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Department of Environment and Natural Resources
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11 JAN 2021

MEMORANDUM

FOR : The Directors
Biodiversity Management Bureau
Ecosystems Research and Development Bureau
Environmental Management Bureau
Forest Management Bureau
Mines and Geosciences Bureau

FROM : The OIC Director, Policy and Planning Service

SUBJECT : **INVITATION TO SUBMIT PROJECT PROPOSALS FOR THE ECONOMIC COOPERATION PROGRAM OF ASEAN-KOREA FREE TRADE AGREEMENT (AKFTA)**

We are respectfully referring the letter dated 14 December 2020 from Assistant Secretary Allan B. Gepty, Department of Trade and Industry – Bureau of International Trade Relations (DTI-BITR). In the said letter, the Department is invited to submit project proposals for the ASEAN-Korea Free Trade Agreement (AKFTA) economic cooperation program.

Please note that the deadline for submission of proposals to DTI-BITR is on 15 January 2021. For questions or clarifications, you may contact Ms. Hananiela Domingo of DTI-BITR at HananielaDomingo@dti.gov.ph, copy furnished psddivision@gmail.com.

The pertinent documents for this matter may be accessed through this link: <http://bit.ly/AKFTACallForProjectProposals>.

For information and appropriate action, please.


MELINDA C. CAPISTRANO

14 December 2020

Please refer to the attached Distribution List

Subject: Invitation to Submit Project Proposals for the Economic Cooperation Program of the ASEAN-Korea FTA (AKFTA)

Dear Sirs/Mesdames:

We write with respect to the call for project proposals for economic cooperation under the ASEAN-Korea Free Trade Agreement (AKFTA).

In FTAs, regional economic integration is commonly pursued through liberalization initiatives in the areas of goods, services and investments. In order to maximize the benefits from the liberalization efforts under ASEAN FTAs, there are provisions that encourage Parties to engage in economic cooperation projects.

Economic cooperation projects are implemented for the following reasons: (1) to narrow the development gaps among ASEAN Member States given the different levels of economic development, and (2) to expand and promote trade and investment, especially in providing opportunities and linkages to stakeholders (e.g. MSMEs). Economic cooperation projects are usually capacity building activities that are implemented through the development of resource materials, conduct of studies, and conduct of technical workshops, forums, study visits, and other similar activities.

Each FTA has a corresponding fund that supports the economic cooperation projects, as well as respective priority areas of cooperation that dictate the theme/s of the project proposals. For AKFTA, the priority areas are as follows: 1) *customs procedures*, 2) *trade & investment*, 3) *SMEs*, 4) *human resources management & development*, 5) *tourism*, 6) *science & technology*, 7) *financial services*, 8) *ICT*, 9) *agriculture, fisheries, livestock, plantation commodities & forestry*, 10) *intellectual property*, 11) *environmental industry*, 12) *broadcasting*, 13) *construction technology*, 14) *standard & conformity assessment & SPS measures*, 15) *mining*, 16) *energy*, 17) *natural resource*, 18) *shipbuilding & maritime transport*, and 19) *film*.

In this regard, the Bureau is inviting your agency to submit project proposals for the AKFTA economic cooperation program. Attached herewith are the relevant project management guidelines that outlines the different stages of the project from submission of proposals, approval for funding, monitoring, and end or project evaluation, for your reference. All projects must strictly follow the guidelines and the templates.

Should your office decide to submit a project proposal, it is recommended that activities be conducted virtually for 2021 given the possibility that physical meetings still cannot be convened due to the COVID-19 pandemic. Accordingly, depending on the project, it should be outlined in the proposal whether the project activities will be convened fully virtual or partial (combination of virtual and physical).

Please find below the timeline for submission and approval of project proposals. **The project proposals must be submitted to the Bureau for transmittal to the ASEAN Secretariat.**

- Deadline of submission for project proposals: **15 January 2021**
- BITR review of the proposal: **16 January-14 February**
- Submission of the project proposal to the AKFTA Working Group on Economic Cooperation (WGEC) for consideration: **15 February 2021¹**
- Submission to the AKFTA Implementing Committee (IC) for approval and implementation of the projects: **end of Q1 2021 onwards**

Should you have further queries or clarifications, please do not hesitate to contact our office through Ms. Hanah Domingo at HananielaDomingo@dti.gov.ph.

Should you require, the Bureau can meet with your office to discuss these programs further.

Thank you very much for the usual cooperation. We look forward to receiving your submissions.

Sincerely,




Assistant Secretary

Copy: Undersecretary Ceferino S. Rodolfo, IDTPG

¹ All proposals that meet the AKFTA requirements and guidelines will be submitted for consideration of AKFTA Parties. As necessary, proponents may be invited to a meeting of the WGEC for the deliberation of the projects.

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Call for Projects
ASEAN-Korea Economic Cooperation Fund

Introduction

The Framework Agreement on Comprehensive Economic Cooperation among the Governments of the Member Countries of the Association of Southeast Asian Nations (ASEAN) and the Republic of Korea (ROK) (hereinafter referred to as "AKFTA Agreement") was signed in Kuala Lumpur on 13 December 2005. As provided for in Chapter 3 of the AKFTA Agreement and the Annex on Economic Cooperation of the Agreement, ASEAN Member States (AMS) and the Republic of Korea agreed to explore and undertake economic cooperation projects (hereafter referred to as "AKFTA Projects") in areas of mutual interests. The ASEAN-Korea Economic Cooperation Fund (hereinafter referred to as "AKEC Fund") was established in 2008 to support the implementation of economic cooperation activities of AKFTA projects.

In light of the above, interested parties are invited to submit project proposals. Detailed terms and conditions, as well as timelines for submissions are as follows:

I. Eligibility

Eligibility of Proponents and Implementing Agencies (IA)

Proponent is Project formulator/designer. Implementing Agency (IA) is the party that receives funding through the ASEAN Secretariat (ASEC) and utilises it to implement AKFTA Projects. The IA may be the Proponent, or other agency or entity. To be eligible to obtain the funding from AKEC Fund, Proponents and IA should be from Ministries, Government-affiliated Organizations, Business Associations, Non-profit Organizations and Universities in ASEAN and ROK, ASEAN sectoral bodies and the ASEC.

Individuals or Profit-making Organisations are not eligible to be Proponents. Individuals are not eligible to be IA.

Eligibility of Project

A project eligible for application should meet the following qualifications:

- (i) The scope of the proposed project must fall under at least one of the 19 areas¹ listed in Chapter 3 of the AKFTA Agreement and the Annex on Economic Cooperation,

¹ 19 areas are as follows: (1)customs procedures, (2)trade and investment promotion, (3)small and medium enterprises, (4)human resources management and development, (5)tourism, (6)science and technology, (7)financial services, (8)information and community technology, (9)agriculture, fisheries, livestock, plantation commodities and forestry, (10) intellectual property, (11)environmental industry, (12) broadcasting, (13) construction technology, (14)standard and conformity assessment and

- (ii) The Project must be regional in nature and of benefit to AMS and the ROK, and must not be bilateral in nature.
- (iii) The project should involve, at the minimum, the participation of any two (2) AMS and the ROK, and must be implemented with the participation of as many Parties as possible.
- (iv) The project should not duplicate other AKEC projects that are ongoing or have been implemented.
- (v) Overall cost for a project should not exceed US\$100,000 for a single-year project and US\$ 300,000 for a multi-year project. These are indicative limits and individual projects will be assessed on the basis of need, priorities and the yearly funding availability for AKFTA Projects.
- (vi) Multi-year projects must not exceed three (3) years. For multi-year projects, the approval for funding will be only for the first year. The approval for funding in subsequent years will be made based on the satisfactory outcomes of the implemented activities. The Proponent is required to update the AKFTA Working Group on Economic Cooperation (AKFTA-WGEC) on the project implementation plan and the budget which should be within the approved amount.
- (vii) Project Proponents who would like to repeat a project or extend a project into the next phase must submit a new project proposal and supported by satisfactory outcomes of the previously-conducted project(s).

II. Project Proposal Development and Submission

Project proposals will be developed and submitted to ASEC using the templates provided in **APPENDIX 1**. Project proponent can refer to guidance in the Handbook on Proposal Development for ASEAN Cooperation Projects (Chapter 3, and Annex 1 & 2 in filling up the templates (<https://asean.org/storage/2012/05/Handbook-on-Proposal-Development-for-ASEAN-Cooperation-Projects-1st-Reprint-NEW.pdf>)).

