



CALL FOR APPLICATIONS

RECRUITMENT OF THE ACCESS COALITION REGIONAL COORDINATING ORGANIZATION (RCO) FOR SOUTHERN AFRICA REGION

Terms of Reference

BACKGROUND

Access to modern energy is recognized as an essential enabler of sustainable development that is important for delivering Sustainable Development Goals (SDGs) like health, education, inclusive economic development, gender equality and climate action. Realizing SDG 7 - access to affordable, reliable, sustainable and modern energy for all by 2030 - is crucial for 789¹ million people across the world who still lack access to modern electricity, and 2.8² billion people do not have access to clean fuels and technologies. 87% of these people live in remote areas without access to electricity grids, and are referred to as the 'last mile'. The least-cost way of reaching most of them is through off-grid energy solutions powered by Decentralized Renewable Energy (DRE), but only minimal global financing flows to DRE and clean cooking compounding the situation further. Furthermore, energy planning in countries in sub-Saharan Africa does not prioritize energy access, particularly for last-mile communities. For these groups, energy access is given low political priority, with planning and service delivery approaches remaining top-down and not fully responsive to the needs of poor communities.

About ACCESS Coalition

Alliance of Civil Society Organizations for Clean Energy Access (ACCESS) is a global coalition of 70 CSOs and practitioners founded in 2014 whose mission is to 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 Asian countries with high levels of energy poverty. ACCESS aims to address three fundamental problems: (1) low integration of the energy needs of poor communities in energy sector planning and decision-making; (2) low understanding/uptake of the evidence-based and innovative approaches needed to deliver SDG 7 by governments and investors; and (3) low participation by communities and civil society in national and regional energy planning and decision making.

To address these challenges, ACCESS has developed a three-year Global Advocacy Strategy (2018-2021) with three goals that have been adopted as ACCESS workstreams. The two main goals are ensuring national implementation of SDG 7, and that AfDB investments scale up energy access undertaken by Working Groups. The third goal is a 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

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In 2019, ACCESS obtained core funding to set up a Secretariat based in Nairobi with an International Coordinator and Advocacy & Communications Manager. Seed funding has been obtained for the set up of regional hubs in East, West and Southern Africa for two years. The recruitment and selection of organizations to undertake ACCESS regional activities in East and West Africa has been concluded. These organizations, known as Regional Coordination Organizations (RCOs) or Regional ACCESS Nodes, ensure proper coordination, advocacy and learning focused on the three workstreams of ACCESS Coalition.

ACCESS Secretariat is hosted by the East Africa Node – the Kenya Climate Change Working Group.

About CAFOD

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

CAFOD is supporting ACCESS Coalition in an institutional strengthening project that began in 2019, for a duration of three (3) years. Core to the project is the set up of regional coordinating organizations in Sub Saharan Africa that will further the advocacy and capacity building work of ACCESS in Africa.

PURPOSE

The project aims to build the capacity of members of ACCESS in the Southern Region to advocate for energy access. It will support the coordinating organization in carrying out informed advocacy, and in engagement with policy and decision-makers and other relevant stakeholders like civil society organizations, development finance institutions and the private sector. Through this project to be undertaken in Zambia and the wider southern Africa region, we shall accelerate delivery of SDG7 (ensuring access to affordable, reliable, sustainable and modern energy for all by 2030).

CALL FOR APPLICATIONS

We are seeking a coordinating organization in Zambia to work with members, development practitioners and key stakeholders to develop and implement advocacy and capacity building activities at national level. We anticipate that this organization will also undertake a limited number of wider regional activities to be scaled up over the medium term, subject to additional funding. The organization will lead national and regional advocacy activities.

ACCESS, therefore, invites calls for applications for the role of Regional Coordinating Organization from CSOs with a strong track record of national level energy access advocacy in Zambia. The CSO should have demonstrable experience working in the wider southern Africa region.

KEY RESPONSIBILITIES

1. National Strategy development

The successful RCO will begin by developing context-specific advocacy & capacity building strategies linked to delivery of the ACCESS Global Strategy at the national level in Zambia. The strategy should identify entry points for feasible activities at the regional level, working closely with national and regional members, and the ACCESS Secretariat.

The RCO will be expected to have a clear methodology for strategy development that involves the following:

- a) Developing a roadmap for ensuring the strategy development process is inclusive and builds on existing and planned energy access work by members;
- b) Scoping key entry points for national and regional level advocacy including enabling environment changes required, and carrying out power mapping;
- c) 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;
- d) 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;
- e) Developing SMART objectives and success indicators;
- f) 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;
- g) Developing a detailed implementation plan once the strategy process is finalized and validated by members, working with the ACCESS Secretariat;
- h) Development of a monitoring and evaluation plan.

