

CALL FOR APPLICATIONS WEST AFRICA ACCESS REGIONAL COORDINATING ORGANIZATION(RCO) Terms of Reference

This project aims to build the capacity of members of the Alliance of Civil Society Organizations for Clean Energy Access (ACCESS) and carry out informed advocacy and engagement with policy and decision-makers and other relevant stakeholders, including other civil society organizations, development finance institutions and the private sector, in Ghana and the wider West Africa region to accelerate delivery of SDG7 (ensuring access to affordable, reliable and sustainable modern energy for all by 2020).

Background

Access to modern energy is recognized as an essential enabler of sustainable development and important for delivering many SDGs, including health, education, inclusive economic development, gender equality and climate action, as is recognised by the adoption of SDG 7.

789 million people across the world still lack modern electricity, and 2.8 billion people do not have access to clean fuels and technologies. 87% of these people live in remote areas without access to electricity grids in the 'last mile.' The least-cost way of reaching most of them is through off-grid energy solutions powered by renewable energy (DRE), but only a tiny amount of global financing flows to DRE and clean cooking. Within energy planning in countries in sub-Saharan Africa, energy access, particularly for last-mile communities, is given low political priority, and planning and service delivery approaches are usually

top-down and not based on the needs of poor communities.

ACCESS, founded in 2014, is a global coalition of 70 CSOs and practitioners whose mission is to change this. We advocate for people living in poverty to have access to safe, reliable, and affordable energy, and for environmentally sustainable and efficient energy systems globally. Most ACCESS members are practitioners and civil society groups based in sub-Saharan Africa, with some members also working in Asia in countries with high levels of energy poverty. ACCESS aims to address three fundamental problems: (1) lack of integration of the energy needs of poor communities in energy sector planning and decision-making; (2) lack of understanding/uptake by governments and investors of the evidence-based and innovative approaches needed to deliver SDG 7; and (3) lack of participation by communities and civil society in national and regional

789 MILLION
LACK MODERN ELECTRICITY

2.8 BILLION
CAN'T ACCESS CLEAN FUELS & TECH

energy planning and decision making. To address these challenges, ACCESS has developed a global three-year advocacy strategy (2018-2021) with goals around ensuring national implementation of SDG 7 and ensuring AfDB investments scale up energy access, with a third cross-cutting work stream on knowledge and capacity building led by the ACCESS Learning Group.

¹ https://trackingsdg7.esmap.org/data/files/download-documents/01-sdg7-executivesummary_0.pdf
² https://trackingsdg7.esmap.org/data/files/download-documents/01-sdg7-executivesummary_0.pdf

ACCESS has recently obtained new core funding to set up a Secretariat based in Nairobi with an International Coordinator and Memberships and Communications Manager. Seed funding has also been obtained for two years for members located in sub-Saharan Africa to self-organize around regional hubs in East, West and Southern Africa. The ACCESS Secretariat hosted by the Kenya Climate Change Working Group supports the coordination of activities in Kenya and the wider East Africa region. We are seeking a coordinating organisation to work with members and other development practitioners and key stakeholders to develop and implement advocacy and capacity building activities at a national level in Ghana with a limited number of wider regional activities to be scaled up over the medium term, subject to additional funding.

ACCESS, therefore, invites calls for applications from CSOs with a strong track record on energy access advocacy nationally in Ghana and experience of working in the wider West Africa region, to lead national and regional advocacy activities.

Timeline

The period for strategy development and implementation of the activities is two years 2020-2021

Accountability

The Catholic Agency for Overseas Development (CAFOD) will contract the RCOs as the contract manager. The Kenya Climate Change Working Group, the host organization for the ACCESS Secretariat, based in Nairobi will be the task manager for the RCOs secretariat, and the RCOs will be supported by the Secretariat. The RCOs will also work closely with the ACCESS Coordination Group (CG), Learning Group, SDG 7 Working Group and AfDB/ World Bank Working Groups.

Key Responsibilities

I. National strategy development

The successful RCOs will begin by developing context-specific advocacy strategies linked to delivery of the global strategy goals at the national level in Ghana and to identify entry points for feasible activities at the regional level, working closely with national and regional members and the Secretariat.

