is one in draft form and has not yet been adopted by the relevant party/parties. For more information about types of transition finance, please review: [Scaling transition finance | Findings of the Transition Finance Market Review](#) for reference

25. Work Package 1.3 (Centre of Excellence for MRV in ASEAN: 1) According to Table 4 of the Terms of Reference, activity 1.3.1 is stated as: "Define a programme of work and set of activities to develop a Centre of Excellence (COE) on MRV." Please confirm whether this package is limited to defining the programme of work or if it also includes the implementation of this programme for the establishment of the COE. 2) Activities 1.3.3 and 1.3.4 in Table 4 of the Terms of Reference could be considered part of the COE's core activities after its establishment. Therefore, carrying out these activities before the COE is established seems unclear. Kindly provide clarification.

A. As clearly stated in the work package activity 1.3.2, the establishment of the CoE with ASEAN is required.

D. Eligibility

26. Q. Regarding the ASEAN-UK Green Transition Fund, the applicant eligibility should belong to an institution in ASEAN, correct? I am Vietnamese and currently working in Japan, but I am involved in several

projects related to carbon credits in Vietnam. Therefore, I would like to apply for this fund on behalf of Vietnam. Am I eligible for this fund?

A. Yes, you are eligible to apply, especially when you have direct experience working with ASEAN.

27. Q. While it is clear that the ASEAN Secretariat is barred from submitting a proposal, I would like to know if the ASEAN Centre for Energy is also disqualified from applying to receive this funding.

A. ASEAN Center for Energy is eligible to be an implementing partner and receive the funding.

28. Q. 1) In the Application Package, there is no mention of an organisational assessment. Is that envisioned at a later stage of the application? Is it perhaps envisioned at the eligibility check step? 2) Our organisation is an international intergovernmental organisation. Is it eligible to apply? Our organisation applies on all its projects costs a fixed overhead rate of 12% as mandated by its Governing Bodies (resolution N. 3 of November 2008) to cover the cost of key organisational functions and enabling services such as human resources, information technology, legal services and fundraising (programme development) that are not directly attributable to any specific project. Is the overhead of 12% applicable for this project? 3) Would the same cost eligibility criteria apply to implementing parties if our organisation decides to work with national implementing partners? 4) The Council of ASEAN Chief Justices (CACJ) is one of the accredited entities associated with ASEAN. Is this eligible if our organisation aims to engage in a project with the CACJ? If so, is it still mandatory for the implementing agency to engage with the ASEAN Secretariat / a Sponsoring ASEAN Sectoral Committee or Body as well?

A. Question 1: organisational assessment will be implemented during the due diligence stage after the proposal is selected. Question 2: International intergovernmental organisations are eligible to apply. The overhead amount and calculation methodology are required to be featured in the “Overhead Calculation” Tab in the Budget template. Question 3: The eligible cost criteria are applicable for the Implementing Partner and its Downstream Partners, including the Consortium Partner. Question 4: CACJ, indeed, is one of the ASEAN-accredited entities. However, please note that ASEAN-UK GTF will assess and look closely at the relevance of the engagement of the

implementation partner with the ASEAN Secretariat and ASEAN Sectoral Bodies that support the implementation of each work package.

29. Q. Does an international organisation based in Southeast Asia count as a partner based in ASEAN? Are institutions part of the broader ASEAN ecosystem but not the ASEAN secretariat allowed to participate as consortium members?

A. International organisations based in Southeast Asia are eligible to apply and will be counted as based in the ASEAN Member Country where that organisation resides. It is unclear which institution you are referring to when mentioning the broader ASEAN ecosystem; however, the ASEAN Secretariat is not eligible to apply.

30. Q. Is there any requirement for a minimum no of ASEAN-located organisations involved in a consortium? Or does that not matter as long as project outputs/impact is for ASEAN member benefit? If there is a minimum requirement, would a subsidiary of a non-ASEAN-based organisation (i.e. A branch of a UK or Australian-based university) satisfy this requirement?

A. There is no maximum requirement for the involvement of an ASEAN-located organisation in the consortium. However, we will evaluate whether the consortium is able to deliver maximum impact and demonstrate a deep understanding of the ASEAN political and economic context.

31. Q. Is it possible to name the sub-contractors in the proposal? Or only the consortium partners?

A. Yes. Potential applicants are welcome to name both the sub-contractors and consortium partners in the proposal

32. Q. With regards to the eligibility criteria on "Organisations applying as a consortium must have at least one entity that is based in ASEAN Member States and/or Timor-Leste, either as consortium lead or consortium partner" - would an entity registered in Australia with personnel based across ASEAN Member States qualify?

