



Call for Proposals for the 10YFP Sustainable Buildings and Construction Programme

Announcement & General Information

Phase 1: Proposal Concept Notes

Issue Date: 3 December 2015 Closing Date: 4 February 2016

Associated Documents:

- 10YFP Trust Fund Guidance on Calls for Proposals
- 10YFP Trust Fund Application Form
- 10YFP Trust Fund Information Form
- 10YFP Trust Fund Budget form

These documents along with key links to the relevant documents are located at:

<http://www.unep.org/10yfp/ActorsStructure/TrustFund/tabid/106253/Default.aspx>

10YFP Sustainable Buildings and Construction (SBC) Programme Call for Proposals

1. Introduction

The Secretariat of the 10 Year Framework of Programmes on Sustainable Consumption and Production Patterns (10YFP) invites governments, government agencies and not-for-profit organizations, from developing countries and countries with economies in transition to present proposals to the 10YFP Trust Fund for the 10YFP Sustainable Buildings and Construction Programme.

The purpose of the Call for Proposals is to support eligible sustainable buildings and construction proposals that meet the needs of countries &/or regions, as well as the requirements of the 10YFP (see 10YFP Guidance on Calls for Proposals) while facilitating the implementation of the Programme of Work of the 10YFP Sustainable Buildings and Construction Programme (SBC), as presented in Annex 1.

The Call for Proposals is intended to bring buildings and construction stakeholders together to collaborate on project development and implementation and to deliver tangible and transformative results in countries and regions. To this end, collective impact will be achieved through joint activities of project stakeholders, which is fundamental for achieving the objectives of the 10YFP and accelerating the global shift to sustainable consumption and production.

This Announcement & General Information will assist prospective applicants in the preparation and completion of proposals. Apart from this document, the 10YFP Secretariat has provided the following documents for use by project applicants:

- The 10YFP Trust Fund Guidance on Calls for Proposals from the 10YFP Secretariat
- The 10YFP Trust Fund Application Form
- The 10YFP Information Form
- The 10YFP Trust Fund Budget Form.

It is the responsibility of the applicant to prepare proposals that fully respond to the requirements of these guidance documents.

2. How to Apply

Eligible organizations: Applicants may be any regional, national, local governmental institution, agency or subsidiary body; not-for-profits; associations; civil society; community based organisations; universities, scientific or technical organisation, with headquarters in developing countries¹ and countries in transition² and aiming at supporting specific programmes and initiatives responding to the national and regional priorities of developing countries and countries with economies in transition. The Call is also open to non-partners of the 10YFP Sustainable Buildings and Construction Programme, provided that they commit to becoming partners prior to signing the grant agreement.

Private sector organizations are not eligible to be project “applicants” and to receive funds from the 10YFP Trust Fund. They may, however, participate in or contribute to project activities (see Section 2.2 of the 10YFP Guidance for Proposals).

¹ For developing countries please refer to the following list:

<http://www.oecd.org/dac/stats/documentupload/DAC%20List%20of%20ODA%20Recipients%202014%20final.pdf>

For economies in transition economies please refer to the following document:

http://www.un.org/en/development/desa/policy/wesp/wesp_archive/2015wesp_full_en.pdf

² according to the classification from the International Monetary Fund (IMF).

It is recommended that all partners of the project consortium that is submitting an application, should provide to the lead applicant, signed letters of commitment on organization stationery in support of the project proposal.

Proposal endorsement & submission: Government institutions or agencies shall submit their applications to the 10YFP Secretariat after consulting with the 10YFP National Focal Point (NFP) of their country, if such NFP has been appointed. The applicant must provide evidence of this prior consultation with the NFP together with the application. This requirement is only applicable to countries with appointed NFPs.

Applications from not-for-profits, associations, civil society, community based organisations, universities, scientific or technical organisations, shall be submitted directly to the 10YFP Secretariat, with a mandatory copy sent to the 10YFP NFP of the relevant country, if such NFP has been appointed.

A list of the 10YFP National Focal Points are available [here](#).

Application Form: Applicants are advised to carefully consult all relevant documents prior to submitting proposals. The application form and associated document templates may be accessed from the 10YFP website [here](#) and from the [Global SCP Clearinghouse](#). This form is the official document for submitting project proposals. Applicants should complete all fields of the online template in accordance with the instructions included in the guidance documents. In the event that any difficulties are encountered with the online template, a Word version of the application form may be requested from the 10YFP Secretariat via email: 10yfp@unep.org and submitted to the same email address, along with all relevant annexes (e.g. budget, information form, supporting documents).

Project budget & timeframe: The duration of the project should range between a minimum of 12 months and a maximum of 24 months. The total project budget should range between a minimum of 100,000 USD and a maximum of 200,000 USD. Applicants will be requested to provide for preliminary results to be reported in time for the mid-term evaluation of the 10YFP, which is scheduled to take place in mid 2017.

