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**[Name of the Project]**

[City, Lebanon]

­­­­

­­­[Day, Month, Year]

*Important Notes:*

***1. All sentences written in italic format in this template are for instructions purposes only. These sentences should be removed from the project proposal.***

*2. This project proposal template is for instructional purposes. It is designed to help potential beneficiaries, consultants, and contractors in preparing comprehensive technical reports and proposals about environmental projects implementation.*

*3. This project proposal template is a mandatory requirement towards facilitating the green loan application process through the national financing mechanism LEA.*

*4. This project proposal template is prepared by the Lebanese Center for Energy Conservation- Technical Support Unit to the Central Bank of Lebanon, and is available for public use.*

*5. The Technical Support Unit to the Central Bank of Lebanon at the Lebanese Center for Energy Conservation (LCEC) is supported by the European Union (EU).*

*6. For questions, clarifications, or suggestions, please contact the LCEC: 01-569101 or by email:* [*energy@lcecp.org.lb*](mailto:energy@lcecp.org.lb)

Technical Proposal for the Loan Request Pertaining to:

*[Name of the Project]*

*[City, Country]*

Submitted as Part of the Loan Request under the Central Bank of Lebanon (BDL) National Financing Mechanism LEA

Submitted for Review by the Technical Support Unit to the Central Bank of Lebanon at the Lebanese Center for Energy Conservation (LCEC)

Proposal Prepared by: *[Name of the Person or Company]*

Project Owner: *[Name of the Owner]*

Date: *[Day, Month, and Year]*

**Project Owner’s Statement:**

I, the undersigned, Ms./Mr. *[full name]* hereby declare that I have read and accepted this project proposal prepared by *[name of the proposal writer]* and affirm that all the recommendations mentioned in this report meet all my technical and financial terms and criteria and they are up to my satisfaction.

Signature and stamp (if applicable) of the client and date

*[Name and stamp (if applicable)]*

1. Proposal Contents

1. Proposal Contents

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7.1 7.2 7.3 *[Insert Name of Measure 1, 2, 3]*

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7.5 Example 2: Wastewater Treatment Plant

7.6 Environmental Sustainability Analysis

8. Administrative and Legal Framework

9. Catalogs and Data Sheets

10. Invoices and Quotations

2. Executive Summary

*[The executive summary should not be more than one page]*

**Project Proposal:** *[Describe briefly the facility and the environmental measures that will be undertaken within the project, as well as project owner and operator]*

**Project Objective:** *[Define briefly the overall purpose of the project and the overall positive impacts it will have on the environment]*

**Expected Project Outcome:**  *[Explain the outcomes that the Project is expected to generate and the environmental and human health benefits (if applicable) related to the Project outcomes]*

**Target Population Benefited:** *[Define the target group that will be benefitting from the project]*

**Project Owner:** *[Insert the name of project owner]*

**Project Cost:** *[Insert total project cost]*

**Loan Request:** *[Insert total loan amount requested]*

3. Contact Details of Involved Parties

3.1 Project Owner Details

|  |  |
| --- | --- |
| Name: | [insert full name] |
| Full Address: | [insert street/ number/ town or city/ country] |
| Telephone/Fax numbers: | [insert telephone/fax numbers, including country and city codes] |
| Mobile Number: | [insert mobile number, including country and city codes] |
| E-mail address: | [insert e-mail address] |

3.2 Consultant Details (Proposal Writer)

|  |  |
| --- | --- |
| Name: | [insert full name] |
| Full Address: | [insert street/ number/ town or city/ country] |
| Telephone/Fax numbers: | [insert telephone/fax numbers, including country and city codes] |
| Mobile Number: | [insert mobile number, including country and city codes] |
| E-mail address: | [insert e-mail address] |

3.3 Bank Details

|  |  |
| --- | --- |
| Name of the Bank: | [insert full name] |
| Branch: | [insert branch name] |
| Name of the Bank Representative: | [insert full name] |
| Full Address: | [insert street/ number/ town or city/ country] |
| Telephone/Fax numbers: | [insert telephone/fax numbers, including country and city codes] |
| Mobile Number: | [insert mobile number, including country and city codes] |
| E-mail address: | [insert e-mail address] |

