

Women Energy Entrepreneurs

[millenniumkosovo.org/
womeninenergy/grants](http://millenniumkosovo.org/womeninenergy/grants)

Powered by
Millennium Foundation Kosovo
and Millennium Challenge Corporation

Implemented by
GFA Consulting Group
and HPC AG



Grants up to a maximum
of 135,000 Euro

APPLICANT DETAILS

Name of the Company

Contact Person/
Authorised representative
First Name/ Last Name

Address
House No.
Street:
Postcode:
City:

Phone:

Email:

**APPLICATION FORM – ‘SMART’ –
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COMPANY INFORMATION

TYPE OF BUSINESS

Industry Sector:

Main business of the company:

Date of company registration:

Number of company branches /
outlets:

Please list the cities where the
branches/outlets are located
(if applicable):

Company Ownership Structure

Attach company registration with shareholding structure and any changes over the past 12 months

% Women Owned

% Others Owners:

Company Registration
Number

COMPANY SIZE

indicate as appropriate

Number of employees (full-time
equivalent throughout the year -
attach receipts of employment
contribution payments for 2020 -
List of Employees):

Number of women employed (total):

Number of women from ethnic
minorities employed:

Number of women with disabilities
employed:

Annual turnover EUR:

Annual balance sheet EUR:

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Compliance with Kosovo's EHS laws

Do you have an Environmental Permit? (only applicable for businesses active in the sectors listed at the end of this form)?

Yes No

Do you have a Workplace Risk Assessment?

Yes No

If no, are you willing to obtain the Workplace Risk Assessment prior to the verification of the grant funded project (note: the grant is forfeit if this condition is not fulfilled by the time of grant project verification, resulting in the need to repay the grant to MFK)?

Yes No

Outstanding taxes and government obligations

Please submit evidence from the Tax office (extract from the TAK website) that the company has no obligation or debts to governmental institutions.

Company Management Structure
Annex A

On a separate page attached to this application form, briefly describe the structure of your organization and/or attach an organization chart with names and positions to your Application.

Company History
Annex B

On a separate page attached to this Application Form, briefly describe your company's history and development, listing key milestones since the company foundation. Highlight specific obstacles you may have faced and how these were overcome. Include your monthly sales history of at least 1 year, ideally 3 (if your company existed this long). Include your Income statement (showing sales revenues and a breakdown of costs) for at least 1 year, ideally 3 (if your company existed this long)

Current Energy consumption of the company

If you don't know your annual energy consumption, please attach a list of energy bills for the last 12 months

Annual electricity consumption: _____ kWh

Annual electricity costs: _____ EURO

Annual gas consumption: _____ kWh or m3 (indicate which)

Annual gas costs: _____ EURO

Annual energy/fuel consumption: _____ (indicate which)

Annual costs: _____ EURO (indicate which energy/fuel)

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Motivational Statement
Annex D

Please provide a motivational statement outlining what is special about your company (this can include a review of your personal development history), why it deserves the Women in Energy Grant and how it will have a positive impact on the growth of your business:

- Innovation potential (resulting from your business and the planned investment and subsequent business expansion) of the region where your business is located and/or for Kosovo
- Create jobs, especially for young people / women / single mothers / minorities
- Helping other women develop their own business
- Reduce the negative impact on the environment of Kosovo and/or the region where your business is located
- Other positive impact on social and economic aspects of Kosovo

PROJECT INFORMATION

Investment Planned
(You can select more than one)

- Production equipment / machinery
- Auxiliary equipment / machinery
- Building related energy efficiency measures
- Renewable energy (e.g. Solar PV)

Project description

List the equipment chosen from the list of eligible equipment (See 'Indicative List of Eligible Equipment' at the end of the Application Form)

List equipment, which you request but which is NOT on the list of eligible equipment. Please state type, manufacturer and model. Our engineers will check your choice for eligibility. If in doubt, call our hotline for help.

Estimated investment cost for the grant financed project in EURO

If you plan to invest in several pieces of equipment or energy efficiency measures, please list the cost for each item.

Equipment Item / Name	Cost in EURO
1.	
2.	
3.	

Please attach offers or pro-forma invoice if you have any.

