



**Asia-Pacific
Economic Cooperation**

2015/HLPDAB/007
Agenda Item: 4


HLPDAB Updates and Priorities

Submitted by: APEC Secretariat



APEC
PHILIPPINES
2 0 1 5

**High Level Policy Dialogue on Agricultural
Biotechnology
Iloilo, Philippines
30 September – 1 October 2015**



Asia-Pacific
Economic Cooperation


Advancing
Free Trade for Asia-Pacific
Prosperity

HLPDAB Updates & Priorities

HLPDAB Plenary Meeting, 30 September 2015

Presented by
Pruthipong Poonthrigobol, HLPDAB Program Director
APEC Project information source: APEC Project Management Unit (PMU)

Copyright © 2015 APEC Secretariat



Asia-Pacific
Economic Cooperation

HLPDAB Work Plan 2014-2015

Goals:

- Establishment and maintenance of mechanisms to ensure continued information exchange on economies' experience with agricultural biotechnology
- Promote transparent, science-based and functioning regulatory systems and the development, application and trade of innovative biotechnologies for the benefit of APEC member economies
- Endeavor to develop solutions to global challenges with respect to innovative agricultural biotechnology

HLPDAB Work Plan 2014-2015



Goal 1: Information Exchange

Activities/Deliverables:

- HLPDAB Contact List (Coordinator: APEC Secretariat)
- Update and maintain the APEC Agricultural Biotechnology Website (APEC Secretariat, Member Economies)
- Annual Meeting held at either the APEC Food Ministerial or a Senior Officials Meeting (Host APEC Economy Member)
- Workshops, meetings, and papers held in conjunction with the Annual Meeting or (APEC Sponsoring Economies)

HLPDAB Work Plan 2014-2015



Goal 2: Functioning Regulatory System

Activities/Deliverables:

- Promote understanding and confidence in APEC economy regulatory systems by sharing knowledge at APEC HLPDAB meetings and workshops. (APEC Member Economies)
- Promote greater alignment of national standards with relevant international standards among APEC economies and build public confidence in those systems. (Host Economy)

HLPDAB Work Plan 2014-2015



Goal 2: Functioning Regulatory System (Cont.)

Activities/Deliverables:

- Provide opportunities for member economies to share information and experiences with respect to the positive development and application of biotechnology with other APEC fora related to food security. (Member Economies)
- Develop a platform or publicize existing platforms for use by APEC economy farmers to share innovative technology. (Coordinator: Indonesia)

HLPDAB Work Plan 2014-2015



Goal 2: Functioning Regulatory System (Cont.)

Activities/Deliverables:

- Conduct a technical short course for APEC economy regulators highlighting regional regulatory developments and technology adoption challenges and successes in a week long course in the Philippines in 2015 (United States, Philippines)

HLPDAB Work Plan 2014-2015



Goal 3: Innovative Agricultural Biotechnology

Activities/Deliverables:

- Share information on new biotechnology products being developed that can help to address the challenges of increasing food production and making food production systems more resilient and environmental challenges.
 - Workshop on Plant Biotechnology Life Cycle, Sept. 2014, session on *Research and Development* (United States)
 - Develop platform for co-development and transfer of innovative technology to benefit small scale farmers (Indonesia)

HLPDAB Work Plan 2014-2015



Goal 3: Innovative Agricultural Biotechnology (Cont.)

Activities/Deliverables:

- Promote mechanisms for collaboration and sharing of information and experiences among member economies to address common challenges including low level presence, asynchronous approvals and risk communication. (Member Economies)

Other outcome of 2014 Plenary



- Members reviewed and endorsed the HLPDAB TOR to achieve the goals stated in the Work Plan for 2014-2015
- Discussed and reviewed the *Regulation of Products Derived from Innovative Agricultural Technologies: Baseline review of APEC member economies*
- Sharing of successful experience and common issues regarding the development of agricultural biotechnology

PROJECT OVERVIEW: Why does APEC fund projects?