A. No. We will seek eligibility based on the entity registration, not the personnel.

33. Q. Referring to Eligibility criteria, the provision of capital expenses is only counted in the second financial year. However, this should be counted since the project proposal development. Will the capital expenses budget be included in the project's annual/yearly value? Are any restrictions or detailed requirements set on how to use the capital budget?

A. We are not yet encouraging applicants to count the details of the capital expense in the second financial year. At this stage, we seek a conceptual idea that will require capital expense in the second financial year, if awarded, in addition to their main expense budget in the first and second years.

E. GEDSI

34. Q. Regarding the GEDSI component, is it possible for an external consultant working across the consortium to cover it? Or should it be incorporated as a partner (NGO)?

A. The choice between an external consultant and an NGO partner depends on the needs and ambition of the project. Both options are effective as long as they:

- Align with the project's GEDSI goals and implementation strategy.
- Ensure meaningful participation, inclusion, and accountability.
- Contribute to sustainable and equitable outcomes

Please refer to the [UK PACT GESI Guidance](#) page 5 on GESI ambition and levels of GESI mainstreaming expected from the proposals.

35. Q. In the ASEAN-GTF Term of Reference Document, D in GEDSI implies Diversity. In the Guidance on GESI document, the disability aspect is nestled in the "Social Inclusion", which is too general, and we fear this term damping down the need to specify the action plan to cater for accessibility for people with disability. According to the definition, the Applicant Handbook document states "GEDSI" as we understand Gender Equality, Disability, and Social Inclusion. 1) Which term do we refer to? Is it GEDSI or GESI? The link in the ToR that leads to UKPACT GEDSI Guideline uses the term GESI instead of GEDSI. 2) When it comes to D in GEDSI, what do we mean by Diversity? A common feature associated with GEDSI usually refers to Disability instead of Diversity.

A. We now use GEDSI (Gender, Equality, Disability, and Social Inclusion) to explicitly highlight the inclusion of disability alongside gender equality and social inclusion. While some previous documents, such as the UK PACT GESI Guidance, refer to GESI, this does not indicate a shift in focus.

36. GEDSI component coverage. Who can cover this? Is it possible to subcontract internal work vs external work? In this sense, can it be covered by a consultant, or will it require a partner in the consortium to cover it (i.e., NGO)? How important is it for evaluation (please describe criterion and weighting)?

A. The choice between an external consultant and an NGO partner depends on the needs and ambition of the project. Both options are effective as long as they:

- Align with the project's GEDSI goals and implementation strategy.
- Ensure meaningful participation, inclusion, and accountability.
- Contribute to sustainable and equitable outcomes

Please refer to the [UK PACT GESI Guidance](#) page 5 on GESI ambition and levels of GESI mainstreaming expected from the proposals.

GEDSI is one of the core evaluation criteria in the technical proposal. Thirty per cent of the overall proposal score is based on the project's ability to deliver a technically robust, socially responsible, inclusive, and sustainable intervention, which includes project logic, methodology, expected results, GEDSI, and stakeholder engagement strategies.

F. Others

37. Q. In the budget template, it is listed (cell B17) that travel support for beneficiaries' staff and/or Government officials to attend meetings, seminars, etc., is not supported but should be included in the overhead. I want to check if this applies to training events or workshops designed to capacitate relevant government officials in ASEAN Member States.

A. Costs of this type can be approved on a case-by-case basis, i.e., where no other funding source is available, and their inclusion clearly helps the project achieve its intended outcomes. Recipients must be reimbursed for actual costs incurred. Other forms of per diem payments are ineligible.

38. Q. 1) Budget: It is stated in the TOR that Project proposals should anticipate an implementation period of June 2025 - December 2026 (19 months), and the value of projects must not exceed £800,000/year tax inclusive. The project period is 1.5 years, meaning a max budget of around £ 1,200,00 for 19 months. **2) Multiple submissions for different Work Packages:** we are planning to submit proposals for at least two WPs; I assume we have to make separate submissions? Or can we do one combined project?

A. Yes, the maximum estimated budget for 19 months is £1,266,666. Please do separate submissions if you plan to submit for two different work packages.

39. Q. In relation to overhead calculation, NUS applies 30% to the project budget. As this exceeds 15%, I understand that we need to complete the 'Alternate Overheads calculation' section of the Budget & Workplan Template. However, as an academic organisation, we are not able to use the methodology set out in the template. Can you advise alternative methods for us to justify our overheads?

