

The acronym 'APIA' is displayed in large, bold, black letters. The letter 'A' is partially enclosed by a circular graphic that contains a stylized map of Africa with green and blue wavy patterns.

***CALL FOR APPLICATIONS:
RECRUITMENT OF CLIMATE FINANCE
EXPERTS UNDER THE APIA PROGRAMME***

An aerial view of a globe where the landmasses are covered in lush green trees and vegetation. A stylized outline of the African continent is overlaid on the globe, filled with a green and white wavy pattern. The text 'AFRICA ADAPTATION INITIATIVE' is written in a blue, sans-serif font, following the curve of the globe's bottom edge.

AFRICA ADAPTATION INITIATIVE

I. BACKGROUND

I.1. ABOUT AFRICA ADAPTATION INITIATIVE

The Africa Adaptation Initiative (AAI) was launched by African Heads of State during COP21 in Paris in 2015. It stems from the mandate given by the 25th African Union Summit to the African Ministerial Conference on the Environment (AMCEN), in collaboration with the African Group of Negotiators (AGN), to address the growing challenges posed by climate change by enhancing support for Africa's adaptation efforts.

AAI's Vision is "to achieve enhanced adaptation on the Continent and a significant contribution to climate resilience in the context of implementation of Nationally Determined Contributions (NDCs), the African Union's (AU's) 2063 agenda and the Sustainable Development Goals (SDGs)." Working to achieve this mandate, AAI's mission is to accelerate Africa's adaptation to climate change by strengthening collaboration through high-level, pan-African and regional dialogue, large-scale climate adaptation action, and addressing the adaptation finance gap.

Since its launch, AAI has achieved visibility and reputation as a responsive adaptation initiative for Africa. This is the result of four years of strategic consultations, plans and partnerships under AAI Phase I (2015-16) and AAI Phase II (2017-19) as well as recent work under AAI Phase III (2020-30), which is ongoing. During these seven years, AAI has established itself as the Africa-led initiative for coordinated adaptation action across Africa in three key action areas:

1. Build knowledge, capacity and ownership of all types of African stakeholders to accelerate adaptation action
2. Enable political advocacy at the highest levels towards meeting adaptation challenges
3. Develop high-potential, large scale programmes to translate political pledges into actions work to meet adaptation challenges

Within the third Action Area, different Flagship Programmes are established and implemented, with the technical and financial support of a range of partners, to bring into reality AAI's mandate, among which the Programme APIA (Adaptation Project Incubator for Africa).

I.2. ABOUT APIA PROGRAMME

The Adaptation Project Incubator for Africa (APIA) is a disruptive 3-year (2024-2026) Programme funded by the European Union. It is designed to address the persistent challenges hindering the development and implementation of bankable adaptation projects across the African continent. The general objective of the Programme is to enhance and scale up the level of adaptation finance flowing from multilateral climate funds to the continent.

The targeted beneficiaries of the Programme are the African direct access entities (DAE) of the Green Climate Fund (GCF) and the national and regional implementing entities (NIE/RIE) of the Adaptation Fund (AF). The Programme aims to provide these entities with dedicated technical support and expertise to incubate and prepare projects with an emphasis on developing the capacity of the accredited entities.

The APIA Programme is structured in three key components:

- 1. Capacity development:** It aims to develop long-lasting capacity of the accredited entities to access available financial resources from the GCF and the Adaptation Fund by addressing key capacity gaps. It includes a climate finance gap assessment and a targeted capacity-building plan. Annual in-person writeshops will support project development, focusing on climate rationale, adaptation integration in financial analysis, and private sector engagement.
- 2. Support for project development:** It focuses on providing hands-on assistance to develop and structure three mature project concept notes annually, ensuring their progression into full funding proposals for submission to the GCF and AF. It includes targeted support for accessing the Project Preparation Facility (PPF) and Project Formulation Grant (PFG) through in-person writeshops. Additionally, continuous guidance is offered for drafting, revising, and finalising full funding proposals and annexes until approval or endorsement.
- 3. Knowledge management:** It consists of documenting and disseminating lessons learned and best practices from project development and capacity-building efforts through a collaborative e-learning and tutorials platform. It also focuses on fostering peer-to-peer exchanges by establishing a South-South Exchange Forum for DAEs.

Given that one of the primary challenges faced by DAEs is efficient access to specialised experts in GCF and Adaptation Fund processes, AAI aims to establish a roster/pool of highly qualified African climate finance experts as part of Component 1 activities. To this end, AAI is launching this call for applications to identify and select climate finance professionals with proven experience in GCF and Adaptation Fund processes. This initiative seeks to build a robust network of experts capable of providing technical assistance to DAEs and other stakeholders in the development, structuring, implementation, and monitoring of adaptation projects.

