

Annex 1 Scope of Work

II.1. Background

Women and girls, especially from underrepresented and marginalized groups, are disproportionately affected by natural and climate disasters given that they represent the majority of the world's poor and are proportionally more dependent upon threatened natural resources. While these populations often bear the brunt of climate risks and disasters, they are also critical stakeholders at the front lines of climate mitigation and adaptation. Yet, women and girls worldwide face systemic inequities that inhibit their ability to adopt, create, harness, and scale climate solutions, including gender-based violence (GBV), time poverty,¹ exclusion from decision-making spheres, lack of access to and control over land and natural resources, and the inability to access financial resources and tools to increase their socio-economic resiliency and security. These barriers prevent women and girls from playing an active role in the economy, thus limiting opportunities for upward mobility. This creates a vicious cycle that threatens the livelihoods, health, safety, and security of these populations along with those of their families and communities.

Given these deep and systemic barriers, gender equity and inclusive finance are critical to addressing the climate crisis. With their unique skills and knowledge, women and girls, in all their diversity, understand what their communities need, and this knowledge makes them powerful change agents in designing and implementing climate solutions that benefit their families and communities. However, gender equity is poorly integrated or not incorporated at all in the broader climate finance ecosystem. While investors channeled more than \$600 billion into climate-related investments in 2021, investments made with a gender-lens received less than \$20 billion – a huge shortfall in finance needed to catalyze inclusive climate-related solutions for broad impact.² This gap further emphasizes the need to support and elevate women and girls as an integral part of the climate movement. This requires reducing the market barriers that prohibit them from accessing finance, empowering them as critical leaders through networks and mentorship and equipping them with tools to actively bring localized climate solutions to fruition.

In response to the challenges and recognizing that there is a critical opportunity to drive systemic change, USAID and Amazon have launched a public-private partnership – the Climate Gender Equity Fund (CGEF, or the Fund) - focused on addressing the gender inequities that exist for women in the climate finance ecosystem and to support female entrepreneurs and leaders with the resources necessary to accelerate climate change innovations. Launched with an initial commitment of \$6 million between USAID and Amazon, the Fund seeks to raise at least \$60 million in capital from donors, corporations, and other key actors. With a global mandate, this new initiative will increase access to climate finance for investment vehicles, intermediaries, businesses, and community-based organizations working to support gender-responsive and/or women-led climate solutions in the developing countries where USAID operates. It will also fund efforts to facilitate an increase in the number of women accessing the networks and technical skills needed to accelerate climate change technologies. Implemented by USAID's Climate Finance for Development Accelerator (CFDA), CGEF is a critical tool for achieving sustainable and inclusive climate action that puts women and girls at the forefront of an equitable and just transition.

II.2. Scope of Work

The primary objective for CGEF is to increase access to finance for intermediaries, investment vehicles, businesses, and community-based organizations developing and scaling women-led and women-benefitting climate solutions. To achieve this objective, CFDA will competitively **select an organization eligible to receive U.S. tax deductible donations from all types of donors, including U.S. C Corporations,** to act as the Fund Manager. The organization will be responsible for managing start-up, operations, and administration of the Fund through a subcontract with Chemonics, the implementer for CFDA. Although

the Fund is a grants program, several elements make this public-private partnership innovative in its approach. First, USAID will support the overall costs related to administration, management and technical assistance while the Fund Manager will be responsible for receiving charitable donations from corporations and donors. This allows the Fund Manager to pass through 100% of those funds directly as grants. Second, CGEF aims to leverage its grants to catalyze additional investments from the private sector, creating a multiplier effect to elevate women in climate finance and support gender equity and equality throughout the broader climate finance ecosystem.

During the period of performance (3 years with 1 option year), the Fund Manager will be responsible for issuing grants through a competitive selection process. It is anticipated that the Fund Manager will issue multiple rounds of funding to include a focus on the following themes to achieve CGEF's objective:

- Support **intermediaries facilitating financing to businesses and organizations** at the intersection of gender and climate. This could include, but is not limited to, business service providers, advisory firms, accelerators, incubators, non-bank financial institutions, as well as network and field building associations.
- Support the development and scale of innovative business models (e.g., technologies, products, and services) that are gender-responsive and climate smart by directly financing women-led and women-benefiting **businesses and investment vehicles** (e.g., debt and equity funds). CFDA and the Fund Manager will provide additional technical assistance, capacity building and access to networks to further link the businesses and investment vehicles to large sources of climate finance.
- Drive thought leadership, policy engagement and community advocacy on gender-responsive climate finance including identifying and removing systemic market barriers for women accessing finance. This may include **grassroots or community-based organizations** working on the frontlines of gender equity and climate finance.

