



Consultancy for local facilitators in sustainable finance and impact investing for green and circular economy businesses in Morocco and Tunisia

(Local experts)

March 2021

Regional Activity Centre for Sustainable Consumption and Production United Nations Environment Programme - Mediterranean Action Plan (SCP/RAC)
Regional Centre Under the Stockholm Convention on Persistent Organic Pollutants Sant Pau Art Nouveau Site – Nostra Senyora de la Mercè Pavillion
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www.switchmed.eu

Consultancy for local facilitators in sustainable finance and impact investing for green and circular economy businesses in Morocco and Tunisia and recommendations on local policies for sustainable finance.

About the position

The Regional Activity Centre for Sustainable Consumption and Production (SCP/RAC) is seeking **2** local experts (1 in Morocco and 1 in Tunisia) to assist with activities leading to the facilitation of national Impact Investing Task Force to support the development of green and circular business and to strengthen the discussion about the need and role for more sustainable financial instruments in the Mediterranean.

The local expert (one for each Country) will be primarily responsible for:

- (1) supporting potential investors, donors and finance institutions to register to the web based services specially designed by the SwitchMed programme for this target group.
- (2) supporting the creation of a National Impact Investing Task Force with the aim of enabling the adoption of impact investing solutions for green and circular economy businesses creation.
- (3) facilitating the exchange of knowledge between the members of the National Impact Investing Task Force and other relevant stakeholders such as Business Support Organisations and traditional investors.
- (4) conducting a baseline assessment with respect to enabling impact investing for green and circular economy businesses at national level.
- (5) preparing an executive summary of the main findings of the above activities and recommending national solutions to enhance the development of an impact investing culture for supporting green and circular economy businesses.

The duration of this home-based consultancy is estimated at twelve months.

About SCP/RAC and the SwitchMed programme

The [Regional Activity Centre for Sustainable Consumption and Production](#) (hereinafter SCP/RAC) is a centre for international cooperation on development and innovation based on the sustainable consumption and production approach (hereinafter SCP).

The Centre is one of the Regional Activity Centres established in the framework of the UNEP/Mediterranean Action Plan (hereinafter UNEP/MAP), the programme of UN Environment established to support the member countries of the Barcelona Convention for the Protection of Marine Environment and the Coastal Region of the Mediterranean.

The Centre is based in Barcelona and it is legally hosted by the Catalan Waste Agency, a public service agency considered a reference organization in waste prevention and management and the promotion of circular economy.

The SwitchMed initiative aims to stimulate the creation of new and greater business opportunities and decent employment while reducing the environmental footprint of existing economic activities in the Southern Mediterranean. SwitchMed II is building upon the results of the first phase in order to further support and scale up the transition towards Sustainable Consumption and Production (SCP) practices which contribute to a green and circular economy in the region. To do so, the programme is using an integrated and comprehensive approach that targets and involves different actors, thereby addressing the transition at various levels.

The SwitchMed initiative is a key action carried out under EU-funded regional cooperation with the Mediterranean region and will be implemented by UNIDO; UN Environment, Economy Division; and SCP/RAC of UNEP/MAP, in close coordination with DG NEAR and the EUDs in the beneficiary countries.

Capitalizing on the lessons learned from SwitchMed I, the project is structured around three main components:

- 1) Direct support to the private sector
- 2) Creation of an enabling policy environment
- 3) Coordination, networking and communication

By the end of the project, through the scaling up and wide dissemination of results already seen in SwitchMed I, phase II is expected to see an increased number of green business activities, enhanced competitiveness of the private sector by adoption of resource efficiency production strategies, and a more cohesive and enabling policy environment for a sustainable and circular economy.

New companies and start-ups are key enablers of green and circular economy business models needed for the transition towards sustainable consumption and production patterns. Under the lead of the Regional Activity Centre for Sustainable Consumption and Production (SCP/RAC). Enhanced business support services are provided for both business support organisations and entrepreneurs to foster the creation, incubation and acceleration of sustainable business models.

How do we do this?

- By creating Switchers Support National Partnerships

The Switchers Support National Partnerships have been promoted by locally committed organizations supported by the Regional Activity Centre for Sustainable Consumption and Production (SCP/RAC) with the objective of triggering a conducive national support ecosystem for green and circular economy entrepreneurs. Our definition of the Switchers Support National Partnership is:

“A non-institutionalised voluntary association of public and private actors that cooperate on green business development services to achieve a mutually agreed-upon objective which can potentially benefit all the involved parties making available resources, skills and knowledge.”

The SCP/RAC supports the development of national partnerships offering technical and financial support. For more details, please visit: <https://switchmed.eu/start-ups-entrepreneurs/start-ups-national-partnerships/>

- By developing sustainable business development tools

SCP/RAC provides access to an innovative and powerful set of sustainable business development methodologies and tools.

