



COMCEC
COVID Response

Part One: Direct Grant

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Program Coordinator

- Through CCR Direct Grant, POs can purchase:
 - Machinery
 - Equipment or,
 - Service
- For directly meeting the needs of final beneficiaries (institutions, SMEs, farmers etc.)
- To alleviate negative impacts of Pandemic

Preliminary Project Submission

- PO will prepare and submit a “Project Fiche for Direct Grant”
- The project fiche for direct grant shall describe:
 - the problem,
 - main objective,
 - target group,
 - needs assessment,
 - specifications of the equipment, maintenance related issues
 - estimated time of delivery and
 - estimated budget.



COMCEC COVID Response	
PROJECT FICHE FOR DIRECT GRANT	
<i>Please consult the COMCEC COVID Response (CCR) Program Guidelines to find the necessary information needed to fill in the Project Fiche.</i>	
1. Basic Information	
Project Number:	: This row will be filled by the COMCEC Coordination Office.
Project Title:	: The title should clearly reflect the focus of your proposal. Please avoid lengthy project titles. : Click here to enter text.
Please select one of the cooperation areas below.	
Cooperation Area:	: <input type="checkbox"/> Agriculture : <input type="checkbox"/> Tourism : <input type="checkbox"/> Trade
Country:	: Click here to enter text.
Project Owner Ministry/ Institution:	:

[Open Project Fiche](#)

Final Project Submission

- For Direct Grant project type, the PO shall submit:
 - 3 pro forma invoice for the machinery/equipment /service,
 - detailed work plan,
 - additional information that CCO might request from PO.
- PO may submit where available additional and supportive document.

Project Personnel

Contact Person (CP): Public Official of Project Owner Institution



CP is responsible for:

- submitting project proposal and
- organizing the purchase of machinery, equipment and service on behalf of project owner.
- Preparing and submitting project fiche.
- Providing 3 pro forma invoices for machinery/equipment /service to be purchased
- Preparing and submitting the Disbursement Request Form
- Providing Delivery and Receipt Form
- Providing additional document and information if requested by the CCO

Budget

- POs are required to provide co-financing for purchases above 30.000 USD (50.000 USD for LDC Members)
- Co-finance limits for developing member countries are stated below:

Project Budget (USD)	Co-Finance
0 - 30.000	-
30.001 - 50.000	10%
50.001 – 100.000	25%

- For LDC Members:

Project Budget (USD)	Co-Finance
0 - 50.000	-
50.001 – 100.000	25%

QUESTIONS

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COORDINATION
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**DEVELOPMENT
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BANK OF TURKEY