

Independent Investment Committee – AgriFI Kenya Challenge Fund

TERMS OF REFERENCE

INTRODUCTION

Self Help Africa is seeking to recruit five to eight experts to provide technical assessment of agri enterprise business plans for financial support in its new AgriFI Kenya Challenge Fund which, aims to increase sustainable investment in agribusinesses with smallholders as suppliers or customers in Kenya and increase the involvement of poorer smallholders in value chains.

AgriFI Kenya Challenge Fund is a Euro 24 million five-year agribusiness support programme with Euro 18 million to invest in agri-enterprises. The programme is one component of the European Union's Kenya AgriFI programme. It supports productive, adapted and market integrated smallholder agriculture, including a contribution to the Africa Investment Facility. Self Help Africa and Imani Development are the Fund Managers.

Self Help Africa is an international NGO dedicated to the vision of an economically thriving and resilient rural Africa. SHA has 50 years' experience working with smallholder farmers, farmer associations, cooperatives and agribusinesses across Africa, helping farmers grow and sell more food, improve diets, diversify incomes and make their livelihoods more sustainable and resilient to external shocks.

Imani Development is a private economic and development consultancy firm that facilitates the process of economic growth and poverty reduction in the developing world. Imani has been active in East and Southern Africa, the Caribbean, South East Asia and the Pacific for over 30 years, advising policy makers, governments, development agencies, regional and international organisations, and the private sector in their core areas of work.

To ensure transparency and to separate the assessment and the decision making, an Independent Investment Committee (IIC) will be established. The IIC will report to the AgriFI Kenya Management Board. The IIC will be constituted of five to eight highly qualified technical members.

PROGRAMME OBJECTIVE

The overall objective of the programme is to improve the capacity of 100,000 smallholder farmers/pastoralists to practise environmentally sustainable and climate-smart agriculture as a business in inclusive value chains. The programme which will work with 50 agri-enterprises aims deliver:

- 10,000 net equivalent jobs within sustainable agri-enterprises
- A 70% increase in smallholder/ pastoralist production marketed
- At least 20,000 hectares under climate-smart land management practices.
- Increased turnover for at least 50 agri-enterprises
- Increased incomes for at least 100,000 smallholders/ pastoralists as agri-enterprises expand in their markets
- 90,000 households with increased dietary diversity and decision-making power of female farmers

AgriFI Kenya Challenge Fund will use a two-stage process of concept notes and full proposals/business plans, and there will be three distinct calls.

PURPOSE AND ORGANIZATION

The purpose of the Independent Investment Committee is to make funding decisions. The IIC will consider the full proposals as well as the assessment prepared by the AgriFI Kenya Implementation Team. The IIC funding decisions will be presented to the Programme Steering Committee for endorsement.

The Independent Investment Committee will be supported in its role and functions by the Management Board of the Programme. The AgriFI Kenya Challenge Fund Team Leader will also serve as the Secretariat of the committee who will provide all the necessary information and logistical support to facilitate the meetings and activities of the Independent Investment Committee.

COMPOSITION OF THE COMMITTEE

The external committee members will be required to have good technical expertise in a range of areas including, but not limited to:

- Agribusiness and market systems development
- SME development in Kenya
- Impact investing, social enterprise development
- Financial and Risk analysis

The Management Board of the Programme will seek to ensure balanced gender representation on the committee.

FREQUENCY OF MEETINGS

Members will be appointed for the first two-year period and will be required to participate fully in the appraisal of full proposals. It is anticipated that within the two years this committee will meet three times for approximately three days per meeting. The committee members will be given approximately 5 working days /20 full proposals that will need to be reviewed.

ROLES AND RESPONSIBILITIES

Financial and full proposal appraisal

- Scrutinize, review and appraise all full proposals submitted to them by SMEs through the Programme Implementation Team
- Review and appraise due diligence reports submitted with the full proposal

Document financing decisions and rationale in the proposed evaluation sheet.

ANONYMITY

The names of the five committee members will remain confidential to minimize lobbying by potential applicants.

REMUNERATION

Membership on the Independent Investment Committee will be on consultancy basis. Travel and accommodation expenses will be covered by the Self Help Africa.

INDEPENDENCE

The Independent Investment Committee members will be required to have the ability to 'stand apart' from inappropriate influences and to be free of managerial, staff and stakeholder capture and be able to make the correct and objective decision when appraising the full proposal.

Members are expected to sign Self Help Africa policies including Code of Conduct, Policy on Conflict of Interest, Child Protection Policy among others. Members will be expected to declare any potential Conflict of Interest at the start of every assessment round.

ASSESSMENT AND REVIEW MECHANISMS

The committee's Terms of Reference including membership will be subject to annual review by the Programme Management Board.

The Investment Committee will be encouraged to undertake a self-assessment performance review and this will be reported together with agreed-upon actions to the Programme Steering Committee.

DURATION

These services are to be carried out over a period of initially one year beginning February 2019.

APPLICATION PROCESS

Interested and qualified individuals to submit a motivation letter for appointment to the IIC and include all necessary documents that show competence as stated below:

1. Capability statement, including description of previous experience, and demonstrated ability to conduct this assignment.
2. Contact details of two referees.

The documents should be directed via email to infokenya@selfhelpafrica.org not later than 12 December 2018. Make sure the subject line reads AgriFI IIC recruitment.