

Concept Note with the title _____
submitted by _____
for a project in _____ **(Country)**

1. Partnership¹

A) Member of the partnership representing the demand side (beneficiaries):

Organisation 1 _____ Contact person _____

E-Mail _____ Phone _____

Located in _____ Skype ID _____

Type of organisation

- National government body Subsovereign government body NGO Local insurer
- Local Bank/ MFI Other, please specify:

B) Member of the partnership representing the supply side:

Organisation 2 _____ Contact person _____

E-Mail _____ Phone _____

¹ A signed letter of consent indicating such endorsement and with the agreed cooperation and co-funding modalities must be presented to InsuResilience Solutions Fund by Full Proposal stage at latest. A template is provided in the Partnership Agreement ([Link](#)).

Located in _____ Skype ID _____

Type of organisation

Insurance company

Reinsurance company

Broker

Risk modelling company

Other, please specify:

C) Further parties involved:

Organisation 3 _____

Located in _____

Type of organisation _____

Main responsibility within the project _____

Member of demand side (A) or supply side (B)

Please select!

Organisation 4 _____

Located in _____

Type of organisation _____

Main responsibility within the project _____

Member of demand side (A) or supply side (B)

Please select!

Organisation 5 _____

Located in _____

Type of organisation _____

Main responsibility within the project _____

Member of demand side (A) or supply side (B)

Please select!

Organisation 6 _____

Type of organisation _____

Located in _____

Main responsibility within the project _____

Member of demand side (A) or supply side (B)

Please select!

Who will be the main contact person?

A (demand side as stated above)

B (supply side as stated above)

Other

Organisation _____ Name _____

E-Mail _____ Phone _____

Address _____ Skype ID _____

2. Overview

Please provide a short description of your project concept (max. 500 words)

[incl. background, status quo, target group and region(s), objectives, insurance approach, product characteristics, risks to be covered and impact on livelihood conditions, contribution to InsuResilience Goals, etc.].

**Background, status quo
and target group :**

**The overall project
objective is**

This requires, amongst others

- (1)
- (2)
- (3)

■ In which of the following category(ies) would you classify your project concept?

- | | |
|--|---|
| <input type="checkbox"/> Development of new insurance product | <input type="checkbox"/> Upscale of already piloted insurance product |
| <input type="checkbox"/> Development of technical solutions to enable insurance product outreach or implementation | <input type="checkbox"/> Other [e.g. risk reduction measures], please specify : |

■ Which risk(s) will your product(s) cover? (specification of more than one risk possible)

- | | | | |
|---|-------------------------------------|--------------------------------------|---|
| <input type="checkbox"/> Drought / heat waves | <input type="checkbox"/> Flood | <input type="checkbox"/> Wind | <input type="checkbox"/> Tropical Storm (Hurricane, Typhoon, Cyclone) |
| <input type="checkbox"/> Extreme rainfall | <input type="checkbox"/> Earthquake | <input type="checkbox"/> Cold spells | <input type="checkbox"/> Other, please specify : |

■ Where do you want to implement the product / solution?

Country _____ Region(s) _____

is an ODA recipient country² Yes No

GNI / Income group³ _____

² As defined by the OECD Development Assistance Committee. ([Link](#))

³ GNI calculated according to the Atlas method by the World Bank ([Link](#)).

■ **What is your target group / end client? Who will benefit from the insurance coverage / insurance payout?**

Households / individuals

Farmers

Small and medium enterprises

Others : _____

Please provide information on their income level

■ **Who will be the insurance policy holder(s)?**

Individuals / households (e.g. farmer) → direct micro-level approach

Please specify :

Institutions / organisations (e.g. co-operatives) → indirect meso-level approach

Please specify :

Public entity / National / subsovereign government body → indirect macro-level approach

Please specify :

■ **What is the insurable interest / asset?**

Property (buildings, machinery, etc.)

Financial losses (income, credit risk, etc.)

Agricultural production / revenue

Other :

Emergency relief measures

■ **Did you already review the relevant regulatory framework(s) for product and / or programme compliance?**

Yes

No

■ **Which insurance products (with similar insurable interests / assets) are available to your target group so far?**

None

Description
(product line, type)

■ **How many households (living on less than USD 15 PPP/ day) are expected to benefit (directly / indirectly) from the insurance product⁴?**

a) Number of households : _____ till 12/2020

b) Number of households : _____ by _____ (project end) – max 24 months!
MM/YYYY

■ **What is the expected duration of activities under the submitted project? _____ months**

■ **Project start:** _____ **Project end:** _____

■ **Which sector(s) do you focus on? (Field of application for the insurance product)**

Agriculture (crop)