A. We prefer to use the methodology set out in the budget template. If you are unable to use this methodology, you will need to provide a justification explaining why you apply xx% of overhead and are not able to use our methodology in the "notes" column in the overheads calculation tab. The overhead amount must still be featured in the Overhead Tab. If your project is selected, we can consider and discuss this further during the co-creation process.

40. Q. 1) If the project applicants are a consortium, how are funds reimbursed? Does the lead get the total (all partners) quarter costs reimbursed to them and have to re-distribute them, or does each partner get reimbursed individually? 2) The handbook details which project costs are eligible, but how do you check these with regard to the invoices submitted? Also, with other grant funds such as Innovate UK, there is a requirement that an independent financial audit is carried out. Is this the same case for UK-PACT GTF? 3) If one partner has an issue with the invoicing during the quarter, does this delay payment to the other

partners? 4) Do we have to provide any costed liability to the project? My understanding is that we do not.

A. Question 1: We will disburse all project payments directly to the lead organisation; consortium partners will receive ASEAN-UK GTF funding via the lead organisation. Question 2: Implementing Partner (IP) is required to submit quarterly progress reports, including financial reports. This forms the basis of your claim for payment. After submitting a report, our team will check it to ensure quality and identify any potential anomalies requiring further clarification, including ineligible costs. IP is required to procure an independent audit within 6 months of the end of your financial year. Question 3: Payment will be disbursed to the lead IP upon approval of quarterly progress reports. Submitting incomplete reports could result in late payment of funds — payments will not be approved until the claim is provided with full supporting documentation and all queries relating to documentation and reporting are resolved. Question 4: UK PACT will form a Grant Agreement with selected project partners. You do not need to include costed liability within the budget.

- 41. Q. 1) As per TORS, “Applicants must submit CVs with the proposal”. Could you please clarify if the Europass format would be fine (otherwise, could you please clarify the format that should be used?) and indicate if there is a page limit for CVs? 2) The “submission package” that is mentioned on the website, does it refer to the four documents below, or is there any other “submission package” as such? Project proposal template, Budget and work plan template, Project Theory of Change form, and Project risk and issue register template 3) Could you please indicate if any other administrative document should be sent (such as trade registration, etc.)?**

A. Question 1: Europass format is acceptable. Questions 2 & 3: The submission package mentioned refers to those four documents. No other documents are needed for submission.

- 42. Q. Could you please clarify the statement in the Terms of Reference (ToR) that "Applicants must submit CVs with the proposal" and confirm if the CVs should be included in the appendix section of the proposal? Could you please clarify if a specific CV template is required? Could you please**

clarify whether the 100-word limit for team profile bios applies to each proposed individual?

A. CVs can be included as Annex or submitted in a separate file from the proposal. No specific CV template is required. The 100-word limit applies to each individual profile bio in the main proposal template.

43. Q. Does the UK PACT expect a full-time project manager given the management roles outlined in Section 8 of the Terms of Reference and Section 3.8.4 (“Project Management Costs”) of the UK PACT Applicant Handbook, copied below? Alternatively, will it be equally acceptable to divide these management responsibilities between a part-time project manager and a part-time technical consultant?

A. Applicants may decide whether to manage the projects on a part-time or full-time basis. However, we recommend appointing a management role to ensure the successful implementation of the project.

44. Q. 1) Has the project monitoring tool already been developed? i.e. the delivery team is only expected to provide inputs to the UK PACT; 2) What does it mean by ASEAN accreditation? Is it formal or verbal/email approval from sectoral bodies to work with them? What is the process and timeline to obtain this accreditation, and how much effort is expected? 3) With reference to Section 12 of the technical proposal template, what does “Additionality” mean? Could you provide more guidance on what information is expected to be provided in this section? 4) Do we need to include details of our subcontractor under consortium? 5) What does the target timeframe in the theory of change refer to?

A.: We expect applicants to prepare a dedicated resource to proceed with ASEAN accreditation for the proposed project. See more in [ASEAN-Cooperation-Projects-Design-and-Management-Manual.pdf](#)

As outlined in the proposal template, we expect applicants to introduce innovative elements to the project to address the gaps identified in the Terms of Reference (ToR).

Applicants are welcome to include details of subcontractors. However, if this is not possible, as the contract has not yet been signed, applicants are welcome to identify them as potential subcontractors.

Question 5: target timeframe refers to the expected duration within which specific outputs, outcomes, or impacts are anticipated to be achieved.