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How did you hear about the Women in Energy Grant Programme?

select one option

- Advertisement in the Press Information workshop
- Internet Word of mouth
- Information in Associations
- Other (please specify)

Project location

(if different from applicant's address)

Locality of Sub-project

select one option

- Urban (city > 50,000 or within commuting zone of such city)
- Rural (small town <50,000, villages or rural areas)

Project Development Stage

- I have identified the new equipment I need but have no formal supplier offers yet
- I already have formal offers from equipment suppliers and attach these. I Also have (not mandatory!):
- Feasibility Study
 - Own energy audit
 - Other- please specify:

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Declaration

1. We/I, the undersigned Applicant, apply for a grant under the Women in Energy Programme of MFK in Kosovo, for the support of my investment project.
2. We/I hereby agree and understand explicitly that all support provided by the Implementation Consultant is free of charge to us/me and no payment is supposed to be offered by us/me and/or our/my equipment suppliers to the Implementation Consultants, nor may any payment be requested by the Implementation Consultants or equipment suppliers.
3. We/I hereby declare that no other grant support has been/is expected to be received for the above-mentioned investment project.
4. We/I hereby confirm that the investment project doesn't involve any activity or is subject to any items appearing on the Exclusion List of the Millennium Foundation (MCC) or MFK. The following EXCLUSIONS apply:
 - Retroactive financing: equipment investments/costs that were made/incurred before the Grant Agreement was signed are EXCLUDED and cannot be financed with the MFK SMART Grant
 - MCC cost principles - <https://www.mcc.gov/resources/doc/guidance-cost-principles-for-government-affiliates-2>
 - Threshold agreement restrictions on the use of program funds, outlined in the program agreement (Threshold agreement, Section 2.4. Use of the Grant):
- (a) The Government will ensure that the Grant and any assets or services funded by the Grant, in whole or in part, will be used solely in furtherance of this Agreement and the Program.
- (b) The Government also will ensure that no Grant funding will be used for any purpose that would violate United States law or policy, as specified in this Agreement or as further notified to the Government in writing by MCC, including but not limited to the following purposes:
 - (i) for assistance to, or training of, the military, police, militia, national guard or other quasi-military organization or unit;
 - (ii) for any activity that is likely to cause a substantial loss of United States jobs or a substantial displacement of United States production;
 - (iii) to undertake, fund or otherwise support any activity that is likely to cause a significant environmental, health or safety hazard, as further described in the "MCC Environmental Guidelines" posted at www.mcc.gov (the "MCC Website") or otherwise made available by MCC to the Government ("MCC Environmental Guidelines") (to the extent applicable to the Threshold Program and as may be further instructed by MCC from time to time); or
 - (iv) to pay for the performance of abortions as a method of family planning or to motivate or coerce any person to practice abortions, to pay for the performance of involuntary sterilizations as a method of family planning or to coerce or provide any financial incentive to any person to undergo sterilizations or to pay for any biomedical research which relates, in whole or in part, to methods of, or the performance of, abortions or involuntary sterilization as a means of family planning.
5. We/I hereby agree that MFK, MCC and the Implementation Consultants may publish information about the project, including naming the undersigned company, as a beneficiary under the MFK Women in Energy Programme in the context of promoting energy efficiency as a tool for boosting business performance and publicising the results/success of the project.
6. We/I understand that we/I shall use the grant for the implementation of an eligible project only. In case of misuse of grants we/I understand that we/I will be requested to refund the grant.
7. We/I confirm that We/I will obtain all necessary consents and statutory approvals (building control, town & country planning etc.) and have authority to install the technologies on the site (including permission from the owner of the facility if applicable).

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- 8. We/I understand that we/I shall insure the equipment financed by the SMART Grant and that an insurance certificate has to be presented upon request.
- 9. If requested by the Implementation Consultants and/or MFK, we/I agree to give access to any information and/or records related to the investment project and grant access to the premises where the project has been implemented.
- 10. We/I confirm that we have sufficient funds available to cover the 'own contribution' of the investment and any taxes and customs charges that may be due on the 'own contribution' of the investment (customs and taxes due on the portion financed by the MFK grant are exempt). For this I attach a confirmation letter from my bank, confirming that I have sufficient funds available and/or can take a loan to cover the amount of the own contribution.
- 11. We/I confirm that information provided in this Application Form is correct, precise and complete, and filled in to the best of my knowledge.

Full name of person signing

Position of person signing

Signature

Place, Date

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List Of Business Activities that Require an Environmental Permit:

