IsDB
البنك الإسلامي للتنمية
Islamic Development Bank

Grant Operational Guiding Note for Science, Technology and Innovation

Accelerating the Deployment of Practical Technological Solutions

Science, Technology and Innovation Division

Cooperation and Capacity Development Department

November 2023

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Abbreviations

CNMCs	Muslim Communities in Non-Member Countries
CEF	Country Engagement Framework
DoA	Delegation of Authority
EA	Executing Agency
GPP	Global Practices and Partnership Directorate
IsDB	Islamic Development Bank
ID	Islamic Dinar
LDMCs	Least Developed Member Countries
MCs	Member Countries
MCPS	Member Country Partnership Strategy
NIS	National Innovation Systems
RH	Regional Hubs
STI	Science, Technology and Innovation
SDGs	Sustainable Development Goals

1. Background

IsDB Member Countries (MCs) face significant developmental challenges related to key social and economic sectors, such as food security, climate change adaptation, high mortality rates due to lack of access to proper healthcare, poor education quality, limited access to safe drinking water, shortage in energy, etc. It is internationally recognized that the application of Science, Technology and Innovation (STI) can be an effective tool in assisting Member Countries (MCs) of the Islamic Development Bank (IsDB) to address these challenges and hence contributing to the acceleration of inclusive and sustainable development.

Nevertheless, the majority of IsDB MCs lack awareness, human and financial resources and long-term governmental commitment to invest in STI. The national innovation systems (NIS) in most IsDB MCs are underdeveloped and lack basic STI institutions and infrastructure. The linkages and collaboration between the NIS actors are either weak or nonexistent, besides the size of the private sector is small and dominated by startups that lack capabilities and experience in growing their enterprises.

To address the above challenges, the Bank established a dedicated STI Division to support the development of STI ecosystems in its MCs and facilitate mainstreaming STI into IsDB business model as well as development sectors in order to achieve socio-economic growth. The Division focuses on collaborating with external partners to analyze the landscape of development of the STI ecosystem among MCs and help in development of -strategies for priority interventions.

2. Strategic Orientation

The Bank recognizes that harnessing the power of STI is imperative for sustainable and inclusive development of its MCs as well as for the Muslim Communities in Non-Member Countries (CNMCs). To support STI, the Bank utilizes a wide array of interventions including institutional as well as human capacity building and infrastructure development. The Bank's STI operations are mainstreamed under the first and second pillars of the Realigned IsDB Strategy,[1] namely green, resilient and sustainable infrastructure and inclusive human capital development. These pillars directly contribute to the cross-cutting area of capacity development, and they are aligned with the national development plans of the MCs while being cost-effective. Particular attention will be given to the deployment of proven innovative technologies and scientific expertise for addressing development challenges, as standalone projects or mainstreamed as components within sovereign financing projects. Grants will be mainstreamed into sector projects to enhance efficiency and effectiveness. In exceptional circumstances, standalone grant projects will be awarded. These grants will require a clear set of guidelines and eligibility criteria.

[1] IsDB Strategic Realignment 2023-2025 (Promoting Comprehensive Human Development and Sustainable Infrastructure

3. Use of the STI Grant Guiding Note

The Purpose of the STI Operational Guiding Note is to provide guidance to IsDB staff and global partners on how STI grant operational resources can be utilized to support the advancement of STI in IsDB MCs and for the benefit of CNMCs, either as stand-alone projects or mainstreamed as components within sectoral interventions. Towards this, the guiding note provides information on the objective of STI related Grant support, its focused areas, eligibility criteria, etc. The utilization of STI program operational resources shall be in accordance with these guidelines and shall from time to time be adopted by the concerned entity within the Bank, as may have deemed necessary.

4. Scope of the Guiding Note

This Guiding Note focuses on the following: 1) Types of Grants and description of the activities that can be supported through STI grants, in line with the strategic priorities of the Bank and national development plans of MCs; 2) Eligibility criteria; 3) Application process; 4) Design of grant programs/projects; 5) Implementation of STI grant projects; 6) Monitoring and Evaluation of STI Grant Projects/Programs

5. Objective of the STI Grant Support

The overall objective of the STI grant is to support the design and implementation of interventions aimed at the development of STI ecosystems for socio-economic advancement of IsDB Member Countries, in line with IsDB organizational Manual of September 2022. More specifically, the STI grant support is aimed at the following:

i) Development of STI ecosystems in MCs, through national STI policies, strategies, capacity building, knowledge sharing, among others.

ii) Deployment of proven technology in IsDB MCs and forge related strategic partnerships.

iii) Identification and evaluation of frontier and emerging innovative, proven and affordable technologies for mainstreaming potential within the Bank's development interventions to address challenges in Member Countries.

iv) Strengthening of STI infrastructure in the Member countries through financing of STI projects and initiatives, and Cooperation (South-South and North-South).

6. Scope of the STI Grant

The STI grant interventions will focus on supporting institutions within IsDB MCs and CNMC to build their own capacities and STI ecosystems while ensuring alignment with IsDB policies, strategies and priority areas as well as the national development plans of the MCs. More specifically, STI support will focus on the following priority areas[2]:

A. Deployment of proven technology: The Program will support the pilot deployment of proven innovative technologies and scientific expertise for addressing the development challenges of member countries, either as standalone interventions

[2] STI mandate, IsDB Organizational Manual Rev. 01, September 2022

or as components mainstreamed within larger projects. These initiatives for technology deployment will be aligned to develop capacities in priority sectors of the Bank such as food security, climate change, education, healthcare, digitization, etc.. within the context of the two strategic pillars. These initiatives can also be formulated through a participatory approach with governments and strategic partners such as COMSTECH, the United Nations Technology Bank, the United Nations Climate Technology Centre and Network, etc. The identified technologies will be evaluated to determine (if any), location-specific constraints, levels of development, resource requirements, potential transformational impact, as well as cost-effectiveness, affordability, transferability, adaptability, and suitability. The templates to be utilized for this analysis can be found in Annex-1 & Annex-3.