- By supporting access to finance through the SwitchersFund

The SwitchersFund supports eco and social innovators through a blend of private and public money, technical assistance and grants. The SwitchersFund serves as a meeting place for private funders including foundations, private donors and impact investors, that can use it as a way to identify interesting projects in the Mediterranean that can be funded directly.

The experts recruited will contribute to the SCP/RAC effort to enhance the access to finance for sustainable business.

Approach for the assignment - Tasks A

SCP/RAC will recruit 2 consultants (one in each Country) to assist with the creation and facilitation of national Impact Investing Task Forces with the aim of enhancing the participation of potential impact investors in the programme' activities and to foster a sustainable finance culture in the Mediterranean.

The final outputs of these related consultancies will be: (1) Deliverable 1. 10 assisted and registered beneficiaries on the programme platform; (2) Deliverable 2. National Impact Investing Task Force Members identified; (3) Deliverable 3. 3 reports meeting; (4) Deliverable 4. Final report insights – National Report on Sustainable Finance - coming from the 3 National Impact Investing Task Force gatherings and desk research

The overall activities and corresponding actions to be implemented by the facilitators are set forth below.

Activity 1.1 Establish technical assistance mechanisms and engage with potential investors

The Technical Assistance Mechanism is the combination of different services provided such as the service mapping and investors' inventories; the access to a global platform where to check the Fund portfolio and a specific online training repository for investors, all combined with ad hoc match making events to meet potential investees.

Action 1 - Web-based services

The external expert/facilitator (appointed in each country by the SCP/RAC) will be responsible for supporting potential investors, donors and finance institutions to register to the web based services specially designed by the SwitchMed programme for this specific target group. The expert will have to promote the services and provide support to at least 10 beneficiaries that will be included in the web-based services database.

Deliverable 1. 10 assisted and registered potential investors, donors and finance institutions

Activity 1.2 National Impact Investing Task Force

To achieve and enhance the quality of the expected long term results of the SwitchMed and the SwitchersFund, it is advisable the creation of a National Impact Investing Task Force, that could closely work in collaboration with the Switchers National Partnerships.

Action 2 – Creation of a National Impact Investing Task Force – role and composition

With the aim of stimulating the local discussion between potential investors, private and public Finance Institutions, Donors and other relevant stakeholders about the needs and opportunities to advocate for and promote the adoption of sustainable finance solutions on benefit of a more resilient business ecosystem, the SwitchMed project promotes the creation of a National Impact Investing Task Force. The National Impact Investing Task Force will be composed by at least 3 members representing the investors' voice from inside or outside the Switchers Support National Partnership (SNP). The SwitchMed and the SwitchersFund are committed to achieve long-lasting durable outcomes, therefore, the ultimate scope of the National Impact Investing Task Force should be to provide advice to the SNP within and beyond the lifetime of the project to guarantee a continuous dialogue at ecosystem level together with a long term effect when it comes to the systematic changes that the programme foreseen.

At this purpose the National Impact Investing Task Force, facilitated by the external experts, should meet regularly (3 times per year) the SNP in an attempt of mutual information and to provide support on specific questions linked to the emerging of sustainable finance initiatives in the country.

The 3 members (previously identified by the experts among a pull of Impact Investors), appointed in agreement with the SCP/RAC and assisted by the external facilitator, will collaborate with the SNP to:

- Facilitate the alignment between finance offer and finance demand;
- Stimulate and promote the adoption of investing for impacts initiatives;
- Cooperate to integrate sustainable finance principles at ecosystem level;

The external expert, will also provide the SCP/RAC with a collection and elaboration of the inputs coming from the National Impact Investing Task Force. This collection, that can be prepared via questionnaires, interviews, focus or working group methodologies, will be performed at least 3 times during the duration of the assignment of the expert contract.

The external expert from each involved country will be responsible for facilitating constant and productive discussions and knowledge exchange, focused on sustainable finance, among the members of the National Impact Investing Task Force. This knowledge exchange exercise can be achieved with different tools, such as the establishment of a Working Group (WG) or the adoption of any other tool to facilitate the discussion (creation of a community, expert focused group etc.)

A SCP/RAC team member will also participate to this activity that will see the facilitator and the Impact Investing Task Force members coming together, regularly each 4 months during the duration of the contract, to mutually inform and provide support regarding:

- How the BSOs can improve their services to answer both to the investors' needs and investees' demands?
- Facilitate the Potential Investors' support to the Switchers
- To constant monitoring and evaluating the demand for finance
- To improve the quality of the match-making activities
- Collect, share and discuss best practices that could be discussed in bigger forum and represent an inspirational starting point for other cities/regions/ when it comes to an ecosystem approach.