1. Auto service
2. Car washes
3. Auto service with vehicles out of use up to 20 pieces
4. Outlets of the gas (LNG) to 5 m³
5. Petrol station with capacity up to 50 m³
6. Saw for wood material
7. Factory for wood processing, joinery, etc. up to 1000 m³/year
8. Furnace for production of bread and other flour products
9. Sewage wastewater network and their rehabilitation with the length o 5km
10. Construction and rehabilitation of water supply, in lengths up to 5km
11. Reconstruction of existing roads and construction of new road axes (length up to 5km)
12. Butcheries
13. Production of lime
14. Production of concrete and prefabricated elements, tiles etc. capacity designed to 2m² concrete/hour
15. Storage of construction and demolition waste for the Municipalities that have less than 60,000 inhabitants
16. Growth of fish in artificial ponds, surface to 300 m³
17. Swimming pools, without hotel facilities and auxiliary buildings
18. Marble processing workshops
19. Construction of collective housing buildings and services (catering, trade, commercial, business, etc.) with the surface based on 450 m² or a total building area over 1500 m²
20. The activity of compost, with total amount up to 100 m³ or 40 tons/year
21. Warehouses for fertilizer and pesticide
22. Food service facilities (kebab, confectionary, popular kitchen, restaurants, etc.)
23. Places or centers for the collection and accumulation of waste, which is stored solid waste (plastic, paper and glass) in quantities up to 30t
24. Installation for harnessing of wind power for energy production up to 100kW/h
25. Solar power systems and Photovoltaic systems of energy/ steam production, up to 100 kW/h
26. Stations for mobile telephone
27. Places of the livestock in open and closed places
28. Storage and trading points of building materials
29. Craft centers
30. Services (servicing of technical and electronic equipment)
31. Photographic studios
32. Manufacture of plastic doors and Windows

Eligibility and Evaluation Criteria – Group SMART

MFK calls on women entrepreneurs and women-business owners to submit proposals that address the following criteria:

Basic Eligibility Criteria (mandatory criteria to be fulfilled):

- At least 51% women owned
- Business registration
- At least 2 years in business
- Equipment investment cost is > €10.000

Evaluation Criteria

The applications will be assessed by a panel of judges based on the following:

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Business Vision and Economic Impact - 30% of the evaluation score: This may include aspects such as forecast of sales/turnover increase against historic sales/turnover, additional jobs created (especially for women), capacity increase and/or expansion of the product/service range offered to the market.

Innovativeness of the project - 30% of the evaluation score: This includes aspects such as the introduction of new technologies, introduction of new products or services, which are currently hardly or not at all available in Kosovo or in the region where the applicant is located, a type of business concept that improves the working conditions and well-being of women, minorities and children.

More efficient use of energy - 40% of the evaluation score: Please note, this will be calculated by the MFK consultants, based on the type of equipment requested and takes into consideration the more efficient use of energy with regards to the capacity increase resulting from the equipment investment. The calculation is made at per unit of output

INDICATIVE LIST OF ELIGIBLE EQUIPMENT – SMART

Note: you will discuss your equipment choice with our engineer during the visit (virtual or in person).

Type	EE measures
Production related equipment	<ul style="list-style-type: none"> • Production and Auxiliary equipment • Tractors, forklifts, seeders, loaders, etc.
Equipment and Measures (any equipment that consumes energy, that will improve work processes and will upgrade the business and that generates energy savings, which will reduce the energy supplied by the grid)	<ul style="list-style-type: none"> • Larger agricultural machinery • Mini CHPs • Chillers, • Sophisticated process heat recovery, dust extraction • Solar PV efficiency 14% or higher • Smaller scale production equipment including injection moulding, packaging equipment • Food production machines • Sorting and grading equipment • Knitting and embroidery machines • Laser cutting machines (e.g. textiles) • Machinery and equipment for hair and skin treatment • For women in energy services: • Thermal Imaging Equipment • Multifunctional Environment Measuring Devices (including Humidity, CO2, lamination, etc.) • Laser distance meters • Laser thermometer • Glass and glaring analysis equipment • Sewing machines • Weaving equipment • Ovens, stoves, fryers at least A+ • Refrigerators for production and retail at least A+ • Chilling cabinets COP 1.613 or higher • Chilling counters with COP 1,390 or higher • Hot water cylinders, at least C • Washing machines and dryers at least A+ • High Pressure Sodium Lamps lm/W 61.731 or higher • Electric Motors IE Class 2-4 • Water pumps with minimum efficiency index 0.1 or higher • Drip irrigation system • Etc.

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Additional provisions, eligibility Rules	First Installations are eligible (i.e. the aim may be the expansion of the product range, or vertical expansion of the production processes, in which case machinery or a new production process would be added rather than replaced. This is eligible and the energy saving would be calculated on the basis of an assumed baseline.
Building / premises related EE improvements Equipment and Measures	<ul style="list-style-type: none"> • Insulation with W/(m-K) 0.045 or lower • Windows/doors with W/m²K 1.779 or lower • Heat Pumps Minimum COP 3.2 or higher • Air Conditioners at least A+ • Heating Boilers with 81-85% efficiency or higher • Solar Water Heaters with 75% efficiency or higher • Heat Recovery systems • Etc.
Additional provisions, eligibility Rules	<ul style="list-style-type: none"> • For any investments relating to non-removable equipment (insulation, windows, doors, etc.), applicants should either own the building or be able to produce a rental contract with at least 5-year duration.

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