

Preparation Check-List

Project Title

1

Enabling Environment

Enabling legislation

Yes No

Legislation exists to enable the project to proceed

Comment:

Regulatory framework

Yes No

Regulatory environment defined and supportive of project implementation

Comment:

Institutions to enable the project

Yes No

Roles and responsibilities clearly defined for policy, implementation and regulation and there is no overlap

Comment:

Capacity to implement the project

Yes No

Capacity exists at all stakeholder levels to ensure effective project implementation

Comment:

Consensus building

Yes No

There is consensus within government and with wider stakeholder community that the project should proceed

Comment:

Identification of desired outputs

Yes No

Project outputs clearly defined

Agreement and clear definition of how the project will be structured - public, fully private or PPP

Comment:

Prioritization established

Yes No

Project is a clear priority above other options for delivery

Project is consistent with national and regional strategies, and offtaker infrastructure exists

Comment:

Identification of project champions

Yes No

Project partners identified, including identifying their scope for helping support promotion and development

Comment:

Action Planning

Yes No

Project action plan developed - e.g. key milestones, project champion, etc

Comment:

Pre-feasibility study

Yes No

Existing studies identified and reviewed

Pre-feasibility study complete that clearly presents rationale and identifies technical and financial challenges

Comment:

Organizational/administrative

Yes No

Organisational and administrative capacity exists at all levels to sponsor the project

Risk management strategy complete

Capacities, quality and track record of project management partners have been confirmed

Comment:

Financial modelling

Yes No

Financial modelling complete, including definition of requirements for support to design, build and operate the project

Comment:

Economic

Yes No

Economic Appraisal complete, including assessing other options and the project's impact on the economy

Comment:

Social

Yes No

Level of subsidy required defined and consensus amongst governments and other project financiers that this is acceptable

Social assessment complete, including the project's externalities on employment and /or displacement/resettlement

Comment:

Technical/engineering

Yes No

Technical / engineering issues fully assessed, including optimising project design and location

Comment:

Environmental studies

Yes No

Environmental Impact Assessment complete addressing issues such as climate change, biodiversity and land degradation

Comment:

4

Project Structuring

Organizational/administrative

Yes No

Procurement plan is in place

Comment:

Public/private options assesment

Yes No

Public and Private options assessment complete, including PPP Value for Money checks

Comment:

Technical/engineering

Yes No

Technical and engineering aspects of the project structures have been assessed, incl. impact on financing options

Comment:

Project Finance

Yes No

Project financing models complete - e.g availability and terms of finance, revenue streams, and/or insurance or guarantees

Evidence there has been robust market testing for the model being proposed

Comment:

Legal Structuring

Yes No

Legal structuring complete and clearly shows project can proceed

Comment:

5

Transaction closure

Project Finance

Yes No

Project financing - have the best terms and conditions been obtained

Comment:

Technical/engineering

Yes No

All technical / engineering issues have been finalised and agreed (including links back to legal and financial issues)

Comment:

Legal structuring

Yes No

Legal structuring agreed

Comment:

Procurement

Yes No

Procurement being managed through competitive and transparent process

Comment:

Negotiation

Yes No

Negotiations closed and agreed between all project partners

Comment:

Post-signing financial agreements

Yes No

All documents signed by all parties

Comment:

6

Project Implementation

Monitoring

Yes No

Monitoring strategy exists and sufficient resources and skills have been allocated to deliver on it

Comment:

Evaluation

Yes No

Evaluation strategy in place with sufficient resources in place to deliver on it

Comment:

Renegotiation/refinancing

Yes No

Renegotiation and refinancing strategy exists to ensure project can adapt to changing circumstances

Comment: