

**Concept Note with the title** \_\_\_\_\_  
**submitted by** \_\_\_\_\_ (Name of organisations requesting funding)  
**for a project in** \_\_\_\_\_ **(Country)**

**Please note: In case of a multi-country approach and country-specific constellation of partners, please submit one Concept Note per country.**

### 1. Composition of the Partnership<sup>1</sup>

*(1) At least one Partnership Member needs to be legally based in the country of implementation and legally entitled to sign contracts.*

*(2) If you can answer one or more of the following questions with “yes” you can be classified as demand-side member:*

- 1) Your organisation has direct access/ contact to the target group*
- 2) You will act as a policyholder on behalf of end-beneficiaries*
- 3) You are a local (government) organisation acting on behalf of end-beneficiaries without becoming a policyholder*

*(3) If none of the above questions can be answered with “yes” by at least one Partnership Member, it is necessary to submit MOU/ EOI or similar from additional stakeholder(s) to evidence the demand and need for the proposed insurance solution.*

#### A) Demand-side partner(s):

Please name all members of the partnership representing the demand and needs of end-beneficiaries or acting on their behalf (at least one!)

	Name of organisation	Legal type of organisation	Legal domicile of organisation (city, country)	Please describe connection to the target group	Function or main responsibility in the ISF project
	<i>Organisation X</i>	<i>e.g. MFI, national/ sub-sovereign</i>	<i>City X, Country Y</i>	<i>E.g. Direct access to target group through lending activities and bundling insurance with credit</i>	<i>e.g. Distribution Partner</i>

<sup>1</sup> 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](#)).

	Name of organisation	Legal type of organisation	Legal domicile of organisation	Please describe connection to the target group	Function or main responsibility in the ISF project
1					
2					
3					
4					
5					

**B) Supply side partners or other member(s):**

Please name all members of the partnership representing the supply side (at least one!) and if applicable **additional partner(s) responsible for significant tasks in implementing the ISF project.**

	Name of organisation	Legal type of organisation	Legal domicile of organisation (city, country)	Function or main responsibility in the ISF project
				<i>E.g. risk taker and technical product designer</i>
1				
2				
3				
4				

**C) Who will be the main contact person?**

Name of contact person: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Phone: \_\_\_\_\_ Organisation: \_\_\_\_\_

Address of organisation: \_\_\_\_\_

## 2. Overview

Please provide a short description of your project concept (max. 1,000 words, please add lines if needed)

[incl. background, status quo, target group, objectives of your insurance approach and main characteristics, risks to be covered, contribution to InsuResilience Goals, etc.]

**Background, status quo & target group:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**The overall project objective is** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**How does the insurance solution work (from insurance offering to claims assessment)?** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**This will be achieved, by**

(1) \_\_\_\_\_

\_\_\_\_\_

(2) \_\_\_\_\_

\_\_\_\_\_

(3) \_\_\_\_\_

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

- Development of new insurance product  Upscale of already piloted insurance product

■ If applicable, what further aspects are / will be part of your project?

- Risk reduction measures  Development of technical solutions to enable outreach of the insurance

Other, please specify: \_\_\_\_\_

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

- Drought / heat waves  Flood  Wind  Tropical Storm (Hurricane, Typhoon, Cyclone)  
 Extreme rainfall  Earthquake  Cold spells  Other: \_\_\_\_\_

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

Country \_\_\_\_\_ is an ODA recipient country<sup>2</sup>  Yes  No

GNI / Income group<sup>3</sup> \_\_\_\_\_ Region(s) \_\_\_\_\_

■ 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 (GDP per capita PPP<sup>4</sup>) \_\_\_\_\_

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

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

<sup>4</sup> GDP per capita PPP as calculated by the World Bank ([Link](#)).