B. Mapping of transferable technologies to identify opportunities for deployment, within both the grant initiatives and the Technology Deployment Cooperation Program. i) For national deployment within member countries, local supply-side technology mapping will be supported to identify potential and available local innovative technologies in the Public, Private and NGO sectors, including pilots and successful innovative technology-based initiatives that are mature for scale-up or transfer of technology, from incubators, universities and resource centers (including accelerators for technology startups, science or techno parks). ii) For deployment among MCs countries, the program will support sectoral technology mapping exercises to identify available advanced technologies for the priority sectors, through Centers of Excellence, research organizations, annual reports on advanced and emerging technologies.[3]

C. Design of the STI Ecosystems in MCs: This includes designing programs for robust national STI systems, through advisory services and project financing as follows:
   i) Helping the member countries to prepare national STI policies and implementation programs.
   ii) Build capacity in collecting and analyzing the STI indicators,
   iii) Supporting MCs to undertake technology foresight.
   iv) Advising the MCs on the good models of STI-related regulatory frameworks.

D. Development of integrated STI Ecosystems through:

   i) Capacity development of Technology Transfer Offices (TTO), to improve the linkage between the scientific institutions and the industry.
   ii) Capacity development of Technology Incubators, to help techno-entrepreneurs and SMEs advance their products for commercialization stage.
   iii) Helping the member countries in building their national facilities for cross-country technology transfer.
   iv) Providing new mechanisms for engaging diaspora scientists in addressing the development issues of their home countries.

[3] IsDB Technology Deployment Cooperation Program, August 2023

E. Capacity Development: The IsDB will support result-oriented activities for developing scientific and technological capabilities, at the national and regional levels. This includes) i) Supporting the training of human capital e.g. researchers, within the projects; ii) Promote networking among member countries establishing capacity development in certain product/sub-sector.

7. Key Enablers of the STI Grant

The following are key enablers that contribute to the success of STI Grant support:

- Mainstreaming and integrating STI into the Bank's activities and operations: STI interventions need to be well integrated into the Bank's operations and programs, as explained in the STI policy. As such, a significant amount of time and effort needs to be devoted to mainstreaming STI in the activities of the IsDB Group including MCPS, CEF, programming, sector policies and strategies, operations, project design and processing, etc.
- Forging strategic partnerships: Partnership is key for the implementation of STI interventions and financing. Working with partners from the public, private, social enterprise and third sectors in the member countries, the global South and the North can add value to STI interventions from a financial and technical perspective and ensure a high impact on the ground. The division will prioritize the development of partnerships for (i) financial resources; (ii) knowledge sharing, and (iii) joint implementation.

8. Eligibility Criteria

Proposals submitted should meet the following criteria for consideration:

A. Transformative: The proposal must involve affordable and innovative technological solutions to harness national STI potential to address key development challenges faced by MC. The proposed intervention must: i) Highlight the development challenge to be addressed; ii) Articulate the proposed solution, with clear overall and specific development objectives including capacity building, links with the MC's national development plan and the SDGs; iii) Outline key activities and explain how these activities are expected to address the identified capacity gaps/challenge. Locally developed innovative technology solutions which have potential to address social challenges faced by specific community and/or province are also eligible. Please refer to section on main focused areas.

B. Inclusivity: The proposal must have achievable, relevant, and time-bound (SMART) outputs and outcomes with the potential to maximize impact and outreach. These should have the potential to effect positive transformational social change impacting on and engaging large number of beneficiaries, while establishing new social relationships or collaborations that create and increase livelihood opportunities for excluded populations on a sustainable basis.

C. Results- oriented: The key outputs and outcomes must demonstrate a clear impact on the various elements[4] of the targeted innovation ecosystem. It must also clearly reflect the type(s) and number of beneficiaries/institutions that will benefit from the intervention and the sort of capacity changes it will bring out to them. The intermediate and long-term outcomes expected to result from the proposed intervention shall be specified while identifying key indicators to observe, monitor and measure the outcomes. Post-evaluation activity should also be undertaken by IsDB to assess the social and economic impact of the proposed intervention.

D. Sustainability: The proposal must include capacity building, with a clear exit strategy, with specific measures embedded in its design that will ensure the continuity of key activities and impact/results on large number of beneficiaries in the long term.

E. Financial Feasibility: The proposal must clearly reflect proposed activities and estimated cost for each activity, as well as funding mechanisms/sources reflecting the grant amount requested from the Bank, own contributions and expected contribution from the partner institute, and the other donors, if any. Co-funding is strongly recommended, to ensure synergy, ownership and knowledge sharing and partnerships.

F. Technical Viability: the envisaged activities of the proposal must be implementable, scalable, and adaptable through articulating clear implementation arrangements, including the plan for engaging various stakeholders within the recipient country.