45. Q. Is there any word limit? How strict is the word limit for each section? Are we allowed to utilise graphics/diagrams to better bring across our point in the proposal? If yes, will the words in the graphics count towards the word limit for each section?

A. Please refer to each question regarding the word limit required. Graphics and diagrams are allowed, and word limits are not counted. However, it is recommended to keep it concise and not exceed the limit.

46. Q. Referring to the Applicant Handbook 2024, version 8.1. On Page 18, it mentions the list of some Eligible direct costs, such as Personnel costs (Consultancy and/or staff); meanwhile, on Page 27, it mentions the examples of eligible costs to be considered in overhead calculations (Consultant fees, Support staff costs). What are the different categories between Consultants and Staff in terms of direct cost and overheads?

A. An overhead is any cost incurred to support an organisation that is not directly related to a specific project, product, or service. A supporting function such as an HR department, internal accounting team, IT, or office management might be considered an overhead. When the project ends, the organisation will still pay these costs.

47. Q. In the Budget and Workplan Template for the Call for Proposal, a daily rate ceiling is provided for the personnel-related budget lines. Is the ceiling expected to be with respect to one position only, or can it be multiple positions as long as they respect the ceiling amount? For example, under the Project Management category, can our organisation envision covering both a Field Programme Manager and a Programme Coordinator position as long as their combined costs do not exceed the ceiling amount indicated for that category?

A. An overhead is any cost incurred to support an organisation that is not directly related to a specific project, product, or service. A supporting function such as an HR department or an internal accounting team, IT, or office management might be considered an overhead. When the project ends, the organisation will still pay these costs.

48. Q. Our organisation cannot consider the external audit as an overhead cost. Is external audit mandatory? If so, can this be included in any other line of the budget?

A. The ceiling is expected to apply to one person/position only, but you may include more than one person for each personnel category. For example, you may hire two personnel as Junior Experts, and the daily rate for each of them may not exceed the ceiling amount indicated for that category. However, we also expect rates to be adjusted to align with local rates, depending on where the work is being completed.

49. Q. Our organisation cannot include office costs in the overhead. Our organisation applies on all its projects costs a fixed overhead rate of 12% as mandated by its Governing Bodies (resolution N. 3 of November 2008) to cover the cost of key organisational functions and enabling services such as human resources, information technology, legal services and fundraising (programme development) that are not directly attributable to any specific project. Is there any flexibility in including at least a percentage of the cost in other budget lines?

A. We encourage you to include the office costs in the overhead costs. You can break down the overhead cost into two components: 1) a fixed overhead rate of 12% and 2) office costs of xx%, and we will consider the total % of 1 & 2 as your overhead.

50. Q. How would remuneration work, and what kind of documentation/evidence do we need to provide?

A. Payment will be made quarterly in arrears on a reimbursable basis after the submitted quarterly report is approved. Kindly refer to FAQ 17 January - question 3 for more details. Please refer to eligible cost guidance within the budget template, which details types of evidence that should be retained for each cost category.

51. Q. Can further references be provided in an annex?

A. Yes, you are allowed to provide further references in the annex.

52. Q. While populating the online form, we are asked to populate “project title”, “start date”, and “end date”. We understand that the project title is the same as the work package title, and the start and end dates are the

same as stipulated in the documents, i.e., June 2025 to Dec 2026. We are not clear on what “project title”, “start date”, and “end date” means as they are already defined. We would appreciate it if you could confirm this.

A. The project title is different from the work package title. Applicants should provide the name of the project that will be implemented. You can complete the start and end dates from June 2025 to December 2026.

53. Q. We refer to Question 72, “Call for Proposals – Responses to clarification questions”, dated December 2024, wherein the response provided is “During quarterly financial reporting, we will ask you to provide evidence of actual spending that quarter”. We request that you kindly elaborate on the type of evidence required. Would a letter documenting our costs with no profits (duly signed by an authorised signatory) be acceptable? We are requesting this information so that we can get our internal approval. Alternatively, if there are any formats from UK PACT for this evidence, we are happy to look at those as well.

A. Please refer to eligible cost guidance within the budget template, which details types of evidence that should be retained for each cost category.

54. Q. We refer to Question 19, Call for Proposals – Responses to clarification questions, dated 17 January 2025, where the response provided is “We will be sharing grant agreement templates with successful applicants”. 1) As the grant agreement templates will be shared with successful applicants, we understand that the successful applicants by given the opportunity to negotiate the terms and conditions of these agreement templates (based on our legal team’s inputs). 2) Further, as the grant agreement template is not provided at this stage of proposal submission, we understand that our proposal submission will be legally non-binding on our part. We would appreciate it if you could confirm both of these points.

