



LIRE Form for Proposals

This form shall help to develop ideas about renewable energy in Laos into proposals for a LIRE project. A LIRE project is a project that is endorsed by the board of LIRE and that can be operated through LIRE if it finds the funding.

After filling out this form, you can send it to LIRE and we will upload it on the LIRE website. There it becomes available for anybody else to have a look and take up contact with you. You can also send preliminary proposals and improve it over several versions. LIRE will also upload unfinished forms where you still need to work on some details.

Once the form is finished, the authors can submit it to the LIRE board. The board then decides if the proposal is endorsed by LIRE. If it is endorsed you can search for funding with the endorsement by LIRE. The proposal gets a LIRE project number and is officially presented by LIRE on its website and during events and to interested funding agencies. If it is not endorsed by the LIRE board, the board will explain why not and what could be improved.

Title of the proposal:

A short title (maximum 10 words). The title shall allow to immediately understand the objective of the idea

Version:

A date and version number of your proposal. This helps in tracking the evolvement of the proposal over several steps.

Authors of the proposal:

Who are the authors of this proposal? How can they be contacted?

Summary description:

A summary of the proposal explaining objectives, intended results and the beneficiaries of those results, the implementing agencies, the global budget.

Actors:

Who will implement this proposal if it is funded?

General hypothesis:

If this proposed effort is successful, then what effect will it have?

Setting hypothesis:

Explain the historical, economic, social and environmental aspects that are happening in Laos to which the proposed effort is going to contribute or where it is going to change something.

Market hypothesis:

If this effort is successful, how will it contribute to a viable product in the Lao market?

Specific questions to be answered by this effort:

Are there any specific questions that this effort will answer?

Data collection:

What data is going to be collected? How will it be collected? Where will it be stored for analysis?

Deliverables:

What is the physical result of this effort? What will be the proof that it took place?

Location:

Where shall this effort take place? Be as specific as possible.

Implementation requirements outside the experimental design:

What needs to be organised by LIRE for transport, communications, accommodation, relations to various agencies, etc.?

Timeframe, schedules:

What is supposed to happen when?

Budget for trial itself:

What are the costs of the trial / effort itself?

Budget for operational costs:

What are the costs of all the backup logistics required for the effort to take place?

Funding:

What kind of agencies will be contacted for funding?

Annexes:

Any further documents, agreements, experimental concepts, etc. that explain the effort? Refer to them in the above points.

After filling out all the above points:

- Save the document for your records
- Send it as an attachment of an email to **contact@lao-ire.org**
- Don't forget to send any further material too, if you think that is useful.

When LIRE receives your email with this attached form, LIRE may upload it on the website. If you don't agree, tell LIRE in the email to take up contact with you before uploading.

Sending a proposal-form to LIRE does not mean LIRE must upload it. It is up to LIRE to decide whether the proposal belongs into the LIRE-effort. If LIRE does not want to upload your form, LIRE will contact you and explain.

Good luck with formulating your proposal. In case you have problems or need coaching, do not hesitate to send an email to **contact@lao-ire.org**