Agriculture (livestock)

Energy

Other, please specify :

Infrastructure

Emergency response / immediate relief

Health / Life

Finance

⁴ For the calculation of the number of beneficiaries please refer to the Project Results Guideline, p.3 ff ([Link](#)).

| ■ Funding volume | <u>Example only</u> | <u>Your Funding Volume</u> |
|---|---------------------------|----------------------------|
| Envisaged ISF funding | e.g. 200,000 EUR (44.4 %) | _____ EUR (_____ %) |
| + | + | + |
| Volume of own contribution ⁵ | e.g. 250,000 EUR (55.6 %) | _____ EUR (_____ %) |
| = | = | = |
| Total ISF project costs | 450,000 EUR (100 %) | _____ EUR (_____ %) |

■ Source(s) of your own contribution⁶:

| | Type In-kind or financially | Source (of funding) | Provided in form of | Purpose | Volume in EUR | Share to total | |
|--------------|-----------------------------|--|------------------------|--|----------------|----------------|----------------|
| 1 | <i>In-kind</i> | <i>e.g. Partnership lead – company X</i> | <i>e.g. Staff time</i> | <i>e.g. Awareness raising campaign</i> | 200,000 | 44.4 % | <i>Example</i> |
| 2 | <i>financially</i> | <i>e.g. Donor XY</i> | <i>e.g. Cash</i> | <i>e.g. Product design activities</i> | 50,000 | 11.1 % | <i>Example</i> |
| | | | | | | % | |
| | | | | | | % | |
| | | | | | | % | |
| | | | | | | % | |
| Total | | | | | 250,000 | 55,5 % | <i>Example</i> |

⁵ See cost items that are eligible for grant-based funding and that can be considered as own contribution ([Link](#))

⁶ The own contribution may include own resources or co-financing from other donors. Resources received from contributing parties to the ISF (currently the Federal Republic of Germany only) do not qualify as a party's own contribution.

■ **Have you already implemented similar projects in this field?**

- No
- Yes (project name, description)

Web link _____

What do you want to finance with the funds provided by ISF?

| | Cost category | Description | Requested ISF financing amount (in EUR) | Examples for cost items and categories ⁷ |
|---|---------------|-------------|---|---|
| 1 | | | | Product development <i>e.g. development of new risk models (hazard, vulnerability, exposure), technical product design incl. actuarial services, development of risk/ hazard maps</i> |
| 2 | | | | Investments in infrastructure <i>e.g. establishment of weather stations, development of sound database and establishment of</i> |

⁷ Please refer to the list of Eligible and Ineligible Measures ([Link](#)).



| | | | | |
|---|--|--|--|---|
| 3 | | | | <p><i>technological infrastructure (i.e. underwriting platform), mobile payment devices</i></p> <p>Product distribution & implementation</p> |
| 4 | | | | <p><i>e.g. development of distribution channels, trainings for local support agencies/ partners, awareness campaigns, premium financing⁸</i></p> |
| 5 | | | | <p>Indirect costs (not related to specific outputs/ results)</p> <p><i>e.g. Reporting, project management, travel costs, auditing, etc.</i></p> |
| 6 | | | | |
| <p>Total sum (in EUR) of <u>requested ISF financing</u> amount</p> | | | | |

⁸ Funding requested for premium financing should be limited to the short/ medium-term geared to facilitate the market introduction and product establishment phase. Furthermore, a convincing phase-out strategy or a credible concept for long-term subsidisation from other sources than ISF is presented.

3. Project Concept

Please use the following structure to describe your project.

| Key aspects | Your description |
|---|------------------|
| <p>1) Context and problem analysis</p> <p>a. Short description of the overall scope and background of the project/ insurance product</p> | |
| <p>b. Describe also complementarities/ synergies with other programmes planned/ existing in the field of climate risk insurance. How will the proposed project relate to them?</p> | |
| <p>c. How vulnerable and exposed is the target country/ region/ group with respect to extreme weather events/ natural catastrophes? What evidence supports this?</p> | |
| <p>d. Why is the proposed insurance approach preferable to other climate change adaptation measures (e.g. distribution of fodder, cash transfers, improvement of supply chains)?</p> | |

| | |
|---|--|
| <p>2) Objectives</p> <p>a. What are the main objectives and the expected outputs/ results of the project?</p> <hr style="border-top: 1px dashed orange;"/> <p>b. How will the project contribute to reach poor and vulnerable households (living on less than USD 15 PPP/ day)?</p> <p>AND / OR</p> <ul style="list-style-type: none"> - national/ regional climate and disaster risk management plans, activities and policies? <p>AND/ OR</p> <ul style="list-style-type: none"> - other measures in the field of climate and disaster risk management (especially risk reduction and mitigation)? | |
| <p>3) Strategy</p> <p>a. What insurance product(s) do you plan to develop/ enhance/ launch/ roll out?</p> <p>Please provide main product characteristics and additional details in case of existing pilots, but also information on the following:</p> <ul style="list-style-type: none"> - Who will be the policyholder and who pays the premium? | |