In addition, the proposal should be in line with the guidance below:

- (i) Each budget item in the budget proposal (Annex 1 of the Project Template) should follow the AKEC Pro-forma Cost in **APPENDIX 2**. Budget items that are not stated in the Pro-forma Cost should be consulted with the AKFTA WGEC through ASEC.
- (ii) If the proponent intends to employ an Implementing Agency (IA), they are requested to include the TOR of IA in the proposal, including detailed information on the IA and the allocation of budget. The proponents should

sanitary and phytosanitary measures, (15) mining, (16) energy, (17) natural resources, (18) shipbuilding and maritime transport. (19) film

provide their selection criteria and the justification of selection in the proposal.

- (iii) Proposals of multi-year programme /projects should include a paragraph on the submission of an Annual Financial Interim Report, Annual Interim Report and Project Completion Report. The annual reports shall be submitted within 30 calendar days after the end of ASEC's fiscal year while a Project Completion Report (PCR) should be submitted within 60 calendar days after the project is implemented.

Project proponents whose proposal are shortlisted will be contacted for further steps. The final selection outcomes will be made no later than April 2021.

**[FOR CAEC] Invitation to Submit Project Proposals for the Economic Cooperation Program of the ASEAN-Korea FTA (AKFTA)**

1 message

Hananiela M. Domingo <HananielaDomingo@dti.gov.ph>

Mon, Dec 14, 2020 at 3:43 PM

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Sent on behalf of Assistant Secretary Allan B. Gepty, IDTPG

Dear Sirs/Mesdames:

We write with respect to the call for project proposals for economic cooperation under the ASEAN-Korea Free Trade Agreement (AKFTA).

In FTAs, regional economic integration is commonly pursued through liberalization initiatives in the areas of goods, services and investments. In order to maximize the benefits from the liberalization efforts under ASEAN FTAs, there are provisions that encourage Parties to engage in economic cooperation projects.

Economic cooperation projects are implemented for the following reasons: (1) to narrow the development gaps among ASEAN Member States given the different levels of economic development, and (2) to expand and promote trade and investment, especially in providing opportunities and linkages to stakeholders (e.g. MSMEs). Economic cooperation projects are usually capacity building activities that are implemented through the development of resource materials, conduct of studies, and conduct of technical workshops, forums, study visits, and other similar activities.

Each FTA has a corresponding fund that supports the economic cooperation projects, as well as respective priority areas of cooperation that dictate the theme/s of the project proposals. For AKFTA, the priority areas are as follows: 1) *customs procedures*, 2) *trade & investment*, 3) *SMEs*, 4) *human resources management & development*, 5) *tourism*, 6) *science & technology*, 7) *financial services*, 8) *ICT*, 9) *agriculture, fisheries, livestock, plantation commodities & forestry*, 10) *intellectual property*, 11) *environmental industry*, 12) *broadcasting*, 13) *construction technology*, 14) *standard & conformity assessment & SPS measures*, 15) *mining*, 16) *energy*, 17) *natural resource*, 18) *shipbuilding & maritime transport*, and 19) *film*.

In this regard, the Bureau is inviting your agency to submit project proposals for the AKFTA economic cooperation program. Attached herewith are the relevant project management guidelines that outlines the different stages of the project from submission of proposals, approval for funding, monitoring, and end or project evaluation, for your reference. All projects must strictly follow the guidelines and the templates.

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Please find below the timeline for submission and approval of project proposals. **The project proposals must be submitted to the Bureau for transmittal to the ASEAN Secretariat.**

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- BTR review of the proposal: **16 January-14 February**
- Submission of the project proposal to the AKFTA Working Group on Economic Cooperation (WGEC) for consideration: **15 February 2021^[1]**
- Submission to the AKFTA Implementing Committee (IC) for approval and implementation of the projects: **end of Q1 2021 onwards**

Should you have further queries or clarifications, please do not hesitate to contact our office through Ms. Hanah Domingo at HananielaDomingo@dti.gov.ph.

Should you require, the Bureau can meet with your office to discuss these programs further.

Thank you very much for the usual cooperation. We look forward to receiving your submissions.

[1] All proposals that meet the AKFTA requirements and guidelines will be submitted for consideration of AKFTA Parties. As necessary, proponents may be invited to a meeting of the WGEC for the deliberation of the projects.




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3 attachments

-  **Call for project proposals_ 2021 AKEC Fund.docx**
22K
-  **Project template_AKEC Fund.zip**
164K
-  **201204 Invitation to submit project proposals under ASEAN-Korea FTA.pdf**
112K