

# TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

## GENDER EXPERT

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### **1 Project Background**

Motivated by the fact that 174.5 million ECOWAS citizens have no access to electricity (and 77 percent of them live in rural areas) and due to the strategic importance of energy in achieving sustainable development and poverty reduction in the ECOWAS region, ECREEE has designed a regional renewable energy off-grid project whose objective is to increase access to sustainable electricity services in the ECOWAS and Sahel region for household, commercial enterprises and public health and education facilities.

The project is funded by the World Bank and framed in the ECOWAS Program on Access to Sustainable Electricity Services (EPASES), directly contributing to the goals of the ECOWAS Regional Renewable Energy Policy (EREP) with a target to provide universal access to electricity to the region by 2030. Moreover the project contributes to the ECOWAS Policy for Gender Mainstreaming in Energy Access which has the goal of addressing barriers to the equal participation of women and men in the energy sector, and, among others, a target of increasing women's participation in the private sector to 25% by 2020.

Improving gender equality and social inclusion remains critical to fully realizing the development impacts of energy programs. Following the release of the World Development Report 2012, which emphasized that greater gender equality can enhance productivity, make institutions more representative, and improve development outcomes for the next generation, the World Bank has made gender mainstreaming a corporate priority. In practice, this translates into integrating a gender perspective throughout the operational cycle to

improve gender equity in project participation, benefits and opportunities.

The proposed project will comprise of 3 components.

- Component 1: Technical Assistance activities to improve off-grid market ecosystem for female and male entrepreneurs. These Technical Assistance activities will precede the other activities in the project and will be provided to all the project countries in parallel. These TA activities will be responsible for creating a gender-responsive ecosystem to implement the electrification activities within the project. In addition to regulatory support, the activities will include a private sector support facility that will support the start-up and growth of entrepreneurial solar firms in the target countries. Specific activities that would be included in this component are, market assessment studies, identification of barriers towards a regional harmonized market of solar products, development of private sector facilities, seed funding support to start-ups with good potential, attracting impact investors through matching grant schemes, developing a guarantee fund to mitigate the risk exposure of commercial banks to lend in new companies in the solar space and to mitigate the payment risk exposure from public institutions to the private service providers.
- Component 2: Electrification of Households and Commercial Enterprises: This component will support electrification using standalone solar systems in areas where load clusters do not exist and the best technical and financial solution is standalone solar systems. The key constraint for implementation of such programs has been identified as access to finance. This will be provided by means of one or more credit lines from the World Bank through selected Financial Institutions (FIs) in collaboration with the PIU. The FIs may include development banks, commercial banks, debt funds, leasing companies and micro-finance institutions. The credit lines will provide working capital and receivables financing to project developers (private sector enterprises - PSEs, small and

medium enterprises (SMEs) and productive end-users of solar power.) This facility will address key financing challenges such as lack of liquidity in the financial sector, lack of funding in local currency and foreign exchange, and limited capacity to provide collateral. Furthermore, to ensure that the project promotes women's entrepreneurship development, where feasible, credit will be provided to women-led energy enterprises or energy businesses that have specific goals of improving women's income generation capacity through energy access.

- Component 3: Support service providers to electrify Public Institutions. This component will support electrification of public institutions and community facilities using standalone solar systems. The total number of public institutions electrified under the project will be determined through multiple factors, including if and how the institutions' work directly contributes towards poverty eradication, advancing gender equality and women's economic development as well environmental sustainability. A lifecycle approach to electrification will be followed so that the program considers costs and service delivery associated not only with the initial installation, but also with ongoing operations, maintenance and equipment replacement. The sustainability of the project, particularly in terms of budgetary provisions beyond the life of the project, should be addressed to avoid stranded or failed systems.

