



Global**Expo**  
Botswana 2025

PULA CONFERENCE

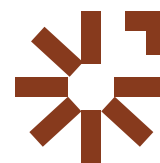
# INVESTMENT PROJECT CONCEPT NOTE

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managed by:

 **BOTSWANA**  
INVESTMENT  
& TRADE CENTRE

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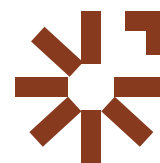
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# Contact Information

## Contact information of Project Originator

<b>1.1 Name of contact person for company originating the project</b>	
<b>1.2 Company Name</b>	Legal entity in charge of the development of the investment concept
<b>1.3 Company Registration Number</b>	
<b>1.4 VAT Number</b>	VAT number or equivalent of the legal entity in charge of the development of the investment concept
<b>1.5 Physical Address</b>	
<b>1.6 Postal Address</b>	
<b>1.7 Office location</b>	
<b>1.8 Telephone/ Mobile Number</b>	
<b>1.9 E-mail of contact person</b>	
<b>1.10 Company Website</b>	





# Description of the Proposed Investment Project

## About the proposed investment project

### a. Investment Required

**Estimated investment value**

BWP

**Type of partnership required**

(e.g joint venture, general partnership etc)

BWP

### b. Location(s) of Investment Project

**City/ Town/ Village**

Please state the place where the proposed investment concept will be located

### c. Project Lifetime

**Proposed Project Start Date**

MM.YYYY

**Proposed Project Start Date**

MM.YYYY

### d. Description and background of the investment project

Please briefly summarize the main elements of the proposed investment project in a short description.

#### Example:

*The proposed investment concept aims at the renovation of XX governments residential buildings in Gaborone to increase energy efficiency and renewable energy production through the installation of building integrated photovoltaic panels. This renovation program is part of the strategy of Botswana to*



*become climate neutral by 2030 and is planned to be implemented in partnership with XX, which will be responsible for the design and installation of energy saving measures such as the replacement of heating and cooling systems and the upgrade of the lighting system to more efficiency solutions. The renovation program will be led by XX and has a total investment size of BWP XX. Implementation is foreseen to start in January 2026.*

#### **e. Objectives of the proposed investment project**

Please summarize the general and specific objectives to be achieved with the development and implementation of the proposed investment project.

##### **Example:**

*The general objective of the proposed project is to contribute to Botswana's sustainable energy and emissions reduction targets in order to achieve climate neutrality by 2030, focusing on the renovation of government-owned residential buildings. Specific objectives of the proposed investment project are:*

- Reduction of energy consumption in residential government-owned buildings through the implementation of energy efficiency measures and building integration of photovoltaic systems from XX GWh/y to XX GWh/y;*
- Reduction of XX tCO<sub>2</sub>eq/y of greenhouse gas emissions from the building sector;*
- Improved living conditions and reduction of energy bills for inhabitants of government residential buildings;*
- Development and implementation of awareness raising campaigns with tenants of the government-owned buildings included in the project and extrapolation of the results these campaigns to further buildings;*
- Up-scaling of the proposed investment concept aiming at the renovation of further XX government-owned residential buildings by 2040;*

#### **f. Technical measures planned**

Please describe the main technical measures planned to be implemented within the project. If applicable, please reference potential technical analysis conducted for the project during the development of the investment concept, e.g. results from energy audits, assessment of suitable technology options, etc.

**Supporting documents that can be submitted for this section:** Report from energy audits conducted for the project, technical analysis and studies on viable technology options for the project, etc.



### **g. Market analyses and barriers**

Please describe the:

- relevant market conditions and potential competitors applying to the proposed project;
- general market barriers and obstacles identified for the project and how to bridge these gaps.

**Supporting documents that can be submitted for this section:** Market studies, customer analyses, choice modelling, SWOT analyses conducted for the proposed investment project, etc.