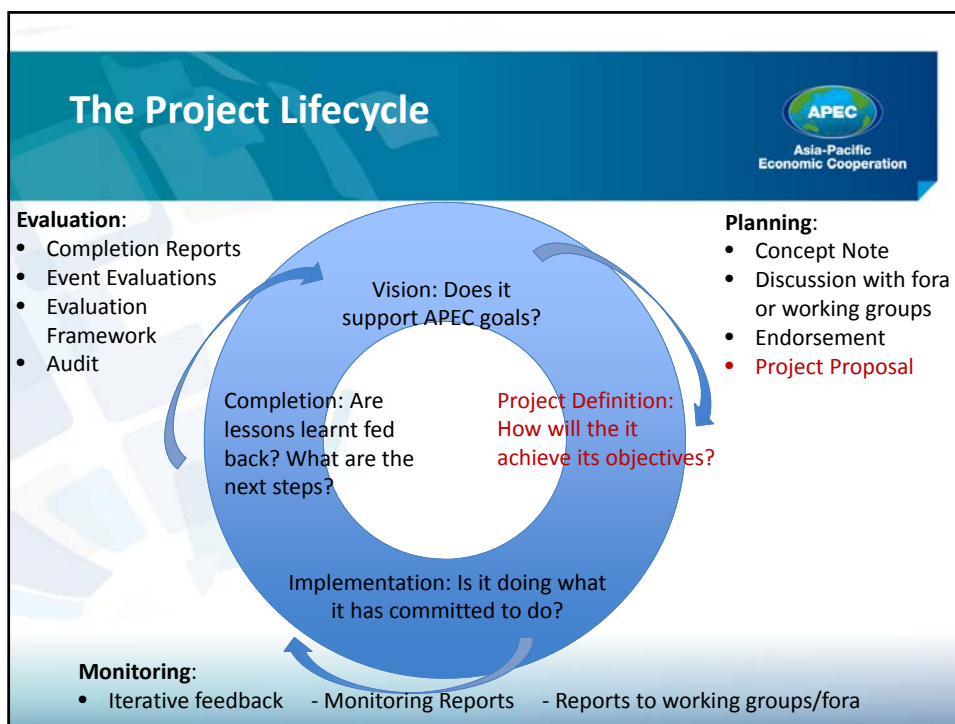


Overarching Aims:

- Advance free-trade for Asia-Pacific prosperity
- Support the development of pro-trade policies and regulations

Practical Aims:

- Progress from principles to practical application
- Enhance the capacity to identify common interests
- Build productive capacity amongst members




PROJECT OVERVIEW: Projects funded in 2015

APEC
Asia-Pacific
Economic Cooperation

Number of Projects Requesting Funding	215
Value of Projects Requesting Funding	\$25,738,493
Number of Projects Approved	79
Value of Projects Approved	\$10,076,867
% of Concept Notes Approved	39%
Average Project Value	\$127,310

APPROVAL PROCESS

Concept Notes and Proposals



Approval Stage 1: Concept Notes


- Three pages maximum
- Provides an overview of the project, especially key ideas
- Approval by APEC members
- Only approved concept notes can get funding

Approval Stage 2: Project Proposals

- Only for 'approved' concept notes
- Expansion of concept note idea: usually around 12 pages
- Provides details of the project: how it will work step by step
- Key focus: ensuring project quality

APPROVAL PROCESS

How are projects approved?



Forum discusses, then endorses and prioritises Concept Note/s

↓

Committees use the 2015 Funding Criteria
to rank and prioritise CNs overall, for each fund

↓

CNs approved for funding starting with highest priority, until available funds
are depleted

↓

CNs expanded into full proposals and assessed by PMU

↓

Proposals recommended to BMC
(projects >US\$200,000 require SOM approval)

APPROVAL PROCESS

Concept Note Ranking and Prioritization



Members assign a **priority** to concept notes on the basis of:

- Alignment with the priorities of their group
- Alignment with the priorities of your economy
- Alignment with the priorities of the host economy
- Support for regional economic integration
- Support for growth (balanced, sustainable, inclusive, innovative, secure)
- Demonstration of wide benefits/ support for multiple economies
- Strong project quality

APPROVAL PROCESS

Previous Concept Note Ranking and Prioritization



Members assign a **rank** to concept notes on the basis of funding criteria identified by the host economy:

- **First projects to be considered for funding:**
Rank 1: demonstrates direct link to promoting regional economic integration via free and open trade and investment
- **Next projects to be considered for funding:**
Rank 2: directly support the Action Plan in the APEC Leaders' Growth Strategy
- **Last projects to be considered for funding:**
Rank 3: linked to other priorities identified by Leaders and Ministers but less closely linked to regional economic integration via free and open trade and investment