The project preparation is targeting 19 countries, initially organized in 4 areas:

- 1- Area 1: Senegal, the Gambia, Mauritania, Guinea, Mali and Burkina Faso
- 2- Area 2: Sierra Leone, Liberia, Cote D'Ivoire, Ghana, Togo and Benin
- 3- Area 3: Niger, Nigeria, Chad, Central Africa Republic and Cameroon
- 4- Area 4: Cabo Verde and Guinea Bissau.

ECREEE has started the project preparation that is expected to finish in July 2018. The project aims to be implemented from July 2018 for a duration of 4 years.

ECREEE has set up a Project Implementation Unit (PIU) hosted at the ECREEE Secretariat in Praia, Cabo Verde.

This assignment is located at the ECREEE Secretariat in Praia, Cabo Verde. Under the overall guidance of the Executive Director, the Consultant will report to the PIU Coordinator.

## **2 Objectives**

The objective of this consultancy is to provide overall gender expertise and technical support to the ECREEE Project Implementation Unit to ensure gender mainstreaming in all the aspects of the project, and implementation of gender-specific actions under the project. This role is vital to support gender mainstreaming under the Regional Off Grid Electrification Project (ROGEP) and support the development of new gender and energy activities as necessary.

## **3 The Role of the Gender Expert**

In synergy with the ECOWAS Programme on Gender Mainstreaming in Energy Access (ECOW-GEN), the Gender Expert will support the PIU in all aspects of integrating gender considerations in project preparation and implementation.

The Gender Expert will report directly to the Project Coordinator.

**The specific tasks of the Gender Expert are as identified below:**

- i. Mainstream gender in all the project activities: The consultant will develop a detailed Gender Action Plan which will identify

concrete ways to integrate gender under project activities. Gender actions will ensure that project activities are designed to promote equal participation of women and men under the project activities. Gender actions will also aim to make that project activities are designed to promote that project's benefits equally available to and shared by women and men entrepreneurs. The Gender Action Plan will include guidance for private companies who will get access to finance under the project on producing gender impact assessments detailing possible gender related risks, remedial actions and proactive actions to ensure that positive gender impacts from these projects are maximized. The consultant will work together with the M&E expert to develop an M&E system that will include gender-sensitive indicators to track and measure gender outcomes.

- ii. Develop a gender-sensitive stakeholder map, and a stakeholder engagement/ communication strategy designed to ensure that both male and female stakeholders are consulted throughout the project's development and implementation.
- iii. Based on the stakeholder engagement/ communication strategy, ensure that efforts are made towards equal representation of women entrepreneurs/ beneficiaries in regional and national events and activities organized through this project.
- iv. Ensure that women stakeholders have equal opportunity to benefit from relevant training and capacity building activities under the project. Moreover, the consultant will ensure that training materials are gender-sensitive.
- v. Participate in the design and implementation of the activities of the ECOWAS Renewable Energy and Energy Efficiency entrepreneurship facility. The consultant, through participation in these activities should work to promote gender mainstreaming and equal participation and report on the gender responsiveness of this facility, and recommend corrective measures if necessary.

- vi. Participate in the elaboration of procurement documents to ensure that gender dimensions are included in procurements and that women have equal opportunities of benefiting from the opportunities through an outreach strategy that is designed to get as much women service providers aware of those opportunities.
- vii. Follow up and actively participate in the supervision of the implementation of hired services i.e. market assessment studies, assessment of trade conditions for renewable energy equipment in West Africa and review reports produced through this project to ensure that gender dimensions are incorporated and well analysed. The consultant will be in charge of overseeing that such reports are gender-responsive.
- viii. Provide reports reflecting progress on gender-sensitive indicators.
- ix. Promote the active participation of NGOs and civil society organizations, in particular but not limited to NGOs and civil society organizations working on gender equality, and gender and energy, in the project's preparation and implementation and act as focal point;
- x. Collaborate with the colleagues working on the ECOWAS Programme on Gender Mainstreaming in Energy Access (ECOW-GEN) to support gender mainstreaming in ECREEE's activities
- xi. Participate in other related activities as necessary.