II. TRAINING PROGRAMME AND POST TRAINING

II.1. Training programme for the selected candidates

AAI will select a list of 40 qualified experts for the first cohort of the training programme. Upon selection, the experts will undergo a six-month structured, tailored and certified training programme designed to build their technical capacity in climate finance and adaptation project development. The training will integrate both theoretical and practical learning approaches, leveraging the methodologies implemented under the APIA Programme to ensure an effective transfer of knowledge and skills.

- **Theoretical training approach**

The theoretical training component will involve participation in APIA-led capacity-building sessions, which are typically designed for DAEs' climate finance teams. The selected experts will take part in these sessions, covering a comprehensive set of modules focused on the development of bankable adaptation projects and programmes. The curriculum will include key areas such as climate analysis, project/programme development, implementation, and monitoring & evaluation, all within the framework of GCF and AF requirements, modalities, and investment criteria. Additionally, financial structuring of climate projects/programmes and integration of adaptation into broader socio-economic development planning will be addressed. The theoretical training will adopt a hybrid format, combining in-person workshops with interactive online sessions to optimise accessibility and learning outcomes.

- **Practical training approach**

Complementing the theoretical training, the practical training component will be delivered through structured project development clinics. These clinics will provide hands-on experience by engaging experts in the development of adaptation projects and programmes for which APIA is providing technical assistance to DAEs. The primary objective of these clinics is to foster applied learning by immersing experts in the full project development cycle, from concept note formulation to the finalisation of full funding proposals for submission to the GCF and Adaptation Fund. The clinical approach ensures that selected experts gain direct exposure to the challenges, methodologies, and strategic considerations involved in project preparation, thereby enhancing their ability to provide targeted technical assistance to African institutions seeking resources from multilateral climate finance mechanisms such as the GCF and the Adaptation Fund.

The training programme will be delivered under the supervision of the technical assistance firm, Sustainable Solutions for Africa (SSA), responsible for the operational implementation of the APIA Programme and will be closely coordinated by the APIA Programme management unit. Upon successful completion of the training, the experts will receive a certification in adaptation finance, recognising their technical expertise and readiness to contribute to climate finance mobilisation efforts across the continent.

II.2. Post training

Upon completion of the training, the selected experts will be integrated into AAI's expert repository. This database will serve as a "pre-positioned resource pool," enabling DAEs and other climate project proponents to leverage specialised technical expertise for the design, implementation, and monitoring & evaluation (M&E) of climate adaptation projects. By pre-positioning high-caliber expertise, AAI through the APIA Programme aims to strengthen the technical capacities of African institutions, accelerate access to climate finance, and enhance the quality and effectiveness of adaptation interventions across the continent.

This expert repository will be publicly accessible, ensuring transparency and ease of use for institutions seeking specialised climate finance expertise. AAI will actively facilitate the utilisation of this database by DAEs, allowing them to identify and engage pre-vetted experts to support their interactions with the GCF and the Adaptation Fund. As per the Memoranda of Understanding (MoUs) signed between AAI and participating DAEs under the APIA Programme, DAEs will

prioritise experts from this repository when hiring consultants for proposal development, financial structuring, project execution, and compliance with fund requirements.

Beyond serving DAEs, AAI will also engage experts from this database for the implementation of its various programmes, either through direct recruitment or by recommending them to strategic partners, including multilateral climate funds, development finance institutions (DFIs), and regional organisations. Additionally, the integration into AAI's expert network presents significant professional opportunities for selected candidates, granting them access to exclusive capacity-building initiatives, priority consideration for technical assistance missions, and potential long-term collaborations with climate finance stakeholders.

III. PROFILE

Experts will be selected based on their experience, technical expertise, and ability to provide effective and targeted support. Candidates responding to the call for applications must meet the following profile:

III.1. Competencies

- Hold a Master's degree (BAC+5) in finance, economics, climate change, environmental sciences, sustainable development, or other relevant fields related to climate adaptation (agriculture, forestry, water resources, health, energy, infrastructure, urban planning, etc.)
- Demonstrate sound knowledge in climate finance mechanisms, including the Green Climate Fund (GCF), the Adaptation Fund (AF), multilateral development banks (MDBs), and other relevant financing instruments for climate adaptation
- Demonstrate good competence in financial structuring of climate projects, including blended finance, concessional funding, private sector engagement, and risk mitigation instruments.
- Good command project preparation and appraisal processes aligned with the requirements of GCF and AF, including economic and financial modeling, climate risks and impacts assessments, environmental and social safeguards (ESS), and gender and social inclusion (GESI)
- Advanced proficiency in office productivity tools (Excel, Word, PowerPoint, MS Teams, and cloud-based collaboration platforms)
- Strong technical writing skills, including the ability to prepare concept notes, feasibility studies, financial structuring models, and full funding proposals for multilateral climate funds
- Being bilingual with excellent communication capabilities in French and English, with strong written and oral proficiency
- Analytical mindset with strong problem-solving and strategic thinking skills

