



ECOWAS Centre for Renewable Energy and Energy Efficiency (ECREEE)

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REQUEST FOR EXPRESSION OF INTEREST

Financial Management Specialist ECREEE Desert-to-Power Initiative Projects

1. PROJECTS BACKGROUND

The Sahel region has significant solar energy potential but faces challenges such as inadequate generation capacity, heavy reliance on fossil fuels, significant energy access deficit, poor infrastructure, and weak policy and regulatory frameworks.

The African Development Bank's flagship Desert-to-Power (DtP) initiative is complementing national and other regional efforts at addressing energy sector challenges in the Sahel. The initiative aims to harness the solar potential of the 11 Sahelian countries to deploy 10 GW of solar photovoltaic (PV) by 2030 and provide access to electricity to around 250 million people who currently lack it, through a combination of on-grid and off-grid solutions. The first phase of the DtP program targets Burkina Faso, Chad, Mali, Mauritania, Niger, Nigeria, and Senegal.

a) West Africa Regional Energy Program (WAREP)-Phase 1

The West Africa Regional Energy Program (WAREP) seeks to catalyze growth in access to electricity by addressing primarily financial barriers to private sector-led distributed power generation and mini-grid development from renewable energy in the Member countries of the Economic Community of West African States (ECOWAS). It is a component of the African Development Bank's flagship renewable energy and economic development initiative known as the "Desert to Power" (DtP) program and will be implemented by the ECOWAS Centre for Renewable Energy and Energy Efficiency (ECREEE). A second component of the DtP is the "Regional Interconnection component which will be implemented by the West African Power Pool (WAPP).

WAREP aims to accelerate the development of decentralized energy solutions and support an ECOWAS regional certification training program and information dissemination. The components of the Program include (i) decentralized energy solutions to develop an actionable regional mini-grid program; (ii) support of a regional capacity building and certification program targeting mass training of technicians and craftsmen and relevant stakeholders (iii) support of the Project Implementation Unit (PIU) in the quality control and supervision of the program, including the activities and operating costs for the PIU.

b) Regional Technical Assistance Program for the Sahel (ReTAPS)

The Regional Technical Assistance Project covers Burkina Faso, Chad, Mali, Mauritania, Niger, Nigeria and Senegal and is a core component of the African Development Bank's Desert to Power (DtP) Initiative. It aims to provide technical assistance to create an enabling environment for solar power projects in the Sahel while unlocking private sector investments in both the on-grid and mini-grid space. Its specific goals are to:

- Strengthen the regional environment for regulating and operating regional renewable energy projects.
- Provide advisory services to assist the Sahel regional countries in the preparation, negotiations construction, and supervision of projects.
- Incentivize private sector investment in solar projects across the region.

Overall, the proposed operation consists of **five components**. The **first** component will provide support for the preparation of studies and provision of technical assistance for on-grid and decentralized solar projects. The **second** component will focus on implementing actions for catalyzing private sector investments in the region. The **third** component will cover the development of a comprehensive capacity-building program and its implementation in collaboration with other partners. The **fourth** component will aim to support the development and implementation of the mini-grid strategy across all coverage countries. The **fifth** component covers the project management aspects. This focus stems from consultations with national stakeholders of the Desert to Power taskforce, who expressed the need for a structured regional technical assistance project to streamline ongoing efforts and promote cross-learning among countries.

ECREEE intends to hire a Financial Management Specialist for the Project Implementation Unit.

The proposed scope of work will include the following activities:

He/ she will have specific responsibility for the following:

- i. Overall lead for the project in the areas of budgeting, accounting, implementing internal controls, financial reporting, and treasury management, and ensuring compliance with approved procedures;
- ii. Lead the budget preparation process and present the project budget to ECREEE Management and the Project Steering Committee (PSC).
- iii. Manage budget execution, and controlling expenditures, to ensure that activities executed are in line with the approved budget and within the budgeted expenditures;
- iv. Monitor budget execution and progress, including input to progress reporting for the project;
- v. Ultimate responsibility for the preparation of quarterly interim unaudited financial reports, as well as the annual projects financial statements;
- vi. Lead the development and regular update of the Project Financial Procedures Manual (FPM) to standardize and streamline financial management practices within the project. The FPM will also contain the relevant accounting policies and standards to be followed in the preparation of the project financial reports.
- vii. Develop and implement business process improvement where appropriate, including computerization and automation of accounting and reporting;

- viii. In conjunction with a vendor, ensure the provision of training to project FM staff on any installed software, to assure its proper and beneficial use. Determine the software modules to be operationalized, and ensure their satisfactory performance;
- ix. Develop and implement appropriate treasury procedures, to ensure that the project never runs out of funds in the Special Account;
- x. Ensure that advances are justified in line with Bank rules, and monthly bank reconciliations are performed timeously for all project accounts, checked for accuracy, and reconciling items followed up promptly;
- xi. Supervise all staff and activities of the project financial management unit, provide career guidance to staff, and conduct performance reviews (measuring subordinates' performance against agreed targets at agreed intervals);
- xii. Liaise with the internal/external auditors and follow up on any audit queries or recommendations;
- xiii. Support the procurement process by reviewing and monitoring, in conjunction with the procurement specialist and the project coordinator, the FM aspects of the procurement of goods, works, and services in accordance with the agreed procurement rules;
- xiv. Assist in field monitoring of project activities and help track the physical progress of projects against their expenditures; and
- xv. Carry out any other duties as assigned by the Project Coordinator or the Director of Administration, Finance, & ICT.

The expression of interest document should not exceed six (6) pages, with the following format:

- a) Cover letter (maximum 1 page);
- b) CV (maximum 5 pages);
- c) Certificates; and
- d) Any other information deemed relevant.

ECREEE will shortlist and select candidates by the "Procurement framework for operations financed by the Bank Group", October 2015 edition, which is available on the website of the Bank: <http://www.afdb.org>.

Submission

Prospective consultants should submit their expressions of interest through warep@ecreee.org **only**, indicating the subject: **“Financial Management Specialist, ECREEE DtP Initiative Projects’ PIU”**. The deadline is **June 19, 2024 (23:59 hrs (GMT-1, Cabo Verde Time))**.

Further information/clarification can be obtained at the following email addresses: adeoliveira@ecreee.org and gkouhie@ecreee.org. Candidates are advised **not to copy these two email addresses** when submitting their applications.