The Gender Expert will provide inputs and support the PIU to prepare and submit a number of reports including:

- A detailed Gender Action Plan which will include gender actions designed for project activities, relevant gender indicators and a monitoring and evaluation plan on measuring gender outcomes (presented at the start of the assignment)
- Gender-inclusive stakeholder mapping and gender-sensitive stakeholder engagement/communication strategy;

- On-going monthly reports throughout project implementation, which will report progress on gender activities and relevant gender indicators;
- Gender-sensitive workshop reports and additional capacity building events on gender if planned;
- A final report detailing gender activities conducted and results achieved on gender mainstreaming in ROGEP on an annual basis;

The Consultant will provide inputs and support the PIU to prepare and submit a number of reports including:

- i. Quarterly interim report,
- ii. Annual reports.

**Work implies frequent interaction with the following:**

Representatives and officials in national and local governments, international organizations, regional intergovernmental organizations, non-governmental organizations (especially women organizations and youth groups), technical and scientific organizations, civil society, partners, private sector, commercial finance institutions.

#### **4 Deliverables and Timeline**

The following key milestones have been defined for the consultant. The consultant will elaborate on the milestones in the inception report:

- Within one month upon signing of the contract: Develop a gender action plan for the project activities which will identify gender entry points for project activities, step-by-step implementation of gender activities, and relevant gender indicators to measure impact of gender activities.
- Within 3 months:

- Gender-inclusive stakeholder mapping and gender-sensitive stakeholder engagement/communication strategy;
- Implementation of gender activities identified under the project and reporting on initial outcomes on gender.
- Within 6 months:
  - Continuation of implementation of gender activities in relevant project components and continuation of reporting on outcomes on gender;
- Within 9 months:
  - Continuation of gender mainstreaming in all the project components and reporting on gender outcomes;
  - Support the organization of the 2<sup>nd</sup> regional event and work to promote that the event includes female stakeholders;
  - Identify needs related with gender mainstreaming and design and deliver Technical Assistance to provide capacity building trainings needed;
  - If needed, update the gender action plan;
- Every month: Monthly report detailing progress on gender activities and reporting on gender outcomes, budget and work plan.

## **5 Qualifications and Experience**

- (a) The Gender expert shall have at least a university degree in social sciences or related fields, with an emphasis on gender, and
- i. At least 5 years post qualification experience in executing gender mainstreaming programmes;
  - ii. Specific experience in sustainable energy projects in West Africa;
  - iii. Proven experience in participating in similar donor funded projects (proven experience in working in World Bank projects would be an advantage);

- (b) Other required skills and competencies include:
- i. Strong planning, organization and time management skills and ability to manage multiple tasks;
  - ii. Capacity to be a member of a multi-disciplinary team, to provide advice and recommend actions;
  - iii. Proficiency in preparing and presenting reports;
  - iv. Proficient communication in oral and written English and French. Knowledge in Portuguese will be an advantage;
  - v. Very good interpersonal and communication skills, ability to manage relations with development partners, to work under pressure and handle politically and culturally sensitive issues.

Citizens of an ECOWAS member state are particularly encouraged to apply for this consultancy.

## **6 Resources and Facilities**

The Gender Expert will work closely with all PIU staff in performing the foregoing tasks on the basis of resources provided for under the budgeting system and of Procurement Guidelines accordingly agreed upon. In this respect a strong communication skill equipped with a high level of public relation is necessary.

## **7 Location and Duration of Services**

The consultant will be initially engaged until July 2018. At the expiration of this, basing on his/her performance and the commencement of the full project implementation, he/she may be engaged for up to 4 years. Extension of the duration of services shall be subject to mutual agreement between the parties.

The services will be provided at the ECREEE PIU office in Praia, Cabo Verde. The consultant is expected to be available in the ECREEE's office in Praia full time. Travels inside and outside the

country will be required and ECREEE shall be responsible for providing the Consultant with return air tickets and per diem for any field mission undertaken during his/ her assignment in line with ECREEE's travel policy.