

2019 Course Information

CAPACITY BUILDING FOR CLIMATE TECHNOLOGY BUSINESS CULTIVATION



KOICA

CIAT
INTERNATIONAL INSTITUTE
OF CLIMATE TECHNOLOGY
AND INNOVATION

KySBI

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People, Peace, Prosperity

KOICA

Korea International
Cooperation Agency

Korea International Cooperation Agency (KOICA) was established as a government-funded agency dedicated to grant aid programs in April 1991. KOICA strives to combat poverty and support sustainable socio-economic growth of developing countries. By doing so, we aim to promote friendly and cooperative relationship with them.

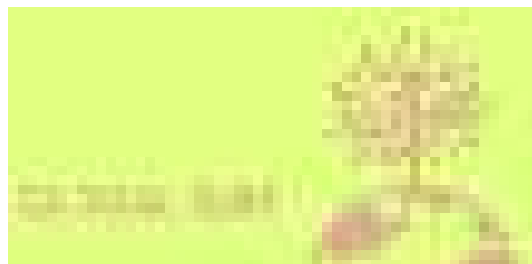


KOICA is an organization responsible for 26% of the entire ODA (Official Development Assistance) in Korea based on the 2018 business plan, and is Korea's leading agency responsible for approximately 60% of grant aid. The scale of aid from KOICA, which was about 17.4 billion KRW in 1991, increased significantly to 800 billion KRW in 2018. This followed the admission to the Development Assistance Committee (DAC), along with the ODA contribution diplomacy policies of the Korean government which aims to make contributions to the international community.



KOICA Fellowship Program, CIAT

Like its acronym that sounds like "seed" in Korean, CIAT hopes to spread seeds of hope across developing countries. CIAT is a cooperation program where policy-makers, public servants and experts from developing countries are invited to Korea for technical training and knowledge sharing. CIAT has established partnerships with a multitude of



public organizations, research institutes, universities and others in Korea to offer quality training programs. Such efforts have resulted in a high level of satisfaction among participants. After returning to their home countries, CIAT participants play a role in spreading Korea's commitment and goodwill towards their society.



FOR APPLICANTS

PROGRAM OVERVIEW

TITLE: Capacity Building for Climate Technology Business Cultivation

DURATION: Aug 18 (Sun) - Aug 31 (Sat), 2019 / Total 14days

GOAL:

- 1) To understand SME Policy focusing on the policy for ventures and startups
- 2) To recognize the impact from the industrial perspective of climate change
- 3) To explore and generate the win-win situation for one another by deepening the understanding of each other

1st-YEAR COURSE(2019)

TARGET

- Government officials at the level of chiefs of a bureau or division or researchers affiliated to the SME-related institutions

OBJECTIVES

- To understand SME promotion policies
- To understand opportunities and challenges on SMEs with regard to climate change
- To consider policies to bring up climate-specific technology start-ups
- To build collaboration with Korea

ACTIVITIES

- Invitational Training

OUTPUT

- Action Plan

Accomplishing the program's goals through capacity building and contributing to sustainable development of SMEs in developing countries

COURSE OVERVIEW

1. OBJECTIVES

- 1) To increase capacities for planning and implementing various strategic policies with regard to the promotion of SMEs related to climate-change
- 2) To share the perception on the importance of SMEs as well as the establishment of laws and systems for SMEs
- 3) To share start-up promotion policies, successful know-how from the experience of Korea
- 4) To make better and well-suited SME policies by sharing information on the local SME status among participants and lecturers
- 5) To strengthen future cooperation in the development of SMEs by promoting human networking with each other in related fields

2. COURSE DURATION

- Aug 18 (Sun) - Aug 31 (Sat), 2019 (including participants' arrival and departure dates) *Training Duration: Aug 19 (Mon) - Aug 30 (Fri), 2019

3. LANGUAGE: English

4. LOCATION

- 1) Training: KOICA (Seoul, Republic of Korea)
- 2) Accommodation: KOICA ICC & Best Western Guro Hotel (Seoul, Republic of Korea)

5. PARTICIPANTS: 20 persons

ELIGIBILITY REQUIREMENTS	
MANDATORY	<ol style="list-style-type: none"> 1. Be nominated/recommended by his/her government (the head of his/her agency); 2. Be in good health both physically and mentally, enough to take the course; 3. Have a willingness to show a high level of participation and commitment throughout the course and contribute to the capacity building of his/her organization after the completion of the program; 4. (Original place of employment) Target ministries/organizations or researchers affiliated to the SME-related institutions; 5. (Position) Be a government employee in a managerial position; 6. (Relevant work experience) Minimum 2-3 years of work experience; 7. (Language capability) Sufficient proficiency in written and spoken English to actively participate in seminars and write an Action Plan
PREFERABLE	<ol style="list-style-type: none"> 8. Any other preferable qualifications
RECOMMENDED	<ol style="list-style-type: none"> 9. Be able to have working knowledge of computers and PowerPoint software

※ This course is targeted at participants meeting the above qualifications, and thus ineligible participants, if any, may have difficulty understanding the course.