Submission deadline: The Call for Proposals is open to eligible organizations from 4 December 2015. The deadline for submitting proposals is 4 February 2016 at 23:59 h Central European Time (CET). All applications must be submitted online to the 10YFP Secretariat on or before the stipulated deadline date using the prescribed downloadable forms. The web address for submitting applications may be accessed from the 10YFP website [here](#) and from the [Global SCP Clearinghouse](#). Proposals received after this deadline or that are incomplete will not be accepted.

3. 10YFP Sustainable Buildings and Construction Programme (10YFP SBC)

3.1. Background

The SBC programme was launched on April 20, 2015 in Nairobi at the Side event of the 25th session of the Governing Council of the UN Habitat, Nairobi, Kenya. The SBC programme was developed as a result of an extensive and open consultation process engaging a number of sector experts.

The 10YFP SBC is led by Ministry of the Environment, Finland and co-led by RMIT University from Australia, UNEP and World Green Building Council. It is supported by a 19 member Multi-stakeholder Advisory Committee (MAC) as follows:

- Governments: Argentina, France, Malaysia, Singapore, South Africa
- Business organisations: Skanska, World Business Council for Sustainable Development
- Academia: Politecnico di Torino (Italy), Tsinghua University/CMPD
- Civil society: Bioregional, Development Alternatives, ENERGIES2050/EAMAU, Royal Institution of Chartered Surveyors, Southeast Energy Efficiency Alliance, TERI, UNEP-SBCI, WWF for Nature
- Intergovernmental Organizations: UN-Habitat, UNOPS.

The kick off event, workshop and first face to face MAC meeting of the SBC programme was held 10-11 September 2015 in Helsinki. The meeting was supported and organized by the Finnish Ministry for Foreign

Affairs and Ministry of the Environment. It focused on agreeing on the work plan priorities and responsibilities for the first phase 2015-2016 and to identify ideas for implementation projects.

3.2. 10YFP SBC Programme Vision and Objectives

The overall aim of the SBC programme is to achieve a situation, by 2030, where:

“All stakeholders involved in the planning, commissioning, design, construction, use, management and deconstruction of buildings have a common understanding of sustainable buildings and the knowledge, resources and incentives required to create, maintain and use them; structures that are healthy to live and work in, that responsibly utilise energy, water, land and other key resources, respecting environmental limits, and ultimately have a minimally adverse impact on the natural world, supporting social and economic development.” To achieve these objectives, the Programme of Work was developed to promote and enable a transformation to sustainability in the built environment through evidence-based decision making, efficiency, innovation, capacity building throughout the supply chain, collaboration among stakeholders, monitoring and the adoption of a life cycle approach for continuous improvement.

The 10YFP SBC Programme has identified the following 5 objectives:

Objective 1 - Foster enabling frameworks to implement SBC policies

Support an enabling environment for SBC by strengthening the SCP knowledge base and methodologies, engaging the relevant stakeholders and enabling the definition and implementation of supportive policies and regulations.

Objective 2 - Promote Sustainable Housing, including affordable and social housing

Mainstream SBC in the housing sector by piloting practical approaches and tools to learn and estimate cost and benefits of different approaches and by promoting and integrating supportive policies at a competitive cost, in coordination with relevant 10YFP programmes.

Objective 3 - Enhance Sustainability in the Building Supply Chain

Increase the sustainability, with an initial focus on resource efficiency, of the building and construction sector at national, regional and global level by increasing the availability of tools and knowledge, promoting supportive policies and engaging the relevant stakeholders.

Objective 4 - Reduce climate impact and strengthen climate resilience of the building and construction sector

Provide for the mitigation and adaptation of climate impacts in the building and construction sector as well as its climate resilience through strengthening the knowledge base for better informed decision making and promoting related planning and piloting activities.

Objective 5 - Promoting knowledge sharing, outreach and awareness raising

The objective of this cross cutting work theme is on the one hand to increase the awareness about the SBC programme and its focus areas and results and to provide a knowledge sharing platform to exchange lessons and experiences among relevant stakeholders and also the general public. This will be activated e.g. through sustainable built environment and green building conferences and workshops and seminars organised by educational institutes as well as life-long learning programmes.

In line with the above-stated vision and objectives, project proposals responding to this Call for Proposals should be developed to address the Work Programme Areas (Annex 1) creatively and effectively and with measureable impact and scope for replication or scale-up. Project proposals may cover one or more of the 10YFP SBC Programme areas but **with clearly articulated goals and objectives, linked to measureable results and outcomes.**

The 10YFP emphasizes the need for ‘collective impact³’ which implies that stakeholders are working in stable and effective partnerships to jointly achieve the project’s goals and objectives. Priority will be given to project proposals that meet country needs, demonstrate the values of the 10YFP, and have a clearly enunciated critical path to achieving the project’s goals and objectives.