The external expert/facilitator will be also responsible for the identification of relevant local seminars, workshop discussion and events offering the opportunity to promote the participation of the WG members as well as SCP/RAC, allowing learning from peers and providing communication opportunities for the activities carried out.

The external expert/facilitator, will support the SCP/RAC to gather the insights collected during the meetings of the Task Force and to elaborate a national state of the art including a trends/perspectives review based on desk research and that will be the base for local policy recommendation. At this porpoise the SCP/RAC will share previous reports and documents that could help the facilitator with the collection of information.

Deliverable 2. National Impact Investing Task Force Members identified

Deliverable 3. 3 reports meeting

Deliverable 4. Final report insights – National Report on Sustainable Finance - coming from the 3 National Impact Investing Task Force gatherings and desk research

Schedule for deliverables

Deliverable	Estimated deadline
Deliverable 1	10 months after start of assignment
Deliverable 2	One month after start of assignment
Deliverable 3	Month.3 Month.7 Month.10 after start of assignment
Deliverable 4	End of assignment

Budget for the assignment

There is a maximum of 7,500 Euros (all taxes included) available for this assignment.

Consultant profile

- Higher university education (minimum of a Masters' degree or equivalent) in social sciences, business/entrepreneurship, economics, political sciences or related field. A minimum of five years of equivalent experience may be accepted in lieu of higher university education.
- Knowledge of the local finance sector, of the local business support ecosystem, knowledge of the basic concept of impact and social investment.
- Strong demonstrated experience in working group facilitation.
- Knowledge of the policy, institutional and legal framework related to green businesses is highly desirable.
- Strong methodological skills.
- Strong writing skills in English.
- Language skills: Fluency in French (for the assignments in Morocco, Tunisia) and Arabic; good command of English would be an asset.

Location

This is a home-based assignment, however, frequent communications with SCP/RAC will be carried out using teleconferences and other electronic means.

Application procedure and deadline

Applicants will submit a proposal package for the assignment including:

- Applicant profile and project references of relevance to the assignment (two pages maximum).
- The résumé(s) of the proposed personnel for the assignment.
- A proposal for the assignment including:
 1. A technical offer (two pages maximum) describing the proposed approach for the implementation of the actions.
 2. A financial offer.

A template for the proposal is provided in Annex 1.

Important: The header of the **technical and financial offers** must clearly note the candidate's data (Name, address, country, telephone, email and fiscal identity number or other official number) and those of the Contractor: « Regional Activity Center for Sustainable Consumption and Production / Agència de Residus de Catalunya / Carrer Dr. Roux nº 80 / 08017 Barcelona, Spain / NIF: **Q-5856373-E** ».

There is a maximum of € 7,500 (all taxes included) available for this assignment.

- The banking form provided in Annex 2, duly completed by the applicant.

Proposal packages should be prepared in English or French and sent via email to cpani@scprac.org with the subject line "SwitchMed – facilitators in sustainable finance and impact investing for green and circular economy businesses".

Proposals will be accepted until midnight (Central European Time) on 23 March 2021.

All applicants will receive an email to confirm receipt of their proposal.

Selection criteria and notification

Proposals will be evaluated according to the following criteria:

Points	Criteria
Maximum 50 points	Quality of the proposed approach to achieve the objectives of the Tasks A (technical offer)
Maximum 30 points	Profile and project qualifications
Maximum 20 points	Financial offer

Only short-listed applicants will be contacted for a phone interview. The successful candidate will be notified by email about their selection for the assignment.

Payments

The payment schedule is the following:

- Submission and approval of Deliverable 2: 20% of the contract value
- Submission and approval of Deliverable 3: Months 3 and 7 30% of the contract value
- Submission and approval of Deliverables 1, 3 and 4: 50% of the contract value

Payments will be made within a maximum of 60 days of receipt of the duly submitted invoice, in accordance with European procurement rules. The Contractor is not responsible for banking costs that might be applied by the consultant's bank, or for fluctuations in currency exchange rates.

Annex 1

Proposal template

From:

Name: XXXXXX

Address: XXXXXXXXXXXXX

Country: XXXXXXXXX

Phone:

VAT n° or Tax ID: xxxxxx

To:

**Regional Activity Centre for Sustainable Consumption and Production
Agència de Residus de Catalunya**

**C/Dr. Roux núm. 80
08017 Barcelona, Spain
NIF: Q-5856373-E**

1) Technical offer

The proposed approach for:

- a The implementation of the expected actions (Task A).

2) Financial offer

- a Statement of the proposed personnel, their daily rates and the estimated number of working days for the assignment (1 day = 8 working hours), as well as any other proposed expenses related to their work.