G. Alignment with the Bank Strategy and MC's National Development Plan: the STI grant operation should support capacity development in an area, which is identified in the MCPS and/or Country Engagement Framework (CEF) preferably for the recipient countries. Otherwise, reference should be made to IsDB 2025 strategy[5] priority areas of intervention. In parallel, it is highly recommended that the Country Programs/IsDB Regional Hubs are consulted on the significance and strategic alignment of the grant request at the early stages of preparation.

9. Compliance to IsDB Rules of Financing

The interested partners must comply to the following considerations during the preparation phase of the proposal in order to strengthen their proposals; and to convince the selection committees (Operational Technical Committee, Operations Management Committee, etc.):

A. Provide an official endorsement or official request in the form of a signed letter from the IsDB Governor's Office of the recipient country as a supplementary document

[4] Actors (e.g. Businesses and Entrepreneurs/research and education actors etc.); connections and relationships (e.g., local, national and international collaborations across sectors, technology and scientific disciplines); building blocks (e.g. policies and regulatory frameworks, institutional setting and governance...etc.),

[5] https://www.isdb.org/publications/isdb-strategic-realignment-2023-2025

to be submitted along with the project proposal. This letter shall express the no objection and support from the recipient country to the proposed intervention.

B. Consistency and alignment with the Bank's overall rules and procedures given that the proposal shall be reviewed and evaluated by one or more committees within IsDB's including compliance, legal, procurement, integrity, and risk management.

C. The processing of STI operations must also comply with and follow templates provided in the new IsDB Grants Operational Manual.

10. Financial Contributions:

Financial contribution from IsDB must not cover the total cost of the project proposal. The partners and/or the recipient countries must financially contribute, both in-cash and in-kind to ensure ownership and commitment. The in-kind contributions from the partners and/or from the recipient countries should be factored as part of the project budget to give the actual cost estimation of the proposal. Therefore, accurately valuing these contributions is important in determining the exact contributions of each stakeholder to the project proposal.

A. For projects up to US$ 250,000: Due to the limited grant resources, the grant amount by the IsDB for each project may not exceed US$ 250,000 for regional interventions and/or country-specific projects.

B. For projects above US$ 250,000: In case more than US$ 250,000 is required, other modes of financing, such as concessional loans, must be explored in line with the Bank's rules and regulations to finance STI proposals.

11. Submission Procedures

All proposals shall be submitted by completing the Grant Operation template (Annex-2). For STI interventions involving technology deployment, prior to the submission, the partners may be required to complete the Technology Appraisal Form (Annex-3) which has been developed by STI division to assess the proposed technological solution(s) to determine whether it is qualified to be finance/deployed by the Bank or not.

12. Selection Checklist

All submitted proposals will be reviewed by the STI team to ensure alignment with the strategic focused areas and shortlisted proposals will be further judged based on the above-mentioned eligibility criteria, while attempting to answer the following questions during the selection:

- Is the project in line with the STI priority programs?
- Is it a pilot project that has potential to grow into a program?
- Can the lessons/best practices from this project be replicated in other countries?
- What are the chances of mobilizing resources for the program that this proposal is trying to promote?

- Does it have the potential to create a large impact with a small amount of investment? (simple cost benefit analysis)
- Does it maintain the good geographical spread of STI interventions?

13. Operational Cycle:

After the proposal is judged as technically sound and fulfills all qualifying requirements of the STI Program, the proposal will go through the following steps:

A. Step 1: Approval: The STI team in consultation and collaboration with the relevant departments and RH will prepare bankable project document using the standard Bank's Grant Operation templates to be submitted to OTC, OMC and IsDB's Management for approval, based on the IsDB's DoA of the Grants Approvals.

B. Step 2: Signing: Once the grant operation is approved, the partner will be notified, and the grant agreement will be prepared and signed by both parties. The agreement will stimulate among others the technical and financial obligations of both parties, as well as procurement and disbursement modalities.

C. Step 3: Procurement and Disbursement: All procurement activities and disbursement processes will conform to IsDB procedures as per the grant agreement and the payment modality.

D. Step 4: Implementation: the STI team in collaboration with concerned sector specialist in RH and/or department in the Bank shall supervise and monitor the implementation, whereas the partner's Executing Agency (EA) carries out the planned activities under the project. The progress of the operation is monitored continuously to measure steps towards the planned outputs and outcomes. For this purpose, the EA will be requested to submit quarterly progress reports to be reviewed by team (Annex-4). In addition, the team may mount regular supervision missions to monitor project implementation on the ground.

E. Step 5: Completion: The STI division coordinates with the EA to prepare the Project Completion Report within 1 – 3 months of finalization of all the planned project activities and prepare result stories accompanied by multimedia materials (e.g. videos and brochures) to be used as dissemination materials. Templates for Project Completion Report provided in the new IsDB Grants Operational Manual will be used.

F. Step 6: Post Evaluation: Upon completion of project, an impact evaluation exercise may be carried out to assess the success of the interventions. The responsibility to carry out an impact evaluation exercise falls under the IsDB; and if necessary, a consultant may be hired specifically for this task and to prepare an impact assessment study. In addition, the Communication and Outreach Department at IsDB may prepare a result story in coordination with the EA and the STI division within 3 months of the completion of the project. The result story shall briefly summarize the project and highlight the outcomes/impact reflecting

how it was contributed to improve the livelihoods and strengthening the national STI ecosystem of the MC.

During the operational cycle, STI will take the lead for standalone projects while Regional Hubs will take the lead for mainstreamed projects.