A. Question 1: Most of our Grant Agreement terms come directly from our head contract with FCDO, so changes must be escalated for approval. That said, we can only consider changes that we believe to be red lines. We consider a red line to be a non-negotiable term or condition that you are not able to compromise on. These are essential parts of an agreement that must be included or avoided for the agreement to proceed. We define a red line as if that term remained in place, you would not be able to sign the

agreement, and therefore, the project would not go ahead. If you have terms you consider a 'red line,' you must provide a justification along with details (attaching any relevant policies/ local laws) explaining why you cannot sign the agreement with this term in place. Question 2: The project proposal itself is not legally binding.

55. Q. Is there scope for moving the deadline to later to give us a greater opportunity to prepare the relevant submissions?

A. For now, the proposal submission deadline is set for 19th February and cannot be changed as it would affect the selection process and the project duration.

56. Q. On "Applicants must include a budget line for activities related to the ASEAN accreditation/formalisation process for the project with the ASEAN Secretariat", - does this mean that the firm/organisation need to allocate/dedicate resource (time, budget) to facilitate the process alongside FCDO/UK PACT team?

A. Yes, applicants are encouraged to dedicate resources to the project accreditation/formalisation process alongside the ASEAN-UK Green Transition Fund team.

57. Q. In the budget and work plan template, staff of Beneficiaries and/or Government officials to attend meetings, seminars, etc., is an ineligible category for costs. Can government partners be supported to attend project workshops and training, including for their flight tickets, hotel bookings, terminals and DSA/per diem?

A. Costs of this type can be approved on a case-by-case basis, i.e., where no other source of funding is available, and their inclusion clearly helps the project achieve its intended outcomes. Recipients must be reimbursed for actual costs incurred. Other forms of per diem payments are ineligible.

58. Q. Can you confirm if we are able to co-fund projects from other external sources, such as government entities outside of ASEAN or through other existing projects, and clarify any limitations or rules around co-funding?

A. You may seek co-funding from external sources, provided that the funding from UK PACT is essential and does not duplicate other funds. Please refer to the [Applicant Handbook](#), pg. 16.

59. Q. Regarding the output-based budgeting (OBB) needed for this opportunity, could you advise on guidance for structuring an OBB-compliant budget? What format and elements must be included?

A. Please refer to section 7.3 Output in the Project Technical Proposal template. All outputs on ASEAN-UK GTF projects should align with the work package outlined in the ToR and be categorised using the four programme output types once relevant. In addition to these, you should make sure you incorporate workstreams and/or tasks related to project management, monitoring evaluation and learning, and gender, equality, disability, and social inclusion.

60. Q. Requiring clarification on the overheads methodology outlined in the "Overheads calculation" sheet (see attached). Our university uses the Full Economic Costing (FEC) framework, aligned with UK Research and Innovation (UKRI) guidelines, which calculates indirect costs using the TRAC approach; we could not use the alternate overhead calculation approach shown in the Excel template. Specific Queries: 1) Can we apply our UKRI-aligned fEC rate (which is likely to be >15%) instead of the 15% standard cap? 2) While the overheads will be featured in the budget sheet, I assume that we do not need to fill in the "overheads calculation" sheet. Please correct me if my understanding is wrong.

A. Question 1: Please refer to the answer for Q no. 42 in this FAQ. Question 2: Overhead must be featured in the Overhead Tab, not the Budget Sheet. The budget sheet is only intended for direct project costs. The total project budget, including overhead, will be auto-populated in the Budget Summary Tab based on the budget sheet and overhead.

61. Q. We would like to confirm which terms and conditions will be applicable to this contract. Could you please share the relevant details with us at your earliest convenience?

A. This funding opportunity will be made on a grant basis and not under a contractual agreement. The relevant details regarding the grant agreement will be shared later with the successful applicants.

62. Q. We would like to verify whether UK PACT are in the position to offer some flexibility in terms of the legal and financial positions should we be successful in our application for UK PACT funding, as we are likely to require some flexibility to deviate from the standard template Grant Agreement for UK PACT Funding

A. Most of our Grant Agreement terms come directly from our head contract with FCDO, so changes must be escalated for case-by-case approval. That said, we can only consider changes after we find a red line. We define a red line as if that term remained in place, you would not be able to sign the agreement, and therefore, the project would not go ahead. If you have terms that you consider a 'red line,' you will need to provide a justification along with details (e.g. attaching any relevant policies/ local laws) explaining why it is a red line, and you cannot sign the agreement with this term in place.