Illustrative CGEF grants may include, but are not limited to, grants that:

- De-risk private investment in gender-responsive climate solutions, such as technologies, products, or services that will reduce, avoid, or sequester CO₂ and other greenhouse gasses, in ways that empower women and girls, and build climate smart and resilient value chains and communities.
- Facilitate partnerships with incubators, accelerators, asset managers, or private equity/debt funds, especially women-led entities, focused on increasing finance to and capacity of women-led, women-benefiting, and/or gender-responsive climate businesses.
- Provide catalytic capital to scale blended finance vehicles investing technologies, products, or services to address issues at the nexus of climate change and gender inequality.
- Support local financial institutions to develop and increase gender-equitable access and uptake of new and/or innovative products and services, e.g., climate insurance.
- Support women's adoption, uptake, and scale of climate mitigating and adaptive technologies and business models.
- Provide capacity building or technical assistance to local gender equality grassroots or community-based organizations or women's associations working to identify and remove systemic market barriers and create a robust ecosystem for gender-responsive climate finance.

While this engagement will be a subcontract between CFDA and the Fund Manager, the Fund Manager will also be required to coordinate and work closely with USAID, Amazon and other corporations and donors serving on the CGEF Advisory Committee. All grants issued by the Fund Manager must be in accordance with industry best practices, to be detailed by the Fund Manager and approved by the CFDA. At a minimum, the Fund Manager will be responsible for the following:

- Administration and management of the Fund. This includes:
 - Designing and managing the grants selection processes and procedures
 - Mobilizing and supervising an experienced grants management team
 - Organizing grant selection committees
 - Developing grant funding round solicitations, to be approved by the Advisory Committee (AC)
 - Managing a competitive and transparent evaluation process
 - Selecting key climate finance and gender impact results for each grant, in collaboration with CFDA and in accordance with recommendations by the AC
 - Drafting awards and disbursing funds to awardees and
 - Monitoring grant recipients' implementation progress and collecting data on activity outcomes
- Consulting with CFDA on best practices and procedures for grants portfolio management.
- Facilitating and managing contributions from corporate partners and other donors to the Fund,
- Supporting donor engagement and fundraising meetings in collaboration with USAID, Amazon, and CFDA.
- Supporting outreach and marketing efforts for the Fund, including the development and dissemination of communications materials on CGEF impact and outcomes.
- Reporting semi-annually on key performance indicators (KPIs) on the Fund Manager's performance, Fund progress, and results from grant recipient activities. , Fund Manager KPIs and expected grant recipient results will be established upon award (see below).
- Supporting CFDA in their role as the secretariat to the AC, which includes USAID, Amazon as well as other corporate partners and donors. This includes support in the formation and operations of the AC.

II.3. Period and Place of Performance

The anticipated period of performance for the IQS is three years from the date of subcontract award plus one option year for a total possible period of performance of four years from the date of subcontract award.

The primary place of performance for the Subcontractor will be in the U.S. However, the CGEF is global and intended to support and amplify partnerships with firms and organizations operating in the emerging and frontier markets where USAID operates.

II.4. Staffing

The offeror shall propose candidates for the **2-4 key personnel** that are available to work on a recurring basis on one or more STOs issued under the IQS.

II.5. Expected Deliverables

This is an indefinite quantity type subcontract with STOs issued hereunder priced on a T&M basis. The work days ordered and/or deliverables will be determined on a task order basis.