14. Guiding Steps for Mainstreaming STI Grant into Sectoral Interventions:

The following are guiding steps for Mainstreaming STI Grant into Sectoral Interventions:

A. Step 1: Define Problem/Challenge: Understand the sectoral/thematic challenge that the development intervention/project is addressing with the aim to identify any potential opportunity for technological solution/innovation that can be deployed to address such challenge, indicating clearly how the technology/solution solves this challenge.

B. Step 2: Scouting Technological Solution: Engage with key development partners/institutions and conduct web-based search and consultations with technology networks to map and identify readily available technologies that has potential to address sectoral challenges. Obtain more details on the technology/innovation, how it can address the problem, indication how the solution makes a difference in terms of unique differentiating factors of the technology/innovation in comparison to solutions offered by other competitors.

C. Step 3: Assess Deployment Requirement/Mainstreaming Potential: Engage with technology providers and other related stakeholders to assess the conditions for deployment, their willingness to transfer those technologies and related know-how for developing the capacity of a Member Country to address a similar challenge as well as the capacities and abilities to collaborate on an international scale. Identify the Technology Transfer/deployment requirements in terms of (resources, skills required/manpower, specific training needs/policy support, technology Infrastructure, deployment Cost, etc.).

D. Step 4: Define Technology Deployment Activities: Translate the findings in step 3 into detailed components/activities with clear description on each of the suggested components/activities involved describing what will be carried out under each activity e.g. procurement of equipment, technology licensing cost, software development/upgrading, setting up of a platform, training on specific topics, workshops to be conducted, etc.).

Annex 1: Potential Technological Solution for Deployment Template

Potential Technological Solution for Deployment in IsDB Member Countries

The Purpose: *The IsDB/STI has undertaken a review of the technological solutions supported under its portfolio, which resulted in shortlisting several solutions that have a potential for integration into development projects financed by IsDB. The purpose of this Form is to have better understanding on those technological solutions and to highlight how they can be scaled up to address development challenges faced by IsDB Member Countries in key sectors. The IsDB intends to capture key information needed for the development of advocacy material to facilitate the deployment of these solutions.*

*[Note: **Guided by the template below, kindly provide 3-5 pages write up by accompanied by relevant photos, videos, quotes, etc.**]*

A. Basic Data:

Name of Technological Solution: _____

Sector/Thematic _____

Please specify the sectoral/thematic areas related to the technological solution (Health, Education, Energy, Water, Agriculture, ICT, etc.)

Name of the Provider: _____

B. Executive Summary:

Please provide high level summary max 100 words reflecting the following:
Brief description of your technological solution/innovation and its applications? What is the key challenge(s) your solution is addressing? How it addresses the challenge(s)? What makes your solution innovative/creative/unique over other available ones? Who are the beneficiaries? What is the expected medium- and long-term results (please be as specific as possible)? What is the value proposition of your solution/ innovation?

C. Technological Solution Information:

Problem/Challenge – *Describe the development challenge/problem that your technological solution/innovation is addressing, indicating clearly how the technology/solution solves this challenge. Provide facts and figures where possible.*

The Technological Solution - *Describe in more details the technology/innovation embedded in your solution. How does it address the problem? Please indicate how the solution makes a difference.*

Value Proposition - *Please highlight the unique differentiating factors of your technological solution/innovation in comparison to solutions offered by other competitors. What makes the technology different?*

Technology Maturity/Traction - *Please specify where your technological solution has been used/applied, indicating the track record or market acceptance using this technology. Please indicate key achievements.*

Results/Benefits - *What impact does your innovation/technology has in terms of solving key sectoral challenges faced by IsDB Member Countries (MCs) or Muslim communities in non-MCs (food security, good health and well-being, quality education, clean water and sanitation, affordable & clean energy, industry, innovation and infrastructure, etc.).*

Who are the target beneficiaries? How many people/members of the society, institutions are benefitting/expected to benefit from the technology in the short, medium, and long term? Please provide measurable figures wherever possible.

Deployment/Mainstreaming Potential - *Please specify if the technology/app/method involved in your solution has a registered status as IPR (Intellectual Property Right) such as patent, trademark, industrial design, copyright, etc.? Are you willing to Transfer Technology and know-how of your solution for developing the capacity of a Member Country to address a similar challenge? What is the Technology Transfer/deployment requirements (resources, skills required/manpower, training needs/policy support, etc.)? What are the success factors for deploying this technology?*

Conclusion Remark – *Please provide a conclusion on how the value addition of the technology and how it can be mainstreamed into IsDB projects for addressing Member Countries' development challenges.*

Quotes of consumers/beneficiaries – *Please add quotes from customers or beneficiaries of the technology.*

Please add photos and videos – *Please provide illustrating photos and videos that can be used as part of this advocacy material for promoting your technological solution.*

Annex 2: Grant Operation Template

TO : The President

FROM : The Vice President (Operations)

SUBJECT : REPORT AND RECOMMENDATION OF THE DG, insert name of the Directorate ON THE insert the name of the Grant Operation and the Country

Name of the Department

Date in Hijri H

Date in Gregorian

Note:
This template is applicable for processing of Technical Assistance and Grant operations funded by IsDB.
This template is only applicable for Technical Assistance and Grant operations of amount of more than ID 30,000.
The Phrase of Grant Operations to be replaced with the Technical Assistance Operations for documents prepared by the DG-CP.
It is not applicable to externally funded grant operations such as KAAP and LLF.