6. CURRICULUM

MAIN LECTURES & DISCUSSIONS

Module 1. Coordination of SME Policies within Ministries

- History of coordination of SME policies within Ministries
- The role of KOSBI in policy coordination
- Introduction of SIMS(SMEs Policy Intergrated Management System)
- Discussion of future collaboration in SME policy sharing program

Module 2. The Advent of New Industry by Climate Change

- Environmental issues and policy responses of Korean government
- The impact of climate change on the industrial structure
- The emergence of new industry

Module 3. Startup Policy for Climate Change – related SMEs

- Korean SMEs supporting policy
- Startup policy and incubation
- Agenda development

Module 4. Korean Government's International Collaboration for Climate Technology

- Introducing KOICA program for climate technology
- How to use KOICA program for climate technology
- Case study on international collaboration for climate technology

Module 5. Country Report & Action Plan

- Presentation of Country Report of Each Participating Nation
 - Report on SMEs in each nation (SMEs' current status, supporting policy and institutes, related pending issues). The report is recommended to be completed before the program starts. The contents below should be included in the report:
 - ① Current state of SMEs
 - ② Current policies for SMEs in your country
 - ③ Current or urgent issues on SMEs in each country
- Action Plan (Practice of Policy Making) Learning Workshop
 - Explanation about Action Plan
- Establishing Action Plan
 - Presentation/Evaluation of the Action Plan

Module 6. Understanding Korean Culture

- Field Trip : MSS, SBC, KIBO
- Cultural Trip : : SMEs Museum, KOUS, Traditional Market, Gyeongbok Palace, etc.

7. TRAINING INSTITUTE : Korea Small Business Institute (www.kosbi.re.kr)

KOSBI, the implementing agency of this program, is a public research institution affiliated with MSS (Ministry of SMEs and Startups). As a research institution performing core research activities for the South Korean Government, KOSBI has played a leading role in the growth and development of SMEs in Korea.

Since its foundation in 1993 and reestablishment in 2004, KOSBI has engaged in empirical research activities to resolve diverse issues faced by SMEs. As the importance of creating new industries and jobs has been gradually increased, the role and importance of SMEs as the leaders of innovation are emphasized. As a research institute specializing in SME-related issues, its aim is to help the development of SMEs and the national economy.

KOSBI undertakes researches on diverse issues such as the development and globalization of SMEs with a focus on the management strategies and government policies for Korean SMEs. Based on KOSBI's research findings, KOSBI is making a significant contribution to the government's development and implementation of effective SME policies.

Since 2012, KOSBI has managed this program under the project supported by MSS, which was established as a central government agency in 1996 to carry out the development and implementation of SME policies as one of national tasks with a high priority. This program has been aimed to contribute to the economic development of developing nations as invited government officials have the authority to make decisions on SMEs policies, and shares good policies and experiences that Korea has in the area of SMEs with them.

By sharing the experiences that Korea has in the development of its economy and SMEs, this program will provide valuable information for participants. Furthermore, it will provide an opportunity for a participating nation to enhance its cooperation with Korea on SME issues so that they can grow together with Korea.

HOW TO APPLY

APPLICATION DEADLINE: **August 1, 2019**

Step 1. CHECK OUT COURSE INFORMATION

- Applicants must check Program Overview and Course Overview details to see if the course they apply for is relevant to their work and they meet the qualifications for selecting participants.

Step 2. FILL OUT AND SUBMIT AN APPLICATION.

- After filling out an application, applicants must submit it no later than the deadline.

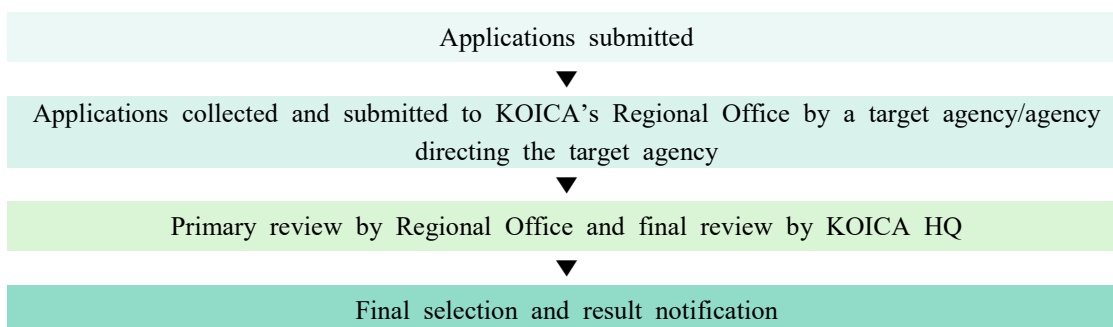
※ **Instructions for filling out an application** ※