2. Delivery of advocacy activities

2.1 National SDG7 Implementation

The RCO 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 RCO will:

- a) Ensure regular communication with members and develop a strategy for member engagement, working with the secretariat;
- b) Ensure meaningful, timely and regular participation of members in planned activities;
- c) Ensure regular discussions and reporting back to members;
- d) Ensure proper management of financial resources and timely reporting to the contract manager (CAFOD) through KCCWG/ACCESS;
- e) Ensure regular communication and coordination on implementation of activities with ACCESS Secretariat
- f) 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;
- g) Build an understanding of key actors on the types of financing approaches and business models best suited to deliver energy access, particularly for the last mile;
- h) Build understanding and advocate for policy changes required to build a supportive enabling environment for energy access;
- i) 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);
- j) 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;
- k) Advocate for transparent and accountable monitoring and reporting on the impacts of national energy investments;
- l) 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 commitment by the African Development Bank to achieve universal energy access in Africa by 2025, there remains an in-built bias for fossil fuels both by the country governments and AfDB. This can be attributed to limited understanding of the development dividend that energy access can provide, and limited linkage of the role played by DRE and clean cooking in connecting last-mile communities. In efforts to influence the decisions of the Bank, the successful CSO, with support from the Secretariat, will undertake the following:

- a) Build strategic relationships with relevant key AfDB actors (shareholders, management, staff) at national and regional levels and advocate for scale up of energy access investments by the AfDB, particularly for DRE and clean cooking solutions;
- b) 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;
- c) 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;
- d) 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;
- e) Build the understanding of key AfDB staff and decision-makers nationally and at the HQ level, working with other groups and networks:
 - on the 'development dividend' that energy access can provide and its role in delivering the SDGs and climate action;
 - on the types of financing approaches and business models best suited to deliver energy access, particularly for the last mile;
 - on the need to support more inclusive and integrated approaches to planning and delivering energy services that maximize development impact and sustainability;
 - and advocate for AfDB to build a supportive enabling environment for energy access;
- f) 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 energy access advocacy and decision making 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 of key issues, challenges and best practices in energy access like planning and delivery of energy services. The role of the Learning Group is to provide a technical support service to increase the understanding and effectiveness of members and other stakeholders in energy access.

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:

- a) Undertaking a capacity assessment of ACCESS members in the focus country and wider region to identify gaps and develop strategies to address any gaps in order to enhance the effectiveness of their advocacy on SDG7 implementation and AfDB investments;
- b) Supporting knowledge exchange, capacity building and learning activities among the ACCESS members in the region through a range of channels, working with the ACCESS Advocacy and Communications Manager;

- c) Organising knowledge exchange and learning activities to build the understanding of key external actors and stakeholders. These learning and knowledge exchange areas in energy access are in areas of financing, decision and policy-making on gender and social inclusion, effective business modelling, planning, service delivery approaches and policy frameworks effective to reach 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 Southern Africa region and support regional level influencing. This will include:

- a) 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;
- b) Organize at least one strategy and/or capacity building activity involving members from the wider region;
- c) Support development of regional member engagement and communication strategies, working with the Advocacy and Communications Manager.
- d) Identify and represent ACCESS or support members to do so, where feasible, in strategic influencing opportunities at the regional level;
- e) Build relationships and identify opportunities for collaboration with key regional platforms/bodies and actors in energy access. Such bodies could include the SADC Centre for Renewable Energy and Energy Efficiency as well as regional civil society networks working on energy issues or nexus development issues;
- f) Identify additional funding opportunities to scale up regional level activities;
- g) 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.

Timeline

The project will be undertaken for a period of one year i.e from January to December, 2021.

Funding and contractual arrangements

The available seed funding for the 12 months of the project is \$29,900. Detailed budgets, contractual arrangements, and reporting requirements will be agreed on with the successful applicant.

Accountability

The RCO will be responsible to the International Coordinator. The Kenya Climate Change Working Group which is the host organization for the ACCESS Secretariat, based in Nairobi, will provide overall guidance and administrative support. The RCO will also work closely with the ACCESS Coordination Group (CG), Learning Group, SDG 7 Working Group and AfDB/ WorldBank Working Group.

ELIGIBILITY

Applicants must be members of ACCESS Coalition based in Zambia. For *network* organizations, at least one of the members of the network must be an ACCESS member. In their application, the CSO/network member must present a recommendation letter from at least three ACCESS members. One of the recommendation letters must be from a national ACCESS member and another from an ACCESS member from the wider region.

Required Experience

Applicants should show evidence of the following:

1. Sufficient capacity and experience in financial/budget management, administration and communications;

2. Proven expertise in energy access 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;
3. A track record of carrying out successful influencing activities at national level on energy access or other nexus SDG areas;
4. Delivery of advocacy activities in relevant thematic areas at regional level;
5. Experience coordinating networks or coalitions at the national or regional level, including working with membership organizations;
6. Experience developing and implementing capacity building activities for CSOs and other stakeholders;
7. Experience working with a range of relevant stakeholders including national governments, the private sector, development and finance institutions.
8. Proven experience in fundraising, including evidence of developing successful proposals;
9. Experience of working in international coalitions or networks.

Desirable Experience

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

Evaluation Process

Please note that only proposals from CSOs that meet the required eligibility criteria will be evaluated. The ACCESS Coordination Group will evaluate applications in a six-step process outlined below:

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

Guidelines for Submission of Applications

1. Applicants will be provided with an application template accessible on the ACCESS website and submit a filled template together with other required documents.
2. Eligible CSOs must submit their applications and all related correspondence in English.
3. The applicant CSO must attach evidence of legal registration in the country
4. 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.
5. The deadline for submission of applications is **18th December 2020**
6. Completed applications should be sent to recruitments@kccwg.org copied to international.coordinator@access-coalition.org not later than the period stated above.