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List of Annexes

IsDB Grant Operation Information Sheet and Executive Summary

<table>
<tr><td rowspan="2">Country:</td><td rowspan="2">Insert Country Name</td><td>Non-LDMC</td><td>Check</td></tr>
<tr><td>LDMC</td><td>Check</td></tr>
<tr><td>Title:</td><td colspan="3">Name of the Grant Operation</td></tr>
<tr><td>Beneficiaries</td><td colspan="3">Insert Name of Beneficiary Institution/Organization</td></tr>
<tr><td>Grant Operation Type:</td><td colspan="2">[ ] Insert either Capacity Development, [ ] Project Related, [ ] Special Assistance or [ ] Emergency Assistance or [ ] other types</td><td>Code No: Insert OMS Code</td></tr>
<tr><td colspan="4">Sector: Insert Sector</td></tr>
<tr><td colspan="4">Grant Operation Program Name of the Grant Operation Program</td></tr>
<tr><td colspan="4">SDG Linkage: Insert relevant SDGs</td></tr>
<tr><td colspan="4">Key Results: Insert Key Results</td></tr>
<tr><td colspan="4">Compliance Clearance: Confirm clearance (if needed)</td></tr>
<tr><td colspan="4">Date of Internal Clearance by the Director General (applicable for GP Directorate): Insert date</td></tr>
<tr><td>Cost (USD):</td><td colspan="3">Total Cost: Insert Amount
IsDB's Contribution: Insert Amount
Grant Operation Recipient Institution Contribution: Insert Amount
Other Contributions: Insert Amount</td></tr>
<tr><td colspan="4">Beneficiary Institution:
Name: Insert Name
Phone: Insert Phone
Address: Insert Address
Website: Insert Website
Email: Insert E-mail</td></tr>
<tr><td colspan="4">Objective: Insert Objectives</td></tr>
</table>

Description of the Scope: Insert Scope
Alignment with the Grant Operation Program: Insert Relevant Alignments
Justification: Insert Justification
Implementation Period (Months): Insert Planned Implementation Period
Key Planned Dates: Approval Date: Insert Approval Date Signature Date: Insert Signature Date First Disbursement Date: Insert Date Last Disbursement Date: Insert Date
Date of Receipt of the Official Request: Insert Date
Date of Submission for Approval: Insert Date
Recommendation: Insert Brief Recommendations

List of Acronyms/Abbreviations

Abb : Detail

Abb : Detail

Grant Operation Team Members:	
1) Insert name and designations here 2) Insert name and designations here	
Grant Operation Team Leader:	Insert name and designations here
Peer Reviewer (1):	Insert name and designations here
Peer Reviewer (2):	Insert name and designations here
Concerned COM/RHM (if applicable):	Insert name and designations here
GPI Owner:	Insert name and designations here
GPI Director:	Insert name and designations here

REPORT AND RECOMMENDATION OF THE Insert Proposal Submitting Authority OF IsDB ON THE PROPOSED GRANT OPERATION CONTRIBUTION FOR THE Title of the Grant Operation, Name of the Country

I submit to the President or the Board of Executive Directors for his/its consideration and decision the following Report and Recommendations on a Grant Operation contribution of insert amount in USD to the Insert the name of the Grant Operation Recipient to cover part of the cost of financing of the Insert the title of the Grant Operation. The proposed Grant Operation is part of the Insert the Grant Operation Program name Program.

INTRODUCTION

The length of this section should be 0.5 pages long and it will provide the background of the Grant Operation starting with general information about the proposal, inclusion in the Work Program (WP), compliance clearance, documents referred to in preparation for the RRM/RRVP document for the proposed Grant Operation.

2. The official request, endorsement letter, and co-financier's letters are attached as Annex-1,
3. The results-based logical framework of the Grant Operation is attached as Annex-2.

CONTEXT AND RATIONALE

The length of this section should be limited to max 1.5 pages. This first sub-section will provide succinct information about the country (if relevant) and sector conditions that underline the operation.

Context and Rationale:

The sub-section will succinctly outline the context and conditional analysis for the Grant Operation and the need for the operation.

BENEFICIARY INSTITUTION

The length of this section should be limited to max 2 pages, and it will provide Information about the experience, current capacity gaps, and/or strengths of the beneficiary institution and its role in implementing the Grant Operation. In the case of Reverse Linkage, this section will also provide information about the knowledge-providing institution.

Capacity Assessment:

Brief about the mandate of the beneficiary institution and its human, financial, organizational, and institutional capacities, as well as any strengths.

Roles and Responsibilities:

This sub-section will provide information about the roles the executing agency will play in the effective implementation of the Grant Operation, including information about (i) the organizational structure of the Grant Operation recipient institution, (ii) the roles of involved institutions, (iii) schedule of regular progress reporting and the Grant Implementation Assessment and Support Report (GIASRs) to be conducted.

Compliance Clearance:

This sub-section will provide information about the compliance check of the executing agency.

4. The Compliance Clearance of the institution(s) is attached as Annex-3.

GRANT OPERATION

The length of this section should be limited to max 2 pages,

Grant Operation Objective:

It outlines the objectives of the Grant Operation.

Key Performance Indicators:

This section needs to capture a very brief note on the impact, outcome, and output of the proposed Grant Operation.

Location:

This sub-section will provide information about the Grant Operation location, demographics, catchment area, names of provinces and districts in case the Grant Operation is spread over a larger area, and the names of countries in case this is a Reverse Linkage (RL) Grant Operation and other relevant information.

5. The map of the country (ies) and the Grant Operation location (s) is attached as Annex-4.

Scope and Description:

The sub-section will succinctly outline the Grant Operation scope in terms of its components and key technical details. The information on Grant Operation components in this sub-section must be consistent with those presented in the Grant Operation cost table in the next section.