3.4 Product Suppliers Details *[if deemed necessary]*

|  |  |
| --- | --- |
| Name: | [insert full name] |
| Full Address: | [insert street/ number/ town or city/ country] |
| Telephone/Fax numbers: | [insert telephone/fax numbers, including country and city codes] |
| Mobile Number: | [insert mobile number, including country and city codes] |
| E-mail address: | [insert e-mail address] |

*[Add tables for product suppliers as needed: 2.5- 2.6- and so on]*

4. General Description of the Current State of the Facility

*[This section should offer a short description of the facility (residential building, commercial building, industry, house, farm, hospital, etc.) in addition to its geographic location, geological formation, climate characteristics, architecture, number of floors, and other useful information]*

*[This Section contains basic information about the condition of the premises at the time of contract execution. Such information would include facility area, construction type, use, occupancy, hours of operation, water supply source, solid waste management system and any special conditions that may exist]*

*[Include photos and drawings if needed]*

5. Narrative Description of the Proposed Project

5.1 Rationale and Objective

*[This section of the proposal is dedicated to present the main objective of environmental project in the context of climate change, resources conservation (water, ecosystem, soil) and sustainable development]*

*[This section should be also used to present the rationale behind the project and its importance to the client]*

*[This section should also include the specific objectives of the project proposal]*

*[For example, it might be that industries are interested in treating their wastewater resulting from industrial processes and domestic use in order to reduce environmental degradation of the sites where wastewater is discharged and/or to reuse water and sludge in agricultural practices. This will result in reducing the risk of inadequately untreated wastewater discharge and improving the quality of effluent water discharge that water bodies receive or being used to different purposes]*

5.2 Presentation of the Proposed Project

*[This section should include the proposed environmental conservations measures (ECMs) to be implemented in the facility that will result in an improved environmental conditions]*

*[This section should also explain how these measures complement each other and do not overlap]*

*[This section is also dedicated to inform about the focus of the project, the adopted steps and the projected on-site actions]*

*[For example, to minimize the negative environmental impacts of some practices, the following measures could be implemented: recycling, wastewater treatment, stone cladding, roof tiling, rainwater harvesting, rehabilitation of degraded lands, environmental landscapes etc...]*

*[This section should include project planning and scheduling, as well as demonstrate the protection of owner’s sensitivity to quality, safety, and environmental factors]*

6. Loan Request Summary Sheet

A detailed summary of the proposed project is provided in this section in the table here below:

*[Name of the Project]*

|  |  |  |  |
| --- | --- | --- | --- |
| **Ref. No.** | **Description of the Environmental Measure** | **Total Amount (USD)** | **Amount Needed (USD)** |
| **1** |  |  |  |
| **2** |  |  |  |
| **3** |  |  |  |
| **4** |  |  |  |
| **5** |  |  |  |
|  | TOTAL AMOUNT OF THE LOAN REQUESTED FROM THE BANK (USD) |  |  |

*[List all environmental measures that constitute the different elements of the loan, including the cost of the study if needed]*

*[The total sum of the different measures should equal the total amount of the loan requested from the bank]*

*[Add additional rows for additional measures as needed]*

*[The description of the proposed solution or measure should be meaningful without being exhaustive]*

*[A list of Environmental Conservation Measures related to environment improvement is shown herewith for reference: industrial and domestic water treatment; Rain water Storage; Recycling; composting; Solid Waste Treatment (hazardous, infectious, municipal etc.); Landscape and Efficient Irrigation System; Organic Farming; Ecotourism; Rehabilitation of Contaminated Sites; Air Pollution Control; etc.]*

*[A list of potential solutions or measures related to visual impact and insulation enhancement is shown herewith for reference:* ***Reclaimed*** *Stone Cladding, Roof Tiling, Green walls, Green Roofs etc.]*

7. Detailed Feasibility Study of the Project

*[This section should include a detailed feasibility study of the different components of the project]*

*[The technical feasibility should check every condition for the realization, the installation and maintenance of the system, so the technical feasibility study considers the technical features of the proposed system]*

*[This section should be divided into a number of sub-sections as shown in the table in Section 6]*