- 1) Fill in all entries in the application form, including email address and medical records, **accurately and without omission** (The selection process of qualified applicants will start based on the information provided).
- 2) Applicants are required to fill out an application clearly and legibly.
(The course application result or follow-up activities after completion of the course will be notified to the email address an applicant gives in the application.)
- 3) Make sure to submit all the documents required for application.
(ex, Passport, Medical Reports etc.)

Step 3. SELECTION RESULT NOTIFICATION

- KOICA headquarters will notify finally selected candidates to their email address.

※ **Overview of the Selection Process** ※



< Information for Successful Candidates >

- Successful candidates are required to submit Country Report no later than the deadline (For details, see the next page).



FOR PARTICIPANTS

PARTICIPANTS' MAJOR ACTIVITIES

All participants are requested to establish and present an Action Plan towards the end of the program. The Action Plan is one of the crucial program activities to which KOICA gives top priority. It is intended, firstly, to help program participants to come up with alternatives and solutions to the current issues and major challenges which participants' country/government/organizations are facing and, secondly, to plan what action participants should take in order to solve those challenges.

For a successful Action Plan, **the first step is to prepare a Country Report.** In preparing a Country Report before joining the KOICA training course, participants will have an opportunity to analyze their own countries' current issues and challenges as well as circumstances surrounding them. Preparation and presentation of a Country Report is part of the Action Plan building process in which participants will be involved throughout the program.

The second step is to build an Action Plan. With the Country Report in mind, participants are encouraged to develop an Action Plan by incorporating the observations, experiences, and findings from the program, specifically from lectures, discussions, study visits, or local field trip. During the Program Orientation Session, the Action Plan guidelines, including a PPT template for presentation, will be provided to participants with instructions on how to formulate concepts and ideas for composing a practical and feasible Action Plan.

The third step is to implement the Action Plan. After going back to their home country, participants should implement the Action Plan according to its specifics and timeline. Participants are advised to do follow-up activities such as knowledge-sharing workshops or presentations with colleagues.

	STEP 1	STEP 2	STEP 3
WHO	Participants individually or as a group		
WHEN	Before program	During program	After program
WHAT	Country Report	Action Plan	Follow-up activities
HOW	Preparation and presentation	Establishment and presentation	Implementation
WHY	To analyze each country/organization's current status and problems focusing on the program theme	To provide solutions to the identified problems and issues in the Country Report	To apply participants' Action Plan to work & share knowledge with colleagues

[STEP 1] COUNTRY REPORT

1. WHAT IS COUNTRY REPORT?

A Country Report is a pre-assignment prepared and submitted by participants before the course starts. Participants analyze their own countries' current issues and challenges as well as circumstances surrounding them, and share the findings with other participants and Korean experts in an effort to provide solutions to the identified problems and issues for their own countries.

2. HOW AND WHAT TO PREPARE

Participants are requested to prepare the Country Report individually or as a group and must submit it by the deadline specified below, so that it can be shared by lecturers in advance, before the program starts and also by fellow participants, moderators, discussants and Korean experts during the program in an effort to provide solutions to the identified problems and issues.

By when	August 8, 2019
In what format	Microsoft PowerPoint
To whom	Program Manager Heeran Kim / hrkim@kosbi.re.kr
Which contents?	<p>[Chapter 1] Status of SMEs and Policy for Startups in your country</p> <p>* Startup Policy, as supporting from the stage of 'seed' to 'growth', is the field that should comprehensively cover consulting, incubator, business, technology development, finance, human resources, and etc.</p> <p>[Chapter 2] Status of Industries related to Climate Technology and Policy Measures</p> <p>* It is very important to study the status and policy related to climate for each participating country in this program</p>

3. COUNTRY REPORT PRESENTATION

Each presentation should take no longer than 15 minutes or so, and use an adequate number of slides, or maximum 20 pages, with consideration of time constraints. Each Country Report presentation will be followed by a question and answer session which includes feedback from Korean experts. For more effective presentations, a projector, slide projector, overhead projector or multimedia TV will be available for use.

[STEP 2] ACTION PLAN

1. WHAT IS ACTION PLAN?

An Action Plan is a plan intended to help program participants provide alternatives and solutions to the issues and problems that are identified in the Country Report. A good Action Plan entails who will do what, when, and how in detail. Since the Action Plan's feasibility is very crucial, participants should thoroughly discuss with their supervisor(s) whether or not the main topic and direction are viable in advance.