APPROVAL PROCESS

Funding Criteria - 2015 Rank 1



Rank 1 topics (Projects that **demonstrate a direct link to promoting regional economic integration** via free and open trade and investment):

- Supporting the Multilateral Trading System and the Bogor Goals
- Activities outlined in the Beijing Roadmap for APEC's Contribution to the Realization of the FTAAP
- Building an open economy in the Asia-Pacific featuring innovative development, interconnected growth, and shared interests
- Trade Facilitation and Liberalization
- SME Development, including access to regional and global markets
- Services Trade and Investment Facilitation and Liberalization
- Activities outlined in Global Value Chains (GVCs) Blueprint
- Supply Chain Connectivity, including Cooperation Network on Green Supply Chain, Model E-Port Network, Cross-border E-commerce Innovation and Development, Customs 3M (Mutual Recognition of Control, Mutual Assistance of Enforcement and Mutual Sharing of Information) Strategic Framework through infrastructure development and logistics cooperation
- Structural Reform, including overcoming the MIT and implementation of ANSSR
- Connectivity, including the implementation of the APEC Connectivity Blueprint on enhancing physical, institutional and people-to-people connectivity
- Investment Facilitation and Liberalization
- Facilitation of trade and investment to support the LNG market in the APEC region, including by relaxing destination clauses

APPROVAL PROCESS

Funding Criteria - 2015 Rank 1




Rank 1 topics (CONTINUED):

- Infrastructure Development and Investment, including through PPP
- Environmental Goods and Services, including trade and investment
- Next Generation Trade and Investment Issues
- Ease of Doing Business
- Standards, conformity assessment, technical regulations, regulatory cooperation, and regulatory coherence, including good regulatory practices
- Protection and enforcement of intellectual property rights, including trade secrets
- Internet Economy, including the implementation of APEC Initiative of Cooperation to Promote Internet Economy
- Information technology and digital economy, including e-commerce and ICT infrastructure
- Ocean-related issues for economic growth, including Blue Economy, conservation and sustainable development of marine and coastal resources, particularly fisheries
- Travel facilitation for enhancing mobility
- Human capital development, including activities outlined in Strategic Plan on Capacity Building to Promote Trade and Investment Agenda, education and capacity building, as well as cross-border education cooperation
- Building sustainable and resilient communities
- **Food safety and security, including implementation of the Food Security Roadmap Towards 2020**
- Emergency preparedness and disaster management, including activities relating to the efficient movement of capital, goods, services and people

APPROVAL PROCESS

Funding Criteria - 2015 Rank 2



Rank 2 topics (Projects that **directly support the APEC Leaders' Growth Strategy**):

Balanced Growth

- Macro-economic policy coordination and information sharing
- Financial markets

Inclusive Growth

- Women and the Economy
- Activities/issues related to addressing the social dimension of globalization, including health and gender

Sustainable Growth

- Energy efficiency, energy security and energy resiliency
- Urbanization to growth, including smart city and live-friendly cooperation

Secure Growth


- Human security. Health and health systems, including the implementation of the Healthy Asia-Pacific 2020
- Counter terrorism

Innovative Growth

- Innovation policy and research cooperation, green growth
- **Agricultural biotechnologies, including promotion of sustainable agricultural development**
- Science and technology and ICT approaches in disaster preparedness and risk reduction