The RCO will be expected to have a clear methodology for strategy development, including:

- Developing a process for ensuring the strategy development process is inclusive and builds on existing and planned energy access work by members;
- Scoping key entry points for national and regional level advocacy including enabling environment changes required, and carrying out a power mapping;
- Developing a convincing theory of change in relation to delivering the two strategic goals of SDG 7 implementation and scale-up of AfDB energy access investments;
- Mapping the capacity building needs of members and external stakeholders required to support the delivery of the advocacy strategy and development of an integrated capacity building and learning strategy;
- Developing SMART objectives and success indicators;
- Developing a budget for the planned activities and outputs in the strategy, with a fundraising plan to obtain any additional funding needed to implement the strategy;
- Developing a detailed implementation plan once the strategy process is finalized and validated by members, working with the ACCESS Secretariat.
- Development of a monitoring and evaluation plan.

2 Delivery of advocacy activities

2.1 National SDG7 Implementation

The RCOs will support members to deliver the advocacy strategy and ensure the engagement of other key actors and stakeholders in the focus countries (including decision and policymakers and private sector). Specifically, the RCOs should:

- Ensure regular communication with members and develop a strategy for member engagement, working with the secretariat.
- Ensure meaningful, timely and regular participation of members in planned activities;
- Ensure regular discussions and reporting back to members;
- Ensure proper management of financial resources and timely reporting to the contract manager (CAFOD);
- Ensure regular communication and coordination on implementation of activities with ACCESS Secretariat (KCCWG);
- Build the capacity of key stakeholders, including energy poor communities and civil society, to participate in energy access decision making at the national and regional levels, and promote gender and social inclusion, so that the needs of vulnerable groups are addressed;
- Build an understanding of key actors of the types of financing approaches and business models best suited to deliver energy access, particularly for the last mile;
- Build understanding and advocate for policy changes required to build a supportive enabling environment for energy access;
- Promote more inclusive and integrated approaches to planning and delivering energy services that maximize development impact and sustainability (for instance, mainstreaming energy as part of sub-national development planning, integrating service delivery into 'nexus' sector planning)
- Build the understanding of civil society and other actors working in nexus development sectors on the 'development dividend' that energy access can provide and its role in delivering the SDGs and climate action;

- Advocate for transparent and accountable monitoring and reporting on the impacts of national energy investments;
- Promote the adoption of more meaningful metrics to assess progress on energy access as well as its contribution towards other SDGs.

2.2 Scaling up AfDB energy access investments

Despite the AfDB Bank's commitment to achieving universal energy access in Africa by 2025, there remains an in-built bias for fossil fuels both by the country's government and AfDB. This is majorly attributed to limited understanding of the development dividend that can be played by energy access as well as the role played by DRE and clean cooking in connecting last-mile communities. In efforts to influence the decisions of the Bank, successful CSO with support from the Secretariat will undertake the following:

- Build strategic relationships with relevant key AfDB actors (shareholders, management, staff) at national and regional levels and advocate for scale up of energy access investment by the AfDB, particularly for DRE and clean cooking solutions;
- Work with wider groups and networks engaged in AfDB advocacy at the national, regional and HQ levels, to maximize impact and minimize duplication of activities, including the new CSO Committee;
- Work with ACCESS secretariat to advocate for inclusive consultation and effective implementation of the AfDB CSO strategy including by developing influencing outputs and activities for annual CSO Forums;
- Build the capacity of key stakeholders, including energy poor communities and civil society, to participate in AfDB country partnership strategy development and consultation processes, and to promote gender and social inclusion, so that the needs of vulnerable groups are addressed in any AfDB strategies and investments at country level;

- Build the understanding of key AfDB staff and decision-makers nationally and at the HQ level, working with other groups and networks, of the ‘development dividend’ that energy access can provide and its role in delivering the SDGs and climate action;
- Build an understanding of key AfDB staff and decision-makers nationally and at the HQ level, working with other groups and networks, of the types of financing approaches and business models best suited to deliver energy access, particularly for the last mile;
- Build understanding of key AfDB staff and decision makers nationally and at the HQ level, working with other groups and networks, and advocate for AfDB to build a supportive enabling environment for energy access;
- Build the understanding of key AfDB staff and decision makers nationally and at the HQ level, working with other groups and networks, of the need to support more inclusive and integrated approaches to planning and delivering energy services that maximize development impact and sustainability;
- Advocate for transparent and accountable monitoring and reporting on the impacts of AfDB energy investments.

3. Learning and capacity building

ACCESS is developing a knowledge and capacity building programme for members and wider stakeholders to support informed advocacy by members and informed decision making by key actors in the energy space through the ACCESS Learning Group. The Learning Group aims to build a platform for identifying and addressing member capacity gaps, and to encourage knowledge sharing and dissemination on key issues, challenges and best practices in energy access, including planning and delivery of energy services. Its role is to provide a technical support service to increase the understanding and effectiveness of members and other stakeholders in the energy access space.

