



## TERMS OF REFERENCE FOR IC CONTRACT

Consultancy: Financing Individual Giving Fundraising Programme Expansion in LAC Region and Globally

<b>TERMS OF REFERENCE (to be completed by Hiring Office)</b>	
<i>Hiring Office:</i>	UNFPA – Latin America and the Caribbean Regional Office
<i>Purpose of Consultancy:</i>	<p>The purpose of this consultancy is to explore, design, and develop innovative financing modalities aimed at expanding the Individual Giving Programme (IGP) in the Latin America and Caribbean (LAC) region that are scalable at global level. The IGP is a critical component of UNFPA’s resource mobilization strategy, necessitating sustained investment to ensure its growth and success. Effective management of these resources is essential to maximize the return on investment and advance the UNFPA mandate within the region.</p> <p>Given the context of limited internal resources available for investment, it is imperative to identify and implement strategic financing solutions that can support the IGP’s expansion. This consultancy will therefore focus on creating viable investment options looking at different options that align with UNFPA’s goals.</p>
<i>Background and scope of work (Description of services, activities, or outputs)</i>	<p>UNFPA has established a highly successful Global Individual Giving Programme (IGP), demonstrating strong performance across various regions. In October 2024, a market expansion strategy will be launched to test the IGP's potential in several high-opportunity countries, including Mexico and Brazil. These markets have been identified as key to scaling the program's impact in the Latin America and Caribbean (LAC) region.</p> <p>To sustain the momentum of IGP growth in these initial markets and to facilitate further expansion into other LAC countries and other regions, UNFPA must develop a robust financing model tailored to the unique dynamics of the region. This model must align with UNFPA's rules and regulations, ensuring compliance while effectively supporting the program's scalability. Establishing this financing framework is essential to unlocking the full potential of the IGP in the LAC region and globally, enabling UNFPA to mobilize resources more effectively and advance its mission across the region.</p> <p>The consultant will be responsible for the following tasks:</p> <p><b>Analyzing the financing modalities for IGP available in the market:</b></p> <ul style="list-style-type: none"> <li>● Review and map external IGP investment modalities: Conduct a thorough analysis of the investment modalities available outside the organization at regional and global level, with a particular focus on those that do not rely on internal grants from UNFPA. This will help identify alternative funding mechanisms that can be leveraged to support the expansion of the Individual Giving Programme (IGP).</li> <li>● Review and map cross-industry investment modalities: Explore and analyze investment models from other sectors, such as International Financial Institutions (IFIs), startups, and other relevant industries. The goal is to identify innovative approaches that could be adapted and applied to the IGP to enhance its effectiveness and sustainability.</li> <li>● Review and map relevant UNFPA policies, rules, and regulations: Examine the existing UNFPA policies, rules, and regulations that govern investment practices. The objective is to ensure that any external or cross-industry modalities identified can be adapted to fit within UNFPA’s regulatory framework, making them suitable for implementation within the organization.</li> </ul> <p><b>Design 2 possible financing modalities for IGP:</b></p> <ul style="list-style-type: none"> <li>● Design two feasible financing modalities for IGP in the region prioritizing those that are applicable to other regions and globally: Develop two</li> </ul>