The SBC Programme looks for projects that are aligned with Sustainable Development Goals⁴ to end poverty, protect the planet, and ensure prosperity for all as part of a new sustainable development agenda. The defined performance indicators should be verifiable and SMART (specific, measurable, achievable, realistic, time-bound). The use of multi-stakeholder approach and including active involvement of local stakeholders in the implementation of the proposed activities is recommended. The proposal should contain evaluation process to monitor the progress and assess the results.

10YFP Programmes serve as “umbrellas” that bring together existing and/or develop new initiatives and partnerships to fill capacity & knowledge “gaps” on SCP. They build synergies and cooperation between stakeholders, and allow scaling up and replication of policies, voluntary measures, management practices, and partnerships promoting the shift to SCP patterns, engaging governments, business, civil society, consumers and other major groups. Programmes are expected to deliver capacity building and technical support at all levels: regional, sub-regional, national and local.

4. Evaluation of Proposals

Project proposals will be evaluated in accordance with two sets of criteria

- 10YFP Framework Criteria
- 10YFP SBC Technical Criteria.

4.1. 10YFP Framework Criteria

The Rio+20 Outcome Document provided the global mandate for the 10YFP framework in the form of 11 criteria, which all 10YFP programmes must comply with during programme implementation. The criteria for project selection with their maximum scores is shown below.

³ Kania & Kramer’s research shows that successful collective impact initiatives typically meet five conditions. These are: 1) Common agenda 2) Shared measurement systems 3) Mutually reinforcing activities 4) Continuous communication and 5) Backbone support organizations.

⁴ <http://www.un.org/sustainabledevelopment/sustainable-development-goals/>

Assessment criteria		Max Score
a	Contribute to meeting the goals and principles of the 10-year framework of programmes, as well as to the three pillars of sustainable development (compulsory)	17
b	Respond to national and regional needs, priorities and circumstances	22
c	Be based on life cycle approaches, including resource efficiency and sustainable use of resources, and related methodologies, including science-based and traditional knowledge-based approaches, cradle to cradle and the 3R concept, as appropriate	7
d	Be based on a solid scientific and policy knowledge base	5
e	Be transparent	4
f	Be consistent with international obligations, including, where applicable, the rules of the World Trade Organization (WTO)	2
g	Encourage the involvement of all relevant stakeholders	10
h	Consider the use of a mix of efficient instruments such as education, training and data collection, as well as research activities in each programme, as appropriate	7
i	Have established clear objectives and measures of success	14
j	Promote synergies with work in similar areas, in order, inter alia, to promote co-benefits and opportunities to leverage resources towards mutual objectives and minimize duplication of ongoing efforts, including other international forums	10
k	Be described in a simple common format as shown in the templates, covering the programme criteria mentioned above and identifying project partners (compulsory)	2
		100

The 10YFP SBC is charged with ensuring that its global projects also comply with the above 10YFP Framework Criteria. Applicants must also take these criteria into consideration when designing, planning and implementing projects to be funded under this Call. Proposals will be evaluated based on the extent to which they contribute to or assist the 10YFP SBC in accomplishing the above Framework Criteria.

4.2. 10YFP SBC Technical Criteria

Apart from the 10YFP Framework Criteria, project proposals will also be evaluated on their technical merit. The 10YFP SBC will select projects that are innovative, that is, they develop and/or apply new or unique methods or solutions to accomplish the project's goals and objectives, and that best facilitate the implementation of the Programme of Work.

The technical criteria on which proposals will be assessed comprise the following:

Assessment Criteria	Max Score
1 Relevance of the project	25
Meeting the SBC Programme and Call for Proposal Objectives	15
Relevant to SDGs, maximising the expected impacts	10
2 Planning of proposed activities	15
Capacity building of local stakeholders	10
Geographical spread (covering different areas, countries, continents)	5
3 Management capacity	20
References from earlier projects from last 3 years	5
Technical expertise of the team to carry on the work	15
4 Sustainability of the project	20
Replicability and scaling up potential	10
Consideration of the supply chain including SMEs (business ecosystem)	10
5 Budget and cost-efficiency	20
Is the budget realistic and cost-efficient for the proposed work?	10
Solid sources of finance	10
	100

Proposal timetable:

• Opening of the Call for Proposals	3 December 2015
• Deadline for submission of proposals	4 February 2016
• Evaluation of proposals	5 February – 5 April 2016
• Notification and invitation of successful candidates to submit full project documents	6 April 2016
• Deadline for receipt of full project documents	Early June 2016
• Signature of grant agreements	July 2016

Please send any questions on the Call for Proposals to the 10YFP Secretariat at: 10YFP@unep.org.