The RCO will work with the ACCESS Learning Group to develop a specific capacity building and learning strategy for the focus countries and wider region. This will include:

- Undertaking a capacity assessment of ACCESS members in the focus country and wider region, to identify and address any ‘gaps’ to enhance the effectiveness of their advocacy on SDG7 implementation and AfDB investments;
- Supporting knowledge exchange, capacity building and

learning activities among the ACCESS members in the region through a range of channels, working also with the advocacy and communication Manager ;

- Organising knowledge exchange and learning activities to build the understanding of key external actors and stakeholders involved in energy access financing, decision and policy-making of gender and social inclusion issues, including on what types of financing & business models, planning and service delivery approaches and policy frameworks are effective in reaching the last mile;

4. Regional Coordination

The RCO will, as far as is feasible within the current scope of activities and funding, coordinate with members in the wider West Africa region and support regional level influencing. This will include:

- Identifying in the strategy development process what regional influencing activities can feasibly be delivered with the current funding secured, and develop a plan for scaling up such activities in the medium term (three to five years), through consultation with members in the wider region;
- Organise at least one strategy and/or capacity building activity involving members from the wider region;
- Support development of regional member engagement and communication strategies, working with Advocacy and communication Manager.
- Identify and represent ACCESS or support members to do so, where feasible, in strategic influencing opportunities at the regional level;
- Build relationships and identify opportunities for collaboration with key regional platforms/bodies and actors in the energy access space. Such bodies could include the ECOWAS Centre for Renewable Energy and Energy Efficiency as well as regional civil society networks working on energy issues or nexus development issues;
- Identify additional funding opportunities to scale up regional level activities;
- Working with the ACCESS Secretariat and the Coordination Group, identify opportunities for cross-regional coordination and communication with the other regional hubs, as well as with members working at international level.

This list of duties and responsibilities is by no means exhaustive, and the consultant may be required to undertake other relevant and appropriate duties as required upon agreement in writing with KCCWG and CAFOD.

Eligibility

- Applicants must be members of ACCESS Coalition based in the focus country of Ghana for the Western Africa region or for group or network applications, at least one of the group members must be an ACCESS member. The applicant must supply a recommendation from at least three other ACCESS members, including one national member and one member from the wider region.

Skills required

Applicants should show evidence of the following.

- Sufficient capacity and experience in, financial management, administration and communications;
- Proven expertise in energy access issues and/or other relevant 'nexus' SDG areas (such as pro-poor economic development, health, education, women's empowerment climate change, environmental sustainability, etc) at the national level in the focus country;
- A track record of carrying out successful influencing activities at national level on energy access or other nexus SDG areas;
- Delivery of advocacy activities in relevant thematic areas at regional level;
- Experience of coordinating networks or coalitions at the national or regional level, including working with membership organizations;
- Experience of developing and implementing capacity building activities for CSOs and other stakeholders;
- Experience working with a range of relevant stakeholders including national governments, the private sector, development and finance institutions.
- Proven experience in fundraising, including evidence of developing successful proposals;
- Experience of working in international coalitions or networks.

Desirable

- Experience in influencing the AfDB or other Multi-lateral development Banks and regional / international development institutions.
- French language capacity.

Funding and contractual arrangements

The available seed funding for the 17 months of the project is \$29,800. Detailed budgets, contractual arrangements, and reporting requirements will be agreed with the successful applicants.

Application process

Applications should be made on the template provided and will be reviewed by the ACCESS Coordination Group through a six-step process;

- Determination of eligibility;
- Technical review of eligible applications;
- Scoring and ranking of the suitable applications;
- In-person discussion with highest scored applicants;
- Provisional selection based on steps 1-4; initiation of compliance procedure
- Final selection of RCOs.

Guidelines for submission of applications

- Eligible CSOs must submit their applications and all related correspondence in English.
- Only proposals from eligible CSOs meeting the required eligibility criteria will be evaluated.
- The applicant must conform to the attached application template
- The applicant CSO must attach evidence of legal registration in the country
- Only one application can be submitted per applicant: if an organization wishes to submit a joint application, this will be the only application they can make.
- The deadline for submission of proposal is 3rd July 2020
- Completed applications should be sent to recruitments@kccwg.org copied to international.coordinator@access-coalition.org not later than the period stated above

Additional information

CAFOD

CAFOD is the official Catholic aid agency for England and Wales. In more than 40 countries across the world, we bring hope, compassion and solidarity to poor communities, standing side by side with them to end poverty and injustice.