	<p>practical and innovative financing models tailored for the Individual Giving Programme (IGP). These models could include options such as Revolving Funds, Impact Investments, Guarantees, Rolling Funds, or similar mechanisms. Importantly, these modalities should be designed to operate without requiring additional internal investments from UNFPA, relying instead on external funding sources or self-sustaining financial structures.</p> <ul style="list-style-type: none"> <li>• Develop comprehensive financial scenarios: Create detailed financial scenarios for each proposed financing modality, outlining potential revenue streams, required investments, and projected financial outcomes. These scenarios should also include a thorough assessment of associated risks and propose effective mitigation strategies to ensure the financial viability and sustainability of the IGP under these models.</li> </ul> <p><b>Develop the modalities:</b></p> <ul style="list-style-type: none"> <li>• Develop a comprehensive Road Map for implementation: Create a detailed Road Map outlining the steps required to implement the proposed financing modalities. This should include a timeline, key milestones, and a thorough mapping of any gaps or enabling factors that could influence the successful execution of these models. Identifying and addressing these elements early will be crucial to ensuring a smooth implementation process.</li> <li>• Map necessary partnerships for implementation: Identify and map the key partners required to bring these financing modalities to fruition prioritizing those that could roll out these financing modalities at regional and global level. This should include both internal stakeholders within UNFPA and external entities such as financial institutions, NGOs, and other relevant organizations that can provide the expertise, resources, or support needed to implement these models effectively.</li> <li>• Engage with identified partners to initiate implementation: Actively reach out to the partners identified in the mapping process to begin discussions on collaboration and implementation. Establish clear communication channels and collaborative frameworks to ensure that all parties are aligned and ready to move forward with the implementation of the financing modalities.</li> </ul>
<i>Duration and working schedule:</i>	<p><b>Consultancy Start Date: 30 September 2024.</b>  <b>Final Comprehensive Report Submission: 23 December 2024</b></p>
<i>Place where services are to be delivered:</i>	<p>The consultant works remotely and must have his/her operational capabilities (office, information technology, and communications).</p>
<i>Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):</i>	<p><b>Deliverables/Products:</b></p> <p>1) Comprehensive Report on Financing Modalities Analysis</p> <p>Description: A detailed report that reviews and maps external IGP investment modalities, cross-industry investment models, and relevant UNFPA policies, rules, and regulations. This report will provide insights into the feasibility and adaptability of various financing options for the IGP within the UNFPA framework.</p> <p>Timeline: Completed by 20 October 2024.</p> <p>2) Design of Four Feasible Financing Modalities</p> <p>2.1 Description: A document outlining two practical and innovative financing models tailored for the IGP in the LAC region. This deliverable will include a clear description of each modality, its operational framework, and alignment with UNFPA’s strategic objectives.</p>

	<p>2.2 Description: A document outlining two practical and innovative financing models tailored for the IGP at the global level. This deliverable will include a clear description of each modality, its operational framework, and alignment with UNFPA’s strategic objectives</p> <p>Timeline: Completed by 10 November 2024.</p> <p>3) Financial Scenarios and Risk Assessment Report</p> <p>Description: A comprehensive report detailing financial scenarios for the proposed financing modalities, including revenue projections, required investments, and a risk assessment with corresponding mitigation strategies. This document will provide a clear understanding of the financial implications and sustainability of each modality.</p> <p>Timeline: Completed by 30 November 2024.</p> <p>4) Implementation Road Map</p> <p>Description: A detailed Road Map for implementing the proposed financing modalities, including a timeline, key milestones, gap analysis, and identification of enabling factors for the region as well as a plan to expand it globally and to other regions. This document will serve as a practical guide for UNFPA to follow in the rollout of the financing models.</p> <p>Timeline: Completed by 10 December 2024.</p> <ul style="list-style-type: none"> <li>● Partnerships Mapping and Engagement Strategy</li> </ul> <p>Description: A report that maps out the necessary partners for implementing the financing modalities and outlines an engagement strategy to initiate collaboration. This deliverable will include identified partners, proposed collaboration frameworks, and initial contact efforts.</p> <p>Timeline: Completed by 20 December 2024.</p> <ul style="list-style-type: none"> <li>● Final Delivery Date:</li> </ul> <p>23 December 2024: Final revisions and consolidation of all deliverables into a comprehensive final report for submission.</p>
<i>Monitoring and progress control, including reporting requirements, periodicity format and deadline.</i>	Monitoring and progress carried out and documented by e-mail. Coordination and follow-up done through virtual meetings.
<i>Supervisory arrangements:</i>	Under the overall supervision of the Resource Mobilization and Partnerships Adviser, and in coordination with the IGP team.
<i>Expected travel:</i>	N/A
<i>Required expertise, qualifications and competencies, including language requirements:</i>	<ul style="list-style-type: none"> <li>● At least 7 years of experience in the field of investment modalities, and/or innovative finance, economics, individual giving programme development. English and Spanish are required. Experience working with international organizations is desirable.</li> <li>● Demonstrated ability to analyze complex data and convert them into investment proposals.</li> <li>● Excellent writing and editing skills</li> <li>● Ability to work independently and as part of the team</li> <li>● Ability to work quickly and meet tight deadlines</li> <li>● Knowledge of the economic context in Latin America and the Caribbean, including IFIs and Development Banks.</li> </ul>