II.6. Illustrative Deliverables and Key Performance Indicators

II.6a. Illustrative key performance indicators

The final list of KPIs that the Fund Manager will be responsible for reporting semi-annually will be determined during subcontract negotiations, but may include:

- Number of entities receiving finance through CGEF that advance both gender equity and climate goals
- Value or percentage of grants disbursed to entities that advance both gender equity and climate goals disaggregated by -
 - Businesses:
 - Women-benefiting¹
 - Women-owned, managed, or controlled²
 - Enterprise size³
 - Organizations⁴:
 - Women-benefiting
 - Women-owned, managed, or controlled
 - Investment vehicles:
 - Women-benefiting
 - Women-owned, managed, or controlled
- Percentage of total CGEF funds that have been disbursed to entities that advance gender equity and climate goals
- Average time between end date of grant recipient periods of performance and grant closure by the Fund Manager

The Fund Manager will also be responsible for collecting data from grant recipients. The expected results will be discussed during a co-creation workshop shortly after the award and approved by the AC.

Illustrative expected results from grant recipients may include:

- Number of women-led and women-benefiting organizations with improved capacity to assess, address, or adapt to climate change.
- Number of local women participating in a substantive role or position to lead the adoption, uptake, or scale of climate mitigation or adaptation technology as a result of CGEF assistance
- Number of women climate entrepreneurs reporting an increase in business income and/or financing following CGEF support

¹ Any product or service that is intentionally targeted towards women and/or girls and/or addresses critical barriers to their economic participation and success. This includes products and services that: are designed for women's unique needs; address a problem that disproportionately impacts women; have a majority of women customers; and/or have a majority of women beneficiaries. Potential products that qualify are those that enable women to increase their: safety or security; access to finance or to markets; access to health (including sexual and reproductive health); access to education; and/or time savings. Practitioners should be able to provide a rationale for how the product/service disproportionately benefits women. (Source: [How-to-measure-the-gender-impact-of-investments.pdf \(cdcgroup.com\)](#))

² Ownership: To qualify, one or more women must have 51 percent direct ownership. Managed: The woman must hold the highest officer position, manage it on a full-time basis, and devote full-time to the business concern during the normal working hours of the business concern in the same or similar line of business. Controlled: The management and daily business operations of the concern must be controlled by one or more women. Control means that both the long-term decision making and the day-to-day management and administration of the business operations must be conducted by one or more women. (Source: [USAID EMD Standard Indicator Definitions.xlsx \(marketlinks.org\)](#))

³ Enterprise size: USAID defines microenterprise as those with 10 or fewer employees (full-time equivalent or FTE). Given the diversity of contexts and sectors in which USAID works, what may be considered a small and medium enterprise can vary. OUs may apply what makes sense for the context, however, a small enterprise is one with 11-49 employees (FTE) and a medium enterprise is 50-249 employees (FTE) averaged over a year to account for seasonal or cyclical hiring.

⁴ This could include service providers, advisory firms, accelerators, incubators, as well as network and field building associations.

- Value (and leverage ratio) of financial resources mobilized⁵ as a result of catalytic grants disbursed by CGEF disaggregated by -
 - Businesses:
 - Women-benefiting
 - Women-owned, managed, or controlled
 - Enterprise size
 - Organizations
 - Women-benefiting
 - Women-owned, managed, or controlled
 - Investment vehicles:
 - Women-benefiting
 - Women-owned, managed, or controlled

II.6b Deliverables

Through the T&M sub-task orders, the Fund Manager shall provide labor to Chemonics. The Fund Manager will provide specific deliverables over the course of implementation. These deliverables will be negotiated further during the award process and are likely to include the following at a minimum:

Templates

- Evaluation matrix
- Grants procedures manual
- Grant solicitation funding rounds
- Pre-award due diligence checklist
- Grant agreement
- Grantee financial and technical reports

Funding rounds

- Pipeline report of potential grantees
- Approved solicitation
- Proof of disbursement of grant funds
- Short summary reports of grant site visits (in-person, or virtual)
- Grant-level KPI verification documents

Recurring deliverables

- Semi-annual financial and impact reports
- Environmental monitoring report
- Final report at end of period of performance

Pay for performance

- Verification documentation for Fund Manager KPIs, targets TBC

The deliverables schedule will be determined on a STO basis.

⁵ Financial resources mobilized can include matching funds from the grant recipient, other donors, private sector investment, program income, and other non-USG contributions to the grant objectives