COST ESTIMATE & FINANCING PLAN

The length of this section should be limited to max 0.5 pages

6. The total cost of the Grant Operation is estimated at US$ ----------. The breakdown of various cost items of the Grant Operation by financing partners is shown in Table-1 below and the details are given in Annex-5.

Table-1: Cost Estimate & Contribution Plan ***US$ 000***

Component	IsDB		Beneficiary Institution		Co-Financier (if any)		Total	
TOTAL								
%	100%		…..%		…….%		…..%	

IMPLEMENTATION ARRANGEMENTS

The length of this section should be limited to max 2.0 pages,

Readiness for Implementation:

This sub-section will provide details about the readiness of the Grant Operation for implementation. Among other relevant details, these will include the readiness of the Grant Operation recipient institution in terms of arrangements and preparations for managing the Grant Operation.

Implementation Schedule:

This sub-section will provide information about the implementation period of the Grant Operation which will be referenced to the date of signature of the Grant Operation agreement (where

applicable). This may also include a succinct version of the major milestones of the Grant Operation.

7. The Tentative Implementation Schedule of the Grant Operation is attached as Annex-6.

Disbursement and Financial Management Arrangement:

This sub-section will be prepared in collaboration with FCD and PPFM and will provide information about the agreed disbursement and financial management procedures for the components (special account, direct payment, reimbursement). The section will also provide the distribution plan for the disbursement on a quarterly basis.

Procurement Arrangements:

It is highly preferable that procurement activities have been completed or nearing completion for the proposed Operation to ensure timely implementation. Otherwise, this sub-section shall be prepared in collaboration with PPFM and provide information about the agreed procurement procedures for the components of the Operation and the procurement plan, in addition to completing the table-2 below, and any supplementary procurement-related information as found necessary by the PPFM Division.

Table-2: Proposed Procurement Procedures for IsDB Financed Components:

Grant Operation Components	Procurement Procedure for the Goods, Works, and Services				
	Procurement Procedure				
Component-1					
Component-2					
Component-3					

8. The Grant Operation Procurement Plan is attached as Annex-7.

Communication and Visibility Arrangement (if applicable)

This sub-section will be prepared to highlight the arrangement ensuring the visibility of IsDB in the Operations.

RISKS AND SUSTAINABILITY

The length of this section should be limited to max 0.75 pages,

Risks:

This sub-section will highlight the risks and mitigation measures.

9. The potential risks associated with the Grant Operation, the degree/level of the identified risks, and the proposed mitigation measures are provided in Annex-8".

Sustainability:

This sub-section will outline key measures for the sustainability of the Grant Operation and its results in the medium to long term, including technical sustainability, economic/financial sustainability, and institutional/social and environmental sustainability of the Grant Operation.

GRANT OPERATION JUSTIFICATION

The length of this section should be limited to max 0.75 pages,

Additionality of Bank Support:

This sub-section will provide information about the additionality that the IsDB support will bring to the development need and the country in general.

Strategic Fit and Alignment with the Bank Vision, Strategy (including MCPS), and Realigned Strategy:

This sub-section will provide clear and succinct information about the alignment of the Grant Operation to the Bank's Realigned Strategy (2023-2025), Grant Operation Program, MCPS, sector strategies, and SDGs – as applicable.

GRANT OPERATION TERM SHEET

This summary statement is to be drafted in collaboration with the Legal Department.

10. The term sheet is attached as Annex-9.

RECOMMENDATIONS

This statement is to be drafted in collaboration with the Legal Department.

Name of the Submitting Authority to the Approving Authority
Designation

Annex 3: Technology Appraisal Form

Technology Solution Appraisal Tool

Department: Cooperation and Capacity Development

Division: Science, Technology & Innovation

A. Basic Information about the Technological Solution

1- Name of Technological Solution:
_____

2- Sector/Thematic
Please specify the sectoral/thematic areas related to the technology (Health, Education, Energy, Water, Agriculture, ICT, etc.)

3- Brief Description
Please provide a brief description of the technology and its applications.

4- Challenge addressed by the technological solution
Please specify the development challenge addressed by the technological solution, indicating how the technology solves this challenge.

5- Technology Innovation
Please highlight the unique differentiating factor of the technology in comparison to your competitors. What makes the technology different?

6- Do you have any other competitors providing a similar solution?
Please provide up to three competitors that you believe provide the most similar solution.

Name of Competitor	*Website Address*	*Why is it better than the competitor?*

7- Deployment potential: Does the technology/app/method involved in your solution has a registered status as IPR (Intellectual Property Right) such as patent,

trademark, industrial design, copyright, plant variety certificate, etc., protecting against illegal (unauthorized) use, offering for sale? (Yes / No) - *please specify*

B. Solution Provider of the Technology

8- Solution Provider Name:
_____

9- Type of Entity: *Please select from the drop-down list*

- *Startup (less than 5 years of incorporation)*
- *SME*
- *Individual innovator*
- *Government institutions*
- *NGO*
- *Others, please specify*

10- Profile of Entity:
please add your entity profile including bios, experience, achievements, and international cooperation's.

11- Technology application: *please specify where your technology has been used/applied, indicating the track record of the entity in using this technology?*

12- Contact Information
- Name
- Country, City/Town
- Contact focal point information
- Name, First name
- Title – position in entity
- Address (street, City/town, postal code, province/state/canton, country
- E-mail
- Web Site
- Telephone
- Mobile

13-Field of Technology/Industry

Please specify your field of technology / industry describing what product or service you provide and, who are your beneficiaries/customers/clients? What is the expected benefit of your product or service? What is the value proposition of your proposed work?