### **g. Replication and/or up-scaling of the proposed investment project**

Please describe how the project can be replicated in other contexts and/or has the potential to be up-scaled in the implementation region, highlighting potential partners that can be involved and referring to:

- the potential for internal replication/up-scaling of the project within Botswana.
- the potential expansion of the project, associating further organisations; and/or.
- the potential/envisaged replication of the project by others in different contexts.



## h. Expected impact metrics of proposed investment project

Please fill in the table below the total impacts expected from the implementation of the investment project. In case other (social, climate) impacts are foreseen, please specify.

**Supporting documents that can be submitted for this section:** Energy audits, engineering analyses and calculation logs for the expected impacts in terms of energy savings, renewable energy production and avoided GHG emissions, including relevant assumptions, baselines, conversion factors, etc; further studies and analyses for the identification of project impacts.

Impact metric	Expected impacts – Investment project	Unit
<b>Job creation</b>		Number
<b>Energy savings/ generation if applicable</b>		Unit
<b>Social and climate impact</b>  (e.g. improved living and working conditions of citizens, reduced air pollution, water conservation etc.)		Unit



## a. Leading organisation(s) and project stakeholders

### i. Overview of involved organisations

Please briefly describe:

- the organisation(s) involved in the implementation of the project and their interest and role in it, differentiating between the organisation leading the proposed project and further organisations associated to it;
- previous experiences of the leading organisation(s) in the development and implementation of similar projects;
- the level of commitment of leading and associated organisations to the proposed project.

**Supporting documents that can be submitted for this section:** Letters of support/commitment to the proposed investment project by associated organisations, references from similar investment projects implemented by the project promoter, etc.

### ii. Ownership of assets and management structure

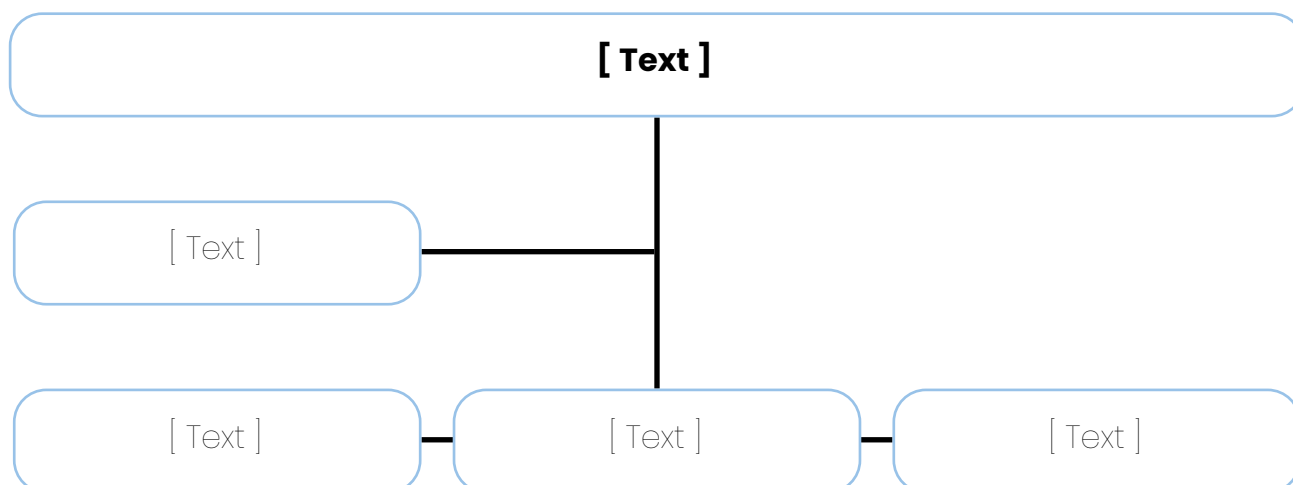
Please briefly describe:

- the ownership structure of leading organisation(s) over the assets concerned in the proposed project;
- the (legal) relationships between the leading and associated organisations for the development and implementation of the proposed project;
- the organisational structure and decision-making processes for the implementation of the project, explaining how decisions are made and who makes them.