7.1 *[Insert Name of Measure 1]*

7.2 *[Insert Name of Measure 2]*

7.3 *[Insert Name of Measure 3]*

*[Add additional sub-sections for additional measures as needed]*

*[The below case studies should be completed according to the specific environmental conservation measure. All recommended measures for the presented facility should be detailed]*

*[All tables in this section are shown as examples of required summary tables in such technical feasibility studies and include minimum required information about the energy conservation measures (ECMs). Contractors or Consultants can add their own tables from excel calculations or softwares]*

7.4 Example 1: Landscape and Efficient Irrigation System

*[This section related to the Environmental Landscape and Efficient Irrigation System should include the landscape components and plantings adapted to the local conditions. It should include the following:*

* *Description of the surrounding environment including biodiversity data collection, existing trees in the site; existing plantings accompanied with photos from the site;*
* *Location of the facility as well as its altitude, climate conditions, geological formation, quality of water (hard or soft) and soil condition.*
* *Landscape and plantings design: accompanied with drawings, maps, landscape layout etc.*
* *Landscape Elements Description:*
  + *Hard landscape: construction elements such as certified wood construction, free-standing and reclaimed stones retaining walls, pavement, steps, decks; floor elements, bordure and enclosure elements, shelter elements, water elements, outdoor space furniture and ornaments, ecological elements (habitat for birds…)*

***N.B. Salvaged materials should be considered when implementing hard landscapes.***

* + *Soft landscape elements: description of the plantings by category: trees, shrubs, grasses etc. The plantings data including type, specifications and quantities should be presented in a table;*
  + *Efficient irrigation system: description of elements and accessories constituting the irrigation system.*
* *Landscape ecology (plantings):* 
  + *Description of the each specie and its usage in the landscape (used in walls and facades, garden, street, edible plants etc.)*
  + *Description of the type of plantings species in relation with the climate, water usage. (grouping plants according to their water needs);*

***N.B. Native plants are adapted to local soils and climatic conditions, they rarely require less water, the addition of fertilizers and are more resistant to pests and diseases than exotic species.***

* *Landscape process (soil preparation, installation of the irrigation system and its components, type of organic fertilizer, type of pesticides used (if any) etc.)]*

*[The summary of landscape and efficient irrigation system proposition should contain related CO2 emissions capture of plantings, microclimate resulting from the plantation (thus the decrease in cooling and heating need and reduce losses), soil condition improvements and water saving per year compared to a Business as Usual (BAU) scenario; Cost of modifications, increase in land value]*

*[A detailed description of the modified measures in addition to the yearly CO2 and water consumption reduction in the table form below according to clearly made assumptions]*

*[The advantages from upgrading a landscape and the irrigation system towards resources and ecosystems conservation must be presented clearly especially the major opportunity for the facility to reduce its negative environmental impacts]*

7.5 Example 2: Wastewater Treatment Plant

*[This section should include the following information:*

* *Type and importance of the project*
* *Description of the surrounding environment (land use in project area, geology, hydrology, land cover, zone type such as agricultural, industrial, urban etc.; brief description of the surrounding ecosystem in the region);*
* *Location of the facility as well as its altitude, climate conditions and slope;*
* *Existing infrastructure systems and wastewater management practices;*
* *Influent water composition (BOD5, COD, Total Suspended Solids, Nitrogen, Phosphorous, PH and temperature);*
* *Number of occupants and expected future population; estimated flow of wastewater per hour and per day;*
* *Industries and large facilities are required to present the flow of industrial wastewater as well as domestic wastewater generated per day;*
* *Description of sewerage network (gravity and pressure hydraulics analysis, peak factor, pipe size, depth flow and running cost of sewerage network)*
* *Detailed description of the WWTP and its components (Preliminary/ Primary Wastewater Treatment: Secondary Wastewater Treatment Tertiary Wastewater Treatment, Sludge collection and treatment)*
* *Sizing of the WWTP (capacity, electric power, tanks size etc.). The sizing and the all technical characteristics of the plant could be presented in a table;*
* *WWTP Process, method of treatment and technology used and the disposal of the solid waste generated;*
* *Plant Design (drawings, schemes, photos etc.);*
* *Maintenance and monitoring Plan: Laboratory tests conducted, water quality measurements].*
* *Operational cost of WWTP*