Annex 1: Key Work Areas and Related Activities of the 10YFP Sustainable Buildings and Construction (SBC) Programme

Work/focus areas	Activities
<p>Work Stream 1: Establish and promote enabling frameworks to implement SBC policies</p>	1. Foster and share research, tools, financial and other approaches related to SBC
	1.1 Identify tools, financial mechanisms, apply LCA and promote monitoring throughout the whole lifecycle of buildings (including construction, usage, maintenance, repair, demolition/reuse) and infrastructure to track and assess progress towards sustainability (e.g. design criteria, product certification, and verification and reporting methodologies).
	1.2 Forecast demand for the building and construction sector
	1.3 Benchmark performance metrics
	1.4 Evaluate appropriate technologies and approaches to promote sustainability in the built environment
	2. Maintain and engage in global dialogue to develop and promote common language and tools related to SBC
	3. Foster enabling frameworks for SBC
	3.1 Identify, promote and foster operationalization of enabling frameworks to implement policies and regulations on SBC
	3.2 Promote regulations that ensure operating performance data is accessible to relevant stakeholders
	3.3 Increase synergies amongst and engagement of relevant stakeholders to foster enabling SCP frameworks and within the context of the other SCP programmes
<p>Work Stream 2: Support and Promote Sustainable Housing</p>	1. Piloting sustainable housing approaches in the affordable and social housing markets
	1.1 Identify and share toolkits for sustainable housing projects
	1.2 Establish practical demonstration projects of SBC in retrofit and new residential buildings in target regions with demonstration projects becoming regional 'Living Labs' through the incorporation of monitoring, training and dissemination and ensuring applicability to all socio-economic levels.
	2. Promote SBC policies for the low income housing sector
	2.1 Work to promote the upscale and broader adoption of SBC policies throughout the low-income housing sector.
	2.2 Foster integration of policies for the delivery of sustainable housing into decision making at all levels considering combination of bottom up with top down strategies
	3. Support synergies with relevant programmes
	3.1 Cooperation with relevant 10YFP programmes such as the Sustainable Public Procurement Program

Work Stream 3: Enhance Sustainability in Building Supply Chain	1. Identify and share core analytical tools, conceptual work and improved knowledge base for supporting decision making towards resource efficiency in building supply chain
	1.1 Identify hotspots of environmental impact and areas not being tackled sufficiently and promote responsible management and/or alternatives such as re-use of building waste
	1.2 Promote lifecycle assessment and tools for energy, carbon, water and materials (including waste)
	1.3 Facilitate and share data on impacts of resource use
	1.4 Use of local and regional materials and resources
	2. Promote policies to integrate resource efficiency in building supply chain
	2.1 Identify and promote government policies and toolkits to aid resource efficiency in SBC
	2.2 Foster economic incentives and market strategies to promote resource efficiency in buildings
	3. Engage upstream stakeholders and supply chains towards resource efficiency
Work Stream 4: Reduce climate impact and strengthen climate resilience of the building and construction sector	1. Identify and share core analytical tools, conceptual work and improved knowledge base for supporting decision making towards a more climate resilient and low emission building and construction sector
	1.1 Identify and prioritize key issues and knowledge gaps of climate impacts on/of buildings and construction sector
	1.2 Provide access to relevant data (i.e. relevant and up to date climatic data) and keep track of relevant research and development in the field of sustainable buildings practices (i.e. database of specific on-the-ground initiatives)
	1.3 Identify and facilitate the use of globally harmonized tools and methodologies for measuring and reporting building sector emissions
	1.4 Provide a clear framework of how the above-mentioned harmonized tools and methodologies could contribute to better city, regional, and national planning.
	2. Promote resilient and low emission SBC planning and piloting
	2.1 Support planning and design processes enabling buildings and construction to be appropriate for and adapted to the local climate conditions and resilient to anticipated climate change and extreme weather events.
	2.2 Promote pilot actions transferring and implementing low cost, climate resilient and low emission building technologies including at district level
Cross-cutting theme: Knowledge sharing, outreach and awareness raising	Promote awareness raising efforts and promote understanding of sustainable buildings and construction across the stakeholders and general public,
	Support organization of international conferences and platforms for disseminating activities and results
	Support building of peer groups based on region specific conditions to share lessons and experiences with building codes, solutions, geographically bound infrastructure
	Promote interdisciplinary exchanges between institutions of higher education for architecture, urban planning, engineering etc. informing the development and application of SBC policies and foster integration of sustainability consideration in relevant curricula supported by concrete case studies