If applicable, please use the organigram below to present the management/ governance structure for the development and implementation of the proposed project.







### iii. Risk profile of the entity(ies) that will be financially liable

Please provide information on the financial risk profile of the entity(ies) that will be financially liable in the development and implementation of the proposed project. This can include, for example, a financial appraisal, envisaged securities and guarantees and/or the credit rating of financially liable entities, if available.

**Supporting documents that can be submitted for this section:** proof of creditworthiness of project promoters etc.

### iv. Stakeholder analysis

Please describe:

- further stakeholders involved (civil society, academia, economic stakeholders, etc.) and their role in the successful development and implementation of the project;
- the needs and expectations of identified stakeholders towards the proposed project;
- the current level of support of the identified stakeholders to the development and implementation of the proposed project.

**Supporting documents that can be submitted for this section:** report on the results of a stakeholder analysis conducted for the proposed investment project, report on the results from public consultation processes and stakeholders' meetings, etc.



## v. Stakeholder engagement strategy

Please use the table below to describe the envisaged strategy for fostering the engagement of stakeholders listed in item 3.2.4:

- **Types of stakeholders** can be, for instance, local businesses, citizens, residents of the project implementation area, environmental groups, community organisations, construction companies and contractors, etc.
- The **interest** of each stakeholder in the proposed project can be rated through the scale in the respective column. Please select one box, in case the respective stakeholder has low interest in the development and implementation of the proposed project; two boxes in case the respective stakeholder has medium interest in the development and implementation of the proposed project; and three boxes in case the respective stakeholder is highly interested in the development and implementation of the proposed project.
- The **influence** of each stakeholder in the proposed project can also be rated through the scale in the respective column. Please select one box, in case the respective stakeholder has a low influence on the results of the project; two boxes in case the respective stakeholder has a medium influence on the results of the project; and three boxes in case the respective stakeholder has a high influence on the results of the project.
- **Engagement activities** can include general information and awareness raising activities, surveys and studies, public consultation and stakeholder meetings, organisation of focus groups, development of collaboration tools, community events, etc.
- **Instruments/ channels for communication** refer to, for example, e-mail communication, phone calls and video conferences, project website, social media, newsletters, etc.



Type of stakeholder	Interest in the project	Influence in the project	Planned engagement activities	Instruments/ channels for communication
	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
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	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	

## **b. Legal analysis of the project**

### **i. Legal feasibility of the planned investment**

Please describe the (local, national and potentially international) legal requirements applicable to the planned investment, e.g. regulations concerning:

- the envisaged investment approach;
- the structure and timeline of the single investment steps (including public procurement or debt accounting rules).

Please include a description of any preparatory assessments and studies carried out in the course of the investment concept development regarding the legal requirements applying to the project. In case an Environmental Impact Assessment (EIA) is required, please state whether this has already been conducted and what were its main outcomes.

**Supporting documents that can be submitted for this section:** Legal analysis conducted for the proposed project, other preparatory assessments and studies regarding legal requirements applying to the project, Environmental Impact Assessment (EIA).

### **ii. Legal/regulatory incentives and obstacles**

Please describe any potential legal/regulatory incentives and how they will be used to benefit the proposed project as well as any potential legal/regulatory obstacles and how they will be tackled.



## c. Economic and financial analysis for the project

### i. Estimated costs and revenues

Based on the estimations made on the Financial Model for the project, please summarize in the tables below:

- The expected total Sales, total Rents and total Recurring revenues, indicating the figures in BWP/ per year and in percentage of the total revenues.
- The estimated costs per cost category, differentiating between CAPEX and OPEX, indicating the figures in BWP/y for OPEX, in BWP for CAPEX, and in percentage of the total CAPEX or OPEX.