Based on the observations and findings from the lectures, discussions, study visits, and a local field trip in Korea, participants will be asked to create an Action Plan in accordance with the Action Plan Guidelines to be provided. A session for developing and building the Action Plan will be held and the Action Plan guidelines will be provided to participants with instructions on how to formulate concepts and ideas for composing a practical and feasible Action Plan.

※ Note ※


- 1) Participants joining a second or third year course without attending the previous course or courses are required to review and understand the Action Plans by other participants in such course or courses in advance.
- 2) Participants may improve or develop the previous year's Action Plan, or build another Action Plan with a new topic.

2. ACTION PLAN BUILDING PROCESS



- Applying knowledge acquired through lectures, study visits and discussions and working on measures to solve the issues or problems identified in the Country Report from various angles
- Building specific solutions as well as implementation plan together with a moderator during an Action Plan workshop

[STEP 3] FOLLOW-UP ACTIVITY

ACTION PLAN & PILOT PROJECT	Sharing the implementation status of the Action Plan with the training institute and KOICA (See Appendix: Contact) (An exemplary Action Plan is selected and financed by the training institute as a pilot project for implementation of the Action Plan)
KNOWLEDGE SHARING ACTIVITIES	Promoting knowledge spreading activities such as workshop and presentation to share knowledge acquired during the program and the Action Plan
ESSAY COMPETITION	Joining an essay competition held late in the year
KOICA CLUB ACTIVITIES	Taking part in an array of activities including joining KOICA Clubs in each country and community service after completion of the program
ONLINE NETWORKING	<p>Visiting KOICA Fellowship Community and continuing networking</p>  <p><i>facebook.com/koica.icc</i></p>



APPENDIX

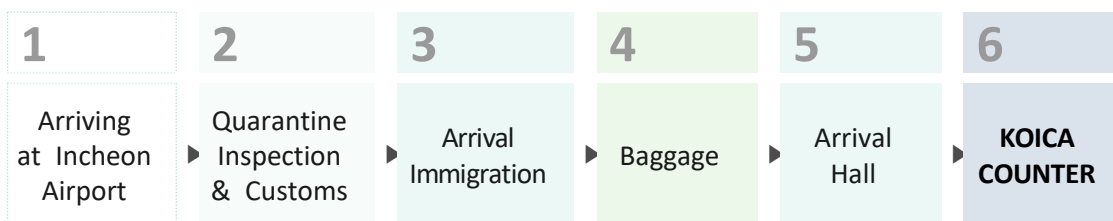
CONTACT

KOICA Training Institute	+82-1899-4519 (CIAT Program HOT Line) http://www.koica.go.kr http://www.facebook.com/koica.icc	
	Program Manager Mr. Minchul SHIN +82-31-740-0978 smc@koica.go.kr	CIAT Fellowship Program pilot project follow-up activities
	Program Coordinator Ms. Jiwon YOO +82-31-777-2845 jw@koworks.org	Arrival/departure-related issues
	Program Manager Ms. Heeran KIM +82-2-707-9875 hkim@kosbi.re.kr	Course contents - Curriculum, lecture, lecturer, Country Report & Action Plan



FROM AIRPORT TO ICC

✈ AT AIRPORT [Arrival Procedures]



※ KOICA will provide the Immigration Office at the Incheon International Airport with a list of participants' names, nationality, flight schedules, and other information regarding the Fellowship Program before arrival. Participants are advised to carry the **invitation letter** in which their status is written, and show the letter to the Immigration Officer in case the Officer asks for further identification.

KOICA COUNTER

To ensure that you receive appropriate help to safely get to the KOICA International Cooperation Center(ICC), two KOICA Counters are in service at each Terminal. At the KOICA Counter, KOICA staff will arrange your ride to the KOICA ICC.

AT INCHEON INTERNATIONAL AIRPORT TERMINAL 1 (IIAT 1)



Location

Next to Gate 1
(Counter No. 9-10)

Contact Info

Ms. Jin-Young YOON
Tel. : 82-32-743-5904

AT INCHEON INTERNATIONAL AIRPORT TERMINAL 2 (IIAT 2)



Location

In front of Gate 4
(Close to Arrival Gate B)

Contact Info

Ms. Seung-Young YAU
Tel. : 82-32-743-5905

Capacity Enhancement Program Department
Korea International Cooperation Agency
ICC Center, 825 Daewangpangyo-ro, Sujeong-gu, Seongnam-si,
Gyeonggi-do, Republic of Korea (13449)
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