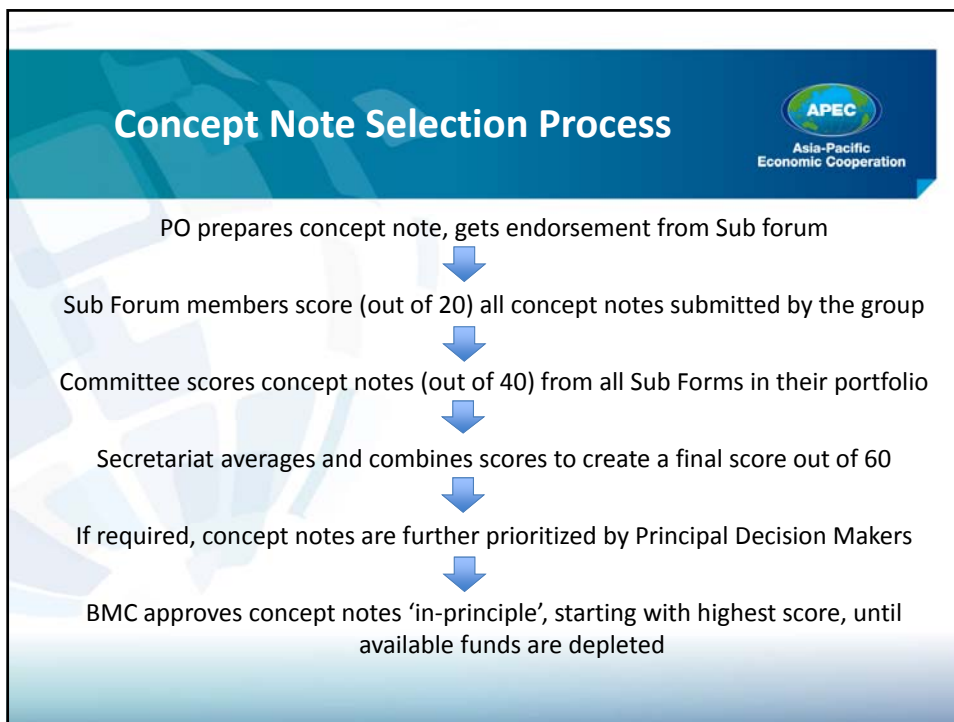
APPROVAL PROCESS

New Concept Note Ranking and Prioritization




To improve selection and quality of concept notes by:

- providing a more systematic and standardised process for assessing concept notes
- providing a systematic and standardised process for Sub Forum priorities to be included in Committee decisions
- ensuring that assessments also focus on important project quality issues in a standardised way




Sub Forum Scoring Template



Enter your scores in the yellow columns only

				Criteria 1 <i>Forum Alignment</i> <small>(How well does the project align with the forum's current Annual Workplan / Medium-term Workplan / Collective Action Plan and/or the strategic direction of the forum? Does it build on existing work, without duplicating?)</small>	Criteria 2 <i>Project Relates to My Economy's Priorities</i> <small>(How well does the project align with the APEC priorities of your economy?)</small>	Criteria 3 <i>Project Relates to Host Economy's Priorities</i> <small>(How well does the project align with priorities set by the host economy for their APEC year?)</small>	Criteria 4 <i>Quality Appears Strong</i> <small>(Is there technical merit? Are the objectives, methodology and budget reasonable and logical? Will the outcome have impact?)</small>	Total Concept Note Score: <small>This is the total score that the concept note receives for the four scoring criteria.</small>
Project	Sponsoring Economy	Co-sponsor Economies	Amount Requested (USD)	/ 5	/ 5	/ 5	/ 5	Total / 20
Concept Note 1				0	0	0	0	0
Concept Note 2				0	0	0	0	0
Concept Note 3				0	0	0	0	0

Committee Scoring Template




**Asia-Pacific
Economic Cooperation**

Enter your scores in the yellow columns only

			Criteria 1	Criteria 2	Criteria 3	Criteria 4	Criteria 5	Total	
			Originating Forum Score <i>(Score given to the concept note by the originating forum. To be filled in by Secretariat.)</i>	Supports Regional Economic Integration (Funding Criteria Rank 1) <i>(How well does the project support Rank 1 issues in the annual APEC-Wide Funding Criteria related to regional economic integration via free and open trade and investment?)</i>	Supports Growth Strategy (Funding Criteria Rank 2) <i>(How well does the project directly support Rank 2 issues in the annual APEC-Wide Funding Criteria related to the APEC Leaders' Growth Strategy?)</i>	Supports My Economy's Priorities <i>(How well does the project align with the APEC priorities of your economy?)</i>	Demonstrates Wide Benefits to, and Support from, Multiple APEC Economies <i>(Will benefits be gained by multiple members? Will it benefit the region as a whole? Are there multiple co-sponsors and broad support?)</i>	Quality Appears Strong <i>(Are objectives, methodology and budget reasonable and logical?)</i>	Total Concept Note Score: <i>This is the total score that the concept note receives for the five scoring criteria.</i>
Project Title	Proposing Economy (ies)	Co-Sponsoring Economies	/ 20	/ 10	/ 5	/ 10	/ 5	/ 10	Total / 60
Concept Note 1			0						0
Concept Note 2			0						0
Concept Note 3			0						0

