

Terms of Reference

KfW Consultant

1. Background

MSI Reproductive Choices (MSI) is a global sexual and reproductive health and rights organisation. We take a mixed health systems approach to scaling up access to quality sexual and reproductive health (SRH) services. We deliver SRH services to last-mile communities via mobile outreach teams and roving providers, we operate our own social enterprise PHC, SRH and maternity clinic networks, and we work with the private and public sectors to strengthen their capacity. Every day 80,000 people access SRH services delivered or supported by MSI's 37 country programmes. The service delivery is complemented by a large-scale social marketing program and 33 contact centres that support self-care and make referrals.

This work is funded by a range of institutional donors, multi-laterals, foundations and private individuals. MSI is growing its portfolio of KfW grants and seeks a consultant to strengthen its capacity to manage these at a global and country level.

2. Assignment

MSI seeks a consultant who can support MSI to deepen its understanding of working with KfW funding. This should go well beyond KfW's documented policies, procedures and contractual terms and draw on the consultant's first-hand experience of working with or for KfW.

The outputs of the consultancy should include:

1. Written orientation to the KfW contract components and how they differ to standard grant agreements.
2. KfW-specific written guidance and checklists for key contractual deliverables and project milestones:
 - Budgeting.
 - Project set-up.
 - Procurement.
 - Monitoring, evaluation, research and learning.
 - Sub-awards.
 - Financial management and reporting.
 - Narrative reporting.
 - Auditing.
3. KfW-specific advice on relationship management.
4. A MS PowerPoint for an inception workshop.
5. A virtual training for a small cohort of country programmes and global support office staff covering the above.

MSI would like this exercise completed at the earliest opportunity, on a part-time or full-time basis.

3. Consultant profile

MSI is looking for an individual who offers:

- Significant experience working with or for KfW, throughout the project cycle from design to close out.
- First-hand experience of the transaction costs associated with managing KfW grants.

4. Application process

MSI requests proposals from consultants, outlining their experience, estimated days, daily rates and availability.

Prospective consultants may contact MSI to discuss the assignment further.

Proposals should be submitted to monica.encinas@msichoices.org by 12th November 2023.

The contracting process will take up to 2 weeks.

The consultancy will be subject to a non-disclosure agreement.