



INTERNATIONAL
COFFEE
ORGANIZATION

PJ 17/11 Rev. 5

11 August 2014
Original: English

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Projects Committee
8th Meeting
22 September 2014
London, United Kingdom

Assessment document for projects

Background

The attached document contains proposals **(shown in bold)** for revising the assessment document used by the Virtual Screening Subcommittee to consider new and revised project proposals. These changes take into account the new requirements of the Common Fund for Commodities (CFC), the main donor to the Organization.

Action

The Committee is requested to consider this document and to submit its recommendation to the Council.

ASSESSMENT DOCUMENT FOR PROJECTS

	Score ¹	To be completed by the VSS
Main criteria²	0 – 5	Analysis: for each criterion explain the marking, or why it is not relevant. Please do not cut and paste text from the project document.
1. Country eligibility: (a) Is the country up-to-date with the ICO Budget contributions? (b) Is the country an ICO Member or covered by the targeted donors?		
2. Is the project contributing to poverty alleviation in rural communities?		
3. Are the intended beneficiaries of the project consistent with the type of beneficiaries described in paragraph 30 of ICC-105-16 Rev. 1 ?		
4. Aims and purposes: Are they consistent with the 2007 Agreement and ICC-105-16 Rev. 1 ?		
5. Are the project activities environmentally friendly?		
6. Is the project consistent with country national strategies/priorities?		
7. Is the project economically and commercially viable?		
8. Will the project generate sustainable financial profits?		
9. In case of financing through repayable loans, can the project generate enough profit to reimburse these loans?		
10. Does the project promote equal opportunities for men and women (including youth) to participate in and benefit from the project?		
11. Does the proponent/beneficiary institution have financial records?		
12. Is the project likely to have sustainable impacts for project beneficiaries?		
13. Is the scale and scope, including budget, of the project appropriate?		
14. Is the timeframe of the project appropriate?		
15. Can the project realistically achieve its goal?		

¹ Members should give a score such as 0 (very weak), 1 (weak), 2 (fair), 3 (good), 4 (very good) and 5 (outstanding). Only project proposals with a total score above 3 will be considered for endorsement by the Projects Committee and the Council.

² See 'Development Strategy for coffee' – Document ICC-105-16 Rev. 1 as well as document PJ-75/14 that includes new criteria of the Common Fund for Commodities.

16. Has the proponent suggested or identified any sources of funding? Are they public, private or both?		
17. Does the project leverage additional resources through private sector, civil society, government or academic participation?		
18. Will this project develop capacity-building in the local community?		
19. Does the Project Management team have sound experience in implementing such a project?		
20. Does the project promote a sustainable coffee sector?		
Total score		
The project is considered ELIGIBLE/NOT ELIGIBLE for ICO support (cross out as appropriate). Name and title of the VSS or Projects Committee Member (<i>physical signature not required</i>): Date:		