■ **Who will pay the insurance premium ? Please select.**

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

Please specify: \_\_\_\_\_

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

Please specify: \_\_\_\_\_

National / subsovereign government body (e.g. Ministry of Finance) → indirect macro-level approach

Please specify: \_\_\_\_\_

■ **What is the insurable interest / asset? Please select category(ies) and specify further.**

Property (buildings, machinery, etc.): \_\_\_\_\_  Financial losses (income, credit risk, etc.): \_\_\_\_\_

Agricultural production: \_\_\_\_\_  Emergency relief measures \_\_\_\_\_

Other: \_\_\_\_\_

■ **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 will be insured or benefit (directly / indirectly) from the insurance product(s), e.g. by providing emergency cash in case of an insured event<sup>5</sup>? *Please provide absolute numbers (e.g. active policies) and do not aggregate numbers for consecutive years. For the calculation of the number of beneficiaries, see additional information in the Project Results Guideline, p.3 ff ([Link](#)).***

1) Number of households

a) expected by end of 2025: \_\_\_\_\_

b) expected at project end: \_\_\_\_\_

2) Number of poor and vulnerable households (*living on less than USD 15 PPP/ day*)

a) expected by end of 2025: \_\_\_\_\_

b) expected at project end: \_\_\_\_\_

3) Average household size: \_\_\_\_\_

- **How many households are already insured or benefitting from the insurance product relevant for this ISF project?** \_\_\_\_\_

- **What is the expected duration of activities under the submitted ISF project?** \_\_\_\_\_ months (*max. 24 months!*)

- **Earliest project start:** \_\_\_\_\_ **Expected project end:** \_\_\_\_\_

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

No       Yes, the following (project name, description, weblink) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<sup>5</sup> For the calculation of the number of beneficiaries please refer to the Project Results Guideline, p.3 ff ([Link](#)).

### 3. Budget

#### ■ Composition of ISF project funding

	<u>Example</u>	<u>Your ISF project funding</u>
A - Funding by own contribution <sup>6</sup>	e.g. 250,000 EUR (55.6 %)	A - _____ EUR ( _____ %)
+	+	+
B - Requested ISF funding	e.g. 200,000 EUR (44.4 %)	B - _____ EUR ( _____ %)
=	=	=
<u>Total ISF project funding</u>	<u>450,000 EUR (100 %)</u>	_____ EUR (100 %)

#### ■ Details on A - Funding by own contribution<sup>7</sup>

	Type In-kind or financially	Source (of funding)	Provided in form of	Purpose	Volume in EUR	Share to total
Example	<i>In-kind</i>	<i>e.g. Partnership lead – company X</i>	<i>e.g. Staff time</i>	<i>e.g. Awareness raising campaigns, trainings</i>	<i>200,000 €</i>	<i>44.4 %</i>
Example	<i>financially</i>	<i>e.g. Donor XY</i>	<i>e.g. Cash</i>	<i>e.g. Risk modelling, mapping, data collection, etc.</i>	<i>50,000 €</i>	<i>11.1 %</i>
						%
						%
						%
						%
						%
						%
<b>Total amount of your own contribution (in EUR)</b>					<i>250,000 €</i>	<i>55.6 %</i>
						%

<sup>6</sup> See cost items that are eligible for grant-based funding and that can be considered as own contribution ([Link](#))

<sup>7</sup> The own contribution may include own resources (in-kind), own funds (financially) or co-financing from other donor(s). In case of co-financing from other donors please indicate if this has already been secured. Funds which have already been used as well as sunk costs cannot be accounted for as own contribution. Resources received from donors to the ISF (currently the Federal Republic of Germany only) do not qualify as a party's own contribution.

■ **Details on B – Requested ISF funding**

Please describe what you want to finance with the funds provided by ISF. Please add additional lines, if necessary.

Cost category	Description of cost items	Requested ISF funding amount (in EUR)	Examples for cost categories and items <sup>8</sup>
<i>E.g. Product development</i>	<i>E.g. Technical product design for index-based insurance covering flood risks incl. actuarial services</i>	<i>50,000 EUR</i>	<p><b>Product development</b>  <i>e.g. development of new risk models (hazard, vulnerability, exposure), technical product design incl. actuarial services, development of risk/ hazard maps</i></p> <p><b>Investments in infrastructure</b>  <i>e.g. establishment of weather stations, development of sound database and establishment of technological infrastructure (i.e. underwriting platform), mobile payment devices</i></p> <p><b>Product distribution &amp; implementation</b>  <i>e.g. development of distribution channels, trainings for local support agencies/ partners, awareness campaigns, premium financing<sup>9</sup></i></p> <p><b>Indirect costs (not related to specific outputs/ results)</b>  <i>e.g. Reporting, project management, travel costs, auditing, etc.</i></p>
<b>Requested ISF funding amount in EUR (Total)</b>			

<sup>8</sup> Please refer to the list of Eligible and Ineligible Measures ([Link](#)).