14-UN Sustainable Development Goals (SDGs) focused area/Industry

Please specify the SDGs related to your focused industry.

C. Technology Viability Assessment Form

Technical Assessment (Please provide technical specifications/ details in Annex-A):

Parameters	*Self-Assessment*	*Comments/ Justification/ Assumptions (if any)*
Technological Maturity: Assessment of readiness levels and maturity of a technology at the global level	Please select: 1-System prototype; 2- tested and piloted; 3-sucessfuly implemented and operational;	
Reliability: how do you rate the ability of the technology to perform in a given period of time without any failure.	Time of continuous use per day (in hours)	
	Breakdown Frequency per year (please specify Number of breakdowns per year)	
Ease of Installation: How easily the components/parts of the technology can be installed	Man-hours (Number of persons * hours required. Please specify number of hours a person needs to work in order to install)	
	Please specify the technical skills needed to install the technology	

Scalability: Applications in other sectors with respect to technology	Measure scaleup potential in multi sectors (Please choose: Yes/No/customization needed)	
Utility Requirements: How much of the utilities is required to use the technology	Electricity consumption (#Units required)	
	Water consumption (#Units required)	
	Alternate energy consumption (Please specify)	
Operation: to measure the level of sophistication of operations of technology	Periodic Maintenance requirements (Please specify the frequency per /day/month/year)	
	Accessibility to repairs and maintenance: Who conducts the repairs and maintenance? (Please choose: 1-Technology provider, 2-capacity available in the country, 3-capacity development required)	
	Usability is how effectively and efficiently consumers can use a technology (Please specify the ease of use of the technology: 1=very easy, 2= easy, 3= difficult)	
	Technology lifespan (#Months/ Years)	
	Safety Measures (Please specify measures of safety associated with operation of the Technology.)	

Economic Assessment (Please provide cost-benefit analysis and ROI calculation details in Annex-B):

Parameters	*Self-Assessment*	*Comments/ Justification/ Assumptions (if any)*
Deployment Cost (Capital expenditure): Investment expenditure required to acquire a technology (equipment cost, service charge, etc.)	Cost of equipment/software application/Intellectual Property Rights cost (I PR) (Please specify based on the country in use $)	
	Licensing/ Subscription cost costs fees (Please specify in $)	
Operation and Maintenance Cost: Costs associated with operations and maintenance of the technology (raw materials, energy, labour, etc.)	Cost of raw materials and consumables (if any) (Please specify based on the country in use $)	
	Estimated Service Maintenance cost (Please specify based on the country in use $)	
	Estimated Labour cost (Please specify based on the country in use $)	
	Estimated training cost to operate the technology (Please specify $)	
	Expected annual depreciation rate (Please specify $)	
	Repair Costs (Please specify $)	
Expected Return on Investment: Annual return as a percentage of the capital cost	Investment returns/profitability rate (Percentage (%) sales to expenses)	
	Taxation requirements for deployment (% value)	

Benefit: benefits obtained as a result of using the technology	Benefit generated by increased production (Please specify)	
	Benefit generated by reduced costs (Please specify)	
	Other direct benefits generated that can be quantified (Please specify)	
	Other indirect benefits (that may not be quantified) (Please specify)	

Social Assessment: Please provide details on the social impact of the technology deployment in Annex-C

Parameters	*Self-Assessment*	*Comments/ Justification/ Assumptions (if any)*
Social Acceptance: Measures the level of acceptance of the technology among local stakeholders		
Awareness (about the technology and its impacts)	1- Low/2- Medium/3- High	
Perception - How is the technology perceived by the community	1- Low interest /2- Neutral/3- High interest	
Culture and Norms: Does the technology fit into the cultural and social norms of the recipient	(Yes/No), if No *Please explain*	
Number of Potential Beneficiaries: Number of people/members of the society, institutions benefitting from the technology	This includes direct and indirect beneficiaries (those closely linked to the technology and other secondary beneficiaries) Number of people = (please specify direct and in direct)	

	Number of Institutions = (please specify direct and in direct)	
Job creation potential: opportunities for new job creation		
Number of direct and indirect potential jobs/generated -	Number of jobs (please include full-time, part-time jobs)	
Gender diversity: Technology can be used by all groups including people with special needs	Yes or no, If no Please elaborate	
Standard of Living: Potential to improve the standard of living of citizens by providing access to essential services or goods offered by the technology		
Improving standards of living (in terms of income levels, wealth, etc.)	Contribution of the Technology to improving standards of living 1- Low/2- Medium/3- High Please explain	
Affordability	To what extend the technology is accessible to all segments of population? 1- Cheap and Affordable to all; 2- Specific group with medium income level; 3- High income only	

Environmental Impact: Please provide details on the environmental impact of the technology deployment in Annex-D

Parameters	*Self-Assessment*	*Comments/ Justification/ Assumptions (if any)*
Impact on Ecosystem: Impact of technology on the natural habitat of various living beings		
Impact on biodiversity (living beings)	1–3 (1=High, 2=Medium, 3=Low,	
Impact Air quality	1–3 (1=High, 2=Medium, 3=Low,	
Impact on water resources	1–3 (1=High, 2=Medium, 3=Low,	