*[Description of the existing facility and the proposed WWTP is to be specified and detailed: Water quality improvements, water savings (in case water will be reused for other purposes),]*

7.6 Environmental Sustainability Analysis

*[The social and environmental sustainability analysis in this section should consider the environmental benefits of the proposal (the so called negative and positive externalities)]*

*[For every Environmental measure, the points to be included are the avoided greenhouse gas emissions (CO2, SO2, and NO2); dust emissions, water consumption, other avoided impacts (noise…); etc…]*

8. Administrative and Legal Framework

*[Fill the table below for all the laws and regulation applicable for the project]*

*[Provide the list of other relevant national legal instruments, as well as legislation, regulations and policy documents, which are applicable to (or have implications for) the proposed project in the Republic of Lebanon. This section should provide a brief yet a comprehensive overview of all planning, development, environmental, building and monitoring legislation that is of particular relevant with regards to the project]*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Legislation | Date | Official Gazette | Brief Description | Analysis of Legislation in Relation to the Project Proposal |
| Decree 8735 | 23/8/1974 | Dated 9/9/1974  Issue 72 | As per the Article 3, it is forbidden to drill wells to undefined depth to dispose sewage water.  As per the Article 4, it is banned to allow infiltration of sewage water from drains or to leave them partially exposed. , or to irrigate vegetables or fruits with wastewater.  As per the Article 13, municipalities are responsible for collection/ disposal of waste; wastes may not be dumped in public places or private lands adjacent to roads and residential districts; containers/collection vehicles must be covered  As per the Article 15, the Province authorities must approve the disposal site. | *[Explain, if applicable, the relevance of the legislation to the project proposal]* |
| Decision 52/1 and its Amendments (Decision 8/1) | 29/7/1996 and 30/1/2001 | 12/9/1996  Issue 45 | Standards for water, air and soil pollution | *[Explain, if applicable, the relevance of the legislation to the project proposal]* |
| Law 444 | 26/7/2002 | 8/9/2002  Issue 44 | Basic principles and general requirements to regulate environmental protection and participation in terms of management, preservation and maintenance of environmental resources and to evaluate the effects of projects on the environment, and which defined the responsibilities and the penalties imposed on those who abuse the resources or cause environmental damage or pollution. | *[Explain, if applicable, the relevance of the legislation to the project proposal]* |
| Decision 3/1 | 12/01/2001 | dating 25/1/2001  Issue 55 | Provides environmental guidelines for establishing and operating rendering plants | *[Explain, if applicable, the relevance of the legislation to the project proposal]* |
| Decision 3/1 | 06/08/2005 |  | Environmental guidelines in relation to the construction and operational phases of wastewater treatment plants. It defines the different stages of a WWTP, different stages of the treatment process, impacts resulting from the WWTPs, and the ways of managing the generated impacts. | *[Explain, if applicable, the relevance of the legislation to the project proposal]* |
| Decree 8633 | 07/08/2012 | 16/08/2012  Issue 50 | Essential guidelines for conducting an environmental impact assessment. | *[Explain, if applicable, the relevance of the legislation to the project proposal]* |
| Decision 230/1 | 16/11/2012 | 29/11/2012  Issue 50 | Minister of Environment decision for reviewing procedures and approving on submitted EIA reports. | *[Explain, if applicable, the relevance of the legislation to the project proposal]* |

9. Catalogs and Data Sheets

*[This section should include all detailed catalogs and data sheets for the different components of the project]*

*[The catalog and data sheets should be exactly as detailed in the invoice/quotations presented as part of this proposal]*

*[The different products chosen for the project should be highlighted with a marker]*

9.1 *[Insert Name of Measure 1]*

9.2 *[Insert Name of Measure 2]*

9.3 *[Insert Name of Measure 3]*

*[Add additional sub-sections for additional measures as needed]*

10. Invoices and Quotations

*[This section should include copies of all invoices or quotations chosen by the client]*

10.1 *[Insert Name of Measure 1]*

10.2 *[Insert Name of Measure 2]*

10.3 *[Insert Name of Measure 3]*

*[Add additional sub-sections for additional measures as needed]*