<sup>9</sup> 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. Financing for premiums can only be requested for a minor share to the total ISF project costs.



#### 4. Project Concept

Please use the following structure to describe your project in more detail.

Key aspects	Your description
<p><b>1) Context and problem analysis</b></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><b>2) Objectives</b></p> <p>a. What are the main objectives and the expected outputs/ results of the project?</p>	
<p>b. How and to what extent will the project contribute to improve the livelihood conditions of poor and vulnerable households (living on less than USD 15 ppp /day)?</p> <p>AND / OR</p> <ul style="list-style-type: none"> <li>- national / regional climate and disaster risk management plans, activities and policies?</li> </ul> <p>AND/ OR</p> <ul style="list-style-type: none"> <li>- other measures in the field of climate and disaster risk management (especially risk reduction and mitigation)?</li> </ul>	
<p><b>3) Strategy</b></p> <p>a. What insurance product(s) do you plan to develop/ enhance/ launch/ roll out?</p>	

<p><b>b.</b> What are the main characteristics of your approach and the product you plan to develop/ enhance/ launch/ roll out?</p> <p>Please provide additional details in case of existing pilots, but also information on the following:</p> <ul style="list-style-type: none"> <li>- Who will be the policyholder and who pays the premium?</li> <li>- How will end-beneficiaries benefit in case of an insurance event (directly vs. indirectly; financially vs. others)?</li> <li>- How/ through whom will you reach end-beneficiaries?</li> <li>- Which distribution channel(s) will be used?</li> </ul>	
<p><b>c.</b> What are the steps between purchasing the insurance and the end-beneficiaries benefitting from insurance (e.g. via insurance payouts).</p>	
<p><b>d.</b> Which other services (besides access to insurance) will be provided to the target group/ local partners by implementing this project?</p>	

<p>e. Please provide a chart of the flow and interaction between partners in the value chain illustrating how insurance cover will reach end-beneficiaries.  <i>Please provide the chart as an annex!</i></p>	
<p><b>4) Work plan and timeline</b></p> <p>a. What are the main project components/ set of activities that need to be carried out to deliver the planned results? Please describe also briefly how they are interlinked as well as the timeline.</p>	
<p><b>5) Team composition, responsibilities and coordination</b></p> <p>a. Which entity will be responsible for which part of the ISF project ?  <i>We welcome additional tables/ graphs.</i></p>	

<p><b>b.</b> Who will manage and coordinate the ISF project?</p>	
<p><b>6) Local partner involvement</b></p> <p><b>a.</b> To what extent will local institutions/ communities be involved in the planning and implementation?</p>	
<p><b>b.</b> Who are the government partners that will have to cooperate with the partnership/ project?</p>	
<p><b>7) Risk screening, evaluation and monitoring</b></p> <p><b>a.</b> What are the major risks to the project's success and their consequences, e.g. political, contextual, operational, budget and business risks?</p>	

<p>b. What measures are foreseen to manage above mentioned risks and mitigate their impact?</p>	
<p><b>8) Sustainability</b></p> <p>a. How will you ensure and verify that clients and / or end-beneficiaries understand the insurance product?</p>	
<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>	
<p>c. Are any premium-support measures planned or already in place? If so, please explain in what format and how these are/ will be financed.</p>	
<p>d. How would you see the product evolve in the future (beyond 5 years)? Is there potential for upscaling, e.g. by introducing the product in other regions?</p>	

**5. 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 intended results/ outputs.**

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

<b>(Re-)insurance agreement(s)</b>			
<b>Risk data identification, collection and analysis</b>			
<b>Product design</b>			
<b>Insurance distribution process</b>			
<b>Premium payment and collection process</b>			
<b>Procedure to assess claims / determine an insurance event</b>			



<p><b>Distribution process of insurance benefits / payouts</b></p>			
<p><b>Degree of digitalisation</b>  <i>(e.g. regarding underwriting, claims assessment, payment systems, pricing, etc.)</i></p>			
<p><b>Training and awareness raising</b></p>			
<p><b>Linkage to other services or programmes, e.g. national climate change policies, adaptation programmes, risk reduction measures, etc.</b></p>			

## 6. 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](mailto: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.*