Impact on land	1–3 (1=High, 2=Medium, 3=Low,	
Life Cycle Environmental Impact: impact of local pollutants and Greenhouse Gas Emissions (GHG)/ throughout the lifespan of a technology		
Emissions of harmful substances	1–3 (1=High, 2=Medium, 3=Low,	
GHG emissions	1–3 (1=High, 2=Medium, 3=Low,	
Noise pollution: Assess the level of unpleasant noise/sound produced because of using the Technology	1–3 (1=High, 2=Medium, 3=Low,	

D Technology Deployment Requirement

Resource Requirements Please provide details on the resources required to operationalize and maintain the technology in Annex-E):

Parameters	*Self-Assessment*	*Comments/ Justification/ Assumptions (if any)*
Raw Materials: Nature of raw materials required to assemble/build the technology	Type of raw material used (Please specify)	
	Availability of raw materials: Available/Scarce/ Not available	
	Substitutes for the raw material: Available/Scarce/ Not available	
Domestic availability of equipment used in the technology (assess the availability of local spare parts required)	Spare parts available/not available: If available, Please provide the list	
	Interoperability: ability of the new technology to work in sync with existing ones: Yes/ No	
	Opportunities for domestic reproduction of the parts: Yes/ No. Please specify	
Manpower/Skills: of skills required to operate the technology	Number of Manpower needed to operate the technology. Please Specify	
	skills required	

	Please Choose: Skilled/semi-skilled or NOT skilled	
Training Needs: Is there any specific training required to operate the Technology	training needs: Yes, or No, if Yes, Please specify the training needs cost/staff	
Technology Infrastructure requirements: what infrastructure is required to host the technology	Infrastructure needs may place a heavy burden on the deployment of a particular technology, so we need to understand any specific requirement: Please specify (e.g. 5G internet connection, green house, ICT lab, office space, etc.	

Policy and Regulatory Support (recipient of Technology) (Please provide details on policy and regulatory requirement to support technology deployment in Annex-F):

Parameters	*Self-Assessment*	*Comments/ Justification/ Assumptions (if any)*
Technology Sourcing Country: Assess the ease in Technology Transfer/sourcing from global tech partners/companies	Ease of sourcing (planning, transportation, implementation, cost, etc) 1–3 (1=very easy, 2= easy, 3= difficult), if difficult please mention the reason(s)	
	Regulatory Matching (countries follow different standards, regulations, rules, etc.) 1–3 (1=high, 2=medium,3= low)	
	Trade restrictions/barriers Exist or not; if yes:1–3 (1=high level, 2= moderate level, 3= low level)	
	Intellectual property Rights (IPR) protection Exist or not;	

E. Risk Assessment Matrix Please provide details on the key identified risks of the technology in Annex-G

Risk	Likelihood (Low, Medium, High)	Impact Rating (Low, Medium, High)	Risk Mitigation/ Justification
Technology Sustainability: Assess the potential for losses due to technology failure			
Change in technology usage/obsolescence			
Competing emerging technologies			
Changes in policy and regulations supporting the diffusion/use of the technology, etc.			
Financial Risk: various financial risks associated with any technology			
Operational costs			
Payback period			
Political risk and uncertainty			
Resource Risk: Assess the potential risk associated with key resource availability			

Dependency on imports for raw material availability			
Global supply chain disruptions			
Labour requirement			
Raw material price volatility			

Social Risk: Potential risk of adoption of the Technology by the community	
Long-term impact on a community in terms of acceptance/social norms	
Impact on employment	
Impact on quality of life, affordability, health impacts	
Environmental Risk: Potential harm to the environment caused by any technology/project	
Long-term impact on the ecosystem, GHG emission potential, noise pollution, etc.	

Annex 4: STI Grant Operation Technical & Financial Progress Report

Submission date:

Why Progress Reports? It is a requirement by IsDB to receive project progress report for better management of the projects and planning purposes. In addition, the STI Grants are disbursed in installments, for processing each installment by finance department progress and financial reports of the previous expenditure are mandatory requirement.

Note: Please send the attached reports along with a request for disbursement signed by the project team leader.

Project Key Data	
Project Name	
Country	
Total Amount Approved (US$)	
Previous Installment Amount (US$)	
Requested Installment Amount (US$)	
Requested Installment Number	

EXECUTIVE SUMMARY
The Executive Summary should include the following main items:

- Overall status of implementation and the progress in comparison with the project objectives/results (outputs and outcomes) set out in signed Agreement and/or Technical Proposal prepared and submitted by the beneficiary.

- Summary of major problems and issues affecting or likely to affect implementation progress; assessment of the likelihood that the immediate development objectives will be met (in part or in full).

- Recommendations and follow-up actions to address project issues (recommendations are to be specific, outlining what actions, when and by whom to be undertaken).

1- Progress Towards Activities Implementation:

Project Components-Deliverables, Activities or Milestones as per the Grant Agreement	Progress report *

* If you need additional space for the progress report you can write it below the table.

2- Progress Towards Budget Utilization:

S.N	Project Component/Activity or deliverables as per the signed grant Agreement	Approved Amount (USD)	Expenditure (USD)
1			

2			
3			
4			
5			
6			
	Total		

Note: Please provide detail of the components/activities implemented with the previous installment.

Break down of expenditure and its supporting documents is attached (next page).

S.N	Project Component/Activity expenditure breakdown	Expenditure in Local Currency	Expenditure In (USD)	Invoice or supporting documents reference number*
	Total			

*Please attach all supporting documents (invoices, payment prove) for each item.

A. STI Grant (Project Owner) …… …….. Signature……

B. Project Officer IsDB……. Signature ……

C. STI Division Manager…… Signature ……