#### Project Revenues

<b>Total Sales</b>	BWP/y	%
<b>Total Rents</b>	BWP/y	%
<b>Total Recurring revenues</b> (e.g. subscriptions, energy sales, etc.)	BWP/y	%
<b>TOTAL (year)</b>	<b>BWP/y</b>	<b>100%</b>

#### Project CAPEX



## PROJECT OPEX

(Additional rows can be added to the table, if further categories of operating expenses are foreseen.)

<b>Rent</b>	BWP/y	%
<b>Salaries and wages</b>	BWP/y	%
<b>Accounting and legal fees</b>	BWP/y	%
<b>Sales and marketing fees</b>	BWP/y	%
<b>Office supplies</b>	BWP/y	%
<b>Repairs</b>	BWP/y	%
<b>Utilities expenses</b>	BWP/y	%
<b>Costs of goods sold</b>	BWP/y	%
<b>Bank charges</b>	BWP/y	%
<b>Cost of energy</b>	BWP/y	%
...	BWP/y	%
<b>TOTAL (year)</b>	<b>BWP/y</b>	<b>100%</b>



## ii. Financial metrics

Please provide in the table below the financial metrics calculated for the proposed project.

### Equity Internal Rate of Return (IRR)

(Not meaningful for projects that are funded without equity)

%

### Project Internal Rate of Return (IRR)

%

### Payback Period

(Not meaningful for projects that are funded without equity)

Years

### Net Present Value (NPV)

(Not meaningful for projects that are funded with non-redeemable sources)

BWP

## iii. Financing approach and funding sources

Please indicate the total expected investment size for the proposed project and the composition of this figure in terms of the envisaged funding sources to finance its implementation.

The funding sources of the total investment must be differentiated between **redeemable** and **non-redeemable funding sources**. Redeemable funding sources can be further differentiated between **private and public funding sources**, indicating which of each specific source shall constitute the envisaged financing approach.



<b>Total investment size – Project 1</b>	<b>BWP</b>	<b>100%</b>
<b>Non-redeemable funding sources</b>	BWP	% of the total investment
<i>Own company funds/ resources</i>	BWP	% of the total non-redeemable funding
<i>Grants</i>	BWP	% of the total non-redeemable funding
<i>Others (please specify below)</i>	BWP	% of the total non-redeemable funding
<i>Other non-redeemable funding sources: .....</i>		
<b>Non-redeemable funding sources</b>	BWP	<b>% of the total investment</b>
<b>Private redeemable funding sources</b>	<b>BWP</b>	<b>% of total redeemable funding sources</b>
<i>Commercial banks</i>	BWP	% of the total redeemable private funding
<i>Investment funds/ institutional investments</i>	BWP	% of the total redeemable private funding
<i>Private individual investors</i>	BWP	% of the total redeemable private funding
<i>Others (please specify below)</i>	BWP	% of the total redeemable private funding
<i>Other sources of redeemable private funding: .....</i>		





<b>Public redeemable funding sources</b>	<b>BWP</b>	<b>% of total redeemable funding sources</b>
National/regional development banks	BWP	BWP % of total redeemable public funding
Multilateral banks/ International financial institutions	BWP	BWP % of total redeemable public funding
Others (please specify below)	BWP	BWP % of total redeemable public funding
Other sources of redeemable public funding: .....		

#### d. Project investment roadmap

Please use the table below to present the current status and foreseen next steps in the process to launch the planned investments and implement the proposed project.

- The column **investment step** refers to the actions planned by the company for launching the planned investments and implementing the proposed investment project (e.g. planning, commissioning, construction, etc.). Each planned investment step can be described more in detail in the column "Description of investment step".

**Supporting documents that can be submitted for this section:** Gantt Chart, further documents on development and implementation planning.





Investment step	Description of expected investment step	Expected start date	Expected end date	Main outcome	Responsible actor