| | |
|---|---|
| <ul style="list-style-type: none"> - How/ through whom will you reach end-beneficiaries? - Which distribution channel(s) will be used? | |
| <p>b. Which other services (besides access to insurance) will be provided to the target group/ local partners by implementing this project?</p> | |
| <p>c. Please provide a chart illustrating the flow process and interaction between partners in the value chain.</p> | <p>Please provide the chart as an annex!</p> |
| <p>4) Work plan and timeline</p> <p>a. What are the tasks (main components/ activities) that need to be carried out to deliver the planned results (= outputs)?</p> <hr style="border-top: 1px dashed #f4a460;"/> <p>b. How long will it take to reach the envisioned goals/ number of people?</p> | |

| | |
|--|--|
| <p>5) Team composition, responsibilities and coordination</p> <p>a. List the main disciplines of the project. Which entity will be responsible for the implementation of which part? We welcome additional tables/ graphs.</p> | |
| <p>b. How will you manage and coordinate the project?</p> | |
| <p>6) Local partner involvement</p> <p>a. To what extent will local institutions/ communities be involved in the planning and implementation?</p> | |
| <p>b. Who are the government partners that will have to cooperate with the partnership/ project?</p> | |

| | |
|--|--|
| <p>7) Risk screening, evaluation and monitoring</p> <p>a. Major risks to the project’s success and their consequences, e.g. political, contextual, operational, budget and business risks</p> <hr/> <p>a. Measures to manage potential risks and how to mitigate their impact</p> | |
| <p>8) Sustainability</p> <p>a. Who will pay the insurance premiums?</p> <hr/> <p>b. How does the willingness and ability to pay (premiums) correspond with the proposed solution/ product? What evidence supports this (e.g. demand survey, study, etc.)?</p> <hr/> <p>c. Is there potential for upscaling, e.g. by introducing the product in other regions?</p> | |

| | |
|---|--|
| <p>d. How would you see the product evolve over a longer term (beyond 5 years)?</p> | |
|---|--|

4. What is the level and extent of preliminary work? What is already in place and what needs to be done during the project? Please fill in the table below. The table may be used as a basis to define key activities and desired results/ outputs.

| | Status quo What precisely is in place (e.g. has been assessed) or how does the process work right now? | Sources that document the current status (e.g. feasibility study, MoUs) | Status at project end What will be achieved during the project? |
|------------------------------------|--|---|---|
| Demand and needs assessment | | <i>e.g. The results of the demand assessment can be found in the attached study (Example)</i> | |
| Existing pilots | | | |
| Partnership agreement(s) | | | |

| | | | |
|---|--|--|--|
| Regulatory framework | | | |
| (Re-)insurance agreement | | | |
| Data collection and analysis | | | |
| Product design | | | |
| Degree of digitalisation <i>(underwriting, claims assessment, payment systems, pricing, etc.)</i> | | | |
| Distribution process | | | |
| Training and awareness raising | | | |
| Linkage to other services, national plans, etc. | | | |

5. Data Protection Declaration

We use your personal data to carry out the application and selection process, the potential conclusion of a grant agreement and the potential implementation of the project with the ISF on the basis of Article 6 (1) of the European Union (EU) General Data Protection Regulation (GDPR). The provision of the personal data is necessary for the implementation of the application and selection process and the potential conclusion of the grant agreement as well as the potential implementation of the project. In the event of non-delivery of personal data, it is not possible to process the application.

Within this contractual relationship, we will process your data in particular for the performance of the following activities:

Application-related contact, evaluation of the application, contract-related contact, contract management, payment management, project implementation, reporting, monitoring, audit and evaluation.

For more information on data processing purposes, see the Grant Manual and related documents.

In order to fulfil our contractual obligations, your personal data will be disclosed to the partners of ISF, to the members and guests of Technical and Strategic Committee of the ISF and third parties mandated by us within the context of the ISF.

Responsible under Art. 4 (7) EU GDPR is the Frankfurt School of Finance & Management gGmbH, Adickesallee 32-34, 60322 Frankfurt am Main, Phone: + 49 (0) 69 154008-0, Email: info@frankfurt-school.de

You have the right to information, correction and deletion, blocking and restricting processing. You have the right to complain to a supervisory authority if you believe that the processing of this data violates data protection regulations.