Scoring Guide




**Asia-Pacific
Economic Cooperation**

For Assessment Criteria Scored out of 5		For Assessment Criteria Scored out of 10	
Score	Guidance	Score	Guidance
1	Concept note addresses the criterion to a minimal degree but is vague.	1-2	Concept note addresses the criterion to a minimal degree but is vague.
2	Concept note addresses the criterion to a basic degree, but with little or no analysis or justification.	3-4	Concept note addresses the criterion to a basic degree, but with little or no analysis or justification.
3	Concept note addresses the criterion to a satisfactory degree, with some analysis or justification, but is not particularly insightful.	5-6	Concept note addresses the criterion to a satisfactory degree, with some analysis or justification, but is not particularly insightful.
4	Concept note addresses the criterion to a convincing degree, with strong analysis and justification.	7-8	Concept note addresses the criterion to a convincing degree, with strong analysis and justification.
5	Concept note demonstrates high-level insight into the criterion, with excellent analysis and justification.	9-10	Concept note demonstrates high-level insight into the criterion, with excellent analysis and justification.

CONCEPT NOTES

Improving Your Submission




APEC
Asia-Pacific
Economic Cooperation

- Ensure the project is strategically relevant. Look at:
 - APEC Goals, Forum Work Plan
 - APEC's expertise
 - Funding Source: Osaka Action Agenda (TILF), Developing Economies (ASF)
 - **Funding Criteria** for the year of submission
- Do your Research:
 - Research previous / current projects to demonstrate relevance to APEC priorities and linkages to other work, both inside and outside of APEC
 - Explain how your project avoids duplication and leverages other work
- Be Clear:
 - Be clear and specific – this applies to all sections, even the title!
 - Use standard, non-technical language
- **Cross-cutting!!**

PROJECT RESOURCES:

Forms & resources at <http://www.apec.org/Projects/Forms-and-Resources.aspx>



APEC
Asia-Pacific
Economic Cooperation

Project Guidebook

- Guidebook on APEC Projects (11th Edition) - June 2015

Forms for Applicants

- Concept Note Template - BMC1 2015
- Project Proposal Template - BMC1 2015
- APEC Self-Funded Project Proposal Coversheet (approved, BMC2 2012)
- QAF – Quality Assessment Framework - BMC1 2015

Resources for Applicants

- Project Quality Training Materials - BMC2 2015
- Concept Note Development Materials - BMC1 2015
- Project Proposal Development Materials - BMC1 2015
- Funding Criteria for all APEC-Funded Projects in 2015
- Quality Criteria for Assessing APEC Projects - BMC1 2015
- Guide on Gender Criteria
- Applying for APEC Funds Overview - BMC1 2015
- APEC Guidelines on Conducting Capacity Building - BMC1 2015

Forms and Resources for Projects in Implementation

- Monitoring Report Template (BMC1 2015)
- Multi-year Project August Monitoring Report Template
- Completion Report Template (BMC1 2015)
- APEC Project Evaluation Survey Form (approved, BMC1 2014)
- Sample Tracer Evaluation Form
- Per Diem and Attendance Certification (*Word Format*)
- Per Diem and Attendance Certification (*Excel Format*)

Contracting Forms & Resources

- APEC Contracting Forms & Resources List
- Request For Proposal (RFP) Template - Standard Projects (for Contracts over USD20,000)
- Request For Proposal (RFP) Template - Multi-Year Projects (for Contracts over USD20,000)
- RFP Timeline
- RFP Example
- Revision/Addenda to RFP
- Proposal Compliance Checklist
- Evaluation of Proposals Template
- Procurement Process Summary and Endorsement Template
- Contract Template - Standard Project
- Contract Template - Multi-Year Project
- Approval Checklist for Contracts
- Contractor's Travel Reimbursement Claim Form
- APEC Policy Guidelines – addressing Conflict of Interest Issues (Procurement Principles)

PROJECT RESOURCES

Further assistance



Further assistance on projects can be found:

- Through the APEC Secretariat: PMU/Program Director
<http://www.apec.org/ContactUs.aspx?t=Secretariat>
PMU Program Director, Andrew R Lloyd: arl14@apec.org
HLPDAB Program Director, Pruthipong Poonthrigobol: pp15@apec.org
- In the *Guidebook on APEC Projects and Proposal Development Materials*:
<http://www.apec.org/Projects/Forms-and-Resources.aspx>
- On the *AIMP Project Database* site:
http://member.aimp.apec.org/pdb_sites/default.aspx
- Through your BMC or fora delegate



THANK YOU