

The National Trust EcoFund

Experience in Project Management

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Management Bodies of the EcoFund:

- Board of Directors (BD)
- Advisory Committee (AC)
- Executive Bureau (EB)

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The Executive Bureau (EB)

The **Executive Bureau** organizes and ensures the implementation of BD's and AC's decisions and runs the internal administrative affairs of the EcoFund.

The EB consists of:

- **The EB Director**, nominated by the BD and approved by the AC;
- **Finance and Economic Division** headed by the Chief Economic Expert;
- **Technical Division** headed by the Chief Technical Expert;
- **Office Management and Coordination Division** headed by the Office Manager.

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Main Activities of the Executive Bureau (EB)

- **Project evaluation and selection:**
 - Evaluates and makes a preliminary selection of projects applying for financing;
 - Prepares all documentation regarding the projects that will be submitted to the AC and BD for consideration;
 - Submits all applying projects to the AC before their submission to the BD.

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Main Activities of the Executive Bureau (EB) - continued

- **Investment project implementation, incl.:**
 - **Contract preparation**
 - Organizes the preparation and execution of contracts with beneficiaries for the provision of funds by the Ecofund, and coordinates and oversees their proper spending,
 - **Project procurement**
 - Develops the tender rules for the purchase of goods and services in accordance with the Bulgarian legislation and the requirements of the Sources of Financing,
 - Organizes and/or oversees tenders for the purchase of goods and services related to the implementation of financed projects,
 - **Supervision of investment projects**
 - Supervises and evaluates projects during and after their implementation.

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Priority Areas of the EcoFund Activities

- **Clean up of past pollution**
- **Reduction of air pollution**
- **Clean water protection**
- **Protection of biodiversity**

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Priority Areas of Project Financing /Detailed Presentation/

- **Clean up of past pollution:**
 - hazardous waste and hazardous substances disposal;
 - sources of drinking water or food contamination (by heavy metals, toxic organic compounds or other harmful chemicals).
- **Reduction of air pollution:**
 - pollutants of health concern: particulate matter, sulphur dioxide, nitrogen oxides, lead and other toxic chemicals in urban areas, and
 - green-house gases: carbon dioxide, methane, CFCs

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Priority Areas of Project Financing /Detailed Presentation/

- **Clean water protection:**
 - municipal and industrial waste water treatment plants in the Danube watershed;
 - municipal and industrial waste water treatment plants in the Black Sea watershed.
- **Protection of biodiversity:**
 - development of infrastructure in protected areas for species protection and habitat preservation;
 - biodiversity inventory and monitoring and sustainable utilization of components for creating social alternatives.

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General Requirements to Submitted Projects

- **Available technical design**, including up-to-date technical proposals and adequate costs;
- **Co-financing**, provided by the applicant and/or other sources;
- **The amount of financing**, provided by the NTEF is determined as follows:
 - up to 30% of the total project cost, provided that grant financing is requested, and
 - up to 50% of the total project cost, provided that loan is requested.
- After discussion and conforming of the project proposal with the Advisory Committee, the Board of Directors may decide to ignore the requirements under these two items.

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General Requirements to Submitted Projects - continued

- **Proved lowest investment and operational costs** per unit of environmental pollution reduction, based on evaluation of possible alternatives for project implementation;
- **Proved compliance with the effective national environmental standards and requirements** through environmental impact assessment, when required by the Environmental Protection Act, or through other estimates and proofs in accordance with the effective Bulgarian legislation;
- **Available organizational and financial potential** for successful operation of the facility upon project completion, aimed at obtaining of positive effect on the environment.
- **Provided conformity with the government's environmental programs** for the implementation of the national environmental policy and with the priorities of the local authorities.

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Requested Information and Documents

Information about the project applicant (company, state budget organization, municipality, non-profit organization, etc.):

- name, address, legal status;
- main business activity (for companies), objectives (for non-profit organizations), functions (for budget organizations);
- major environmental problems of the organization;
- imposed or anticipated penalties and prescriptions following violation of environmental laws;
- managers' names and titles, and
- designer, contractor, post-implementation operating entity/person.

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Requested Information and Documents - continued

Information about the project proposal:

- project title, objectives and target region;
- scope of project impact by environmental components, population segment and healthcare effects;
- project objectives and motivation of the project implementation necessity, provisions for starting of the implementation;
- project technical description and assistance terms of reference, if technical supervision of implementation is necessary;
- environmental benefits, including quantitative estimates and economic justification;
- project implementation schedule, cost estimates, sources of financing, loan repayment terms and conditions (when applicable, i.e. in case of loan financing), and
- declaration of authenticity of information.

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Requested Information and Documents - continued

Other documents:

- environmental impact assessment (EIA) and positive resolution on the environmental impact assessment, when required by the Environmental Protection Act;
- balance sheets and revenue and expense accounts for the preceding three years, depending on the applicant's legal status;
- work plan, if requested by the Executive Bureau;
- current court registration certificate (if applicable);
- copy of bank account registration with the local tax authority;
- letter of intent for issuing of bank guarantee from a reliable commercial bank, for loan applicants only. The BD compiles a list of Bulgarian banks whose guarantees may be honored by the NTEF.

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Project Feasibility Criteria

- **Scope of the expected environmental effect**
- **Technological level and organizational provisions for project implementation**
- **Cost/Effect ratio**
- **Provided co-financing**
- **Provisions for successful post-implementation project operation for obtaining the environmental effect**

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