III.2. Professional experience

- 8 years of professional experience in the field of climate change
- Proven experience of 4-5 years in climate finance, having participated in at least two missions related to the development of adaptation projects/programmes for submission to the GCF, Adaptation Fund, or other multilateral sources
- Demonstrated experience in developing and delivering capacity-building programmes on climate finance, particularly for DAEs or national institutions seeking accreditation with GCF or Adaptation Fund
- Good sectoral knowledge in key climate adaptation fields such as agriculture, forestry, water resources, disaster risk reduction, energy access, urban resilience, and financial instruments for adaptation
- Experience in engaging with international climate finance networks, including interactions with donors, implementing entities, and development finance institutions (DFIs)

III.3. Professional qualities

- Deep understanding of climate finance architecture, policies, and funding structures, with strong analytical and technical competencies
- Ability to adapt, demonstrate flexibility, and exhibit leadership in managing complex climate finance initiatives
- High degree of initiative, diplomacy, responsibility, and methodological rigor
- Strong teamwork skills, ability to foster synergies, and build effective working relationships with government stakeholders, donors, and development partners
- Excellent interpersonal skills, creativity, maturity, negotiation talent, and problem-solving capabilities
- Integrity, adherence to high ethical standards, and commitment to gender-sensitive and culturally inclusive approaches
- Openness to change, ability to receive and integrate feedback, and willingness to work under pressure in high-stakes environments
- Proven ability to manage large workloads, meet tight deadlines, and operate autonomously with minimal supervision

IV. APPLICATION AND SELECTION PROCESS

IV.1. Modalities for application

Qualified experts interested in joining this technical support programme are invited to submit their applications via email no later than **March 11, 2025 at 23.59 pm GMT** to the following address: coordination@aai-tsu.org, with the subject line: **"APIA PROGRAMME – Roster of climate finance experts"**.

IV.2. Required Documents

The application package must include the following documents:

- A CV (maximum of 4 pages) highlighting relevant academic qualifications and professional experience related to this call for applications
- A technical concept (maximum of 3 pages) detailing the applicant's motivation to join this initiative, knowledge of and experience in climate finance mechanisms, particularly the GCF and the Adaptation Fund. The technical concept should outline a proposed methodology to enhance access to climate finance for African countries and describe potential capacity-building approaches for national and regional DAEs.
- References related to climate finance demonstrating prior engagements in the field
- Supporting documents as evidence of a proven track record in climate finance missions (e.g., contracts, completion certificates, official endorsements, or proof of involvement in funding approvals from the GCF, AF, or other international climate finance mechanisms)
- The main applications documents, including the CV and the technical concept, must be submitted exclusively in English.

IV.3. APPRAISAL OF APPLICATIONS AND NOTIFICATION OF SELECTION

All applications will be rigorously assessed by a high-level evaluation committee composed of experts in climate finance and multilateral funding mechanisms. This committee will include: Members of the Boards of the GCF and the Adaptation Fund; senior experts from the GCF and AF secretariats; and members of the African Group of Negotiators (AGN) climate finance working group.

To ensure a transparent, competitive, and merit-based selection, candidates will be evaluated based on:

- Technical competence in climate finance mechanisms
- Proven track record in mobilising climate finance and supporting DAEs
- Experience in capacity-building and policy advisory roles
- Knowledge of the institutional and regulatory landscape governing climate finance in Africa

Additionally, AAI reserves the right to conduct interviews or request additional supporting documents from shortlisted candidates to further assess their suitability for the programme.

Successful candidates will be notified of their selection no later than **April 31, 2025**. Given the high volume of applications expected, AAI will only contact shortlisted candidates at the conclusion of the selection process.

V. FINAL NOTICE

AAI would like to inform all candidates of the following important notice:

- Female candidates are strongly encouraged to apply under equal qualifications.
- AAI reserves the right, in cases of equal qualifications, to prioritise experts from countries where GCF and/or Adaptation Fund DAEs are headquartered. These countries include: Benin, Côte d'Ivoire, Ethiopia, Ghana, Kenya, Mali, Morocco, Namibia, Niger, Nigeria, Rwanda, Senegal, South Africa, Tanzania, Togo, Tunisia, Uganda, Zambia, and Zimbabwe. This approach aims to strengthen local expertise and enhance the institutional capacities of DAEs in these countries, facilitating more effective access to climate finance.
- Selection and training under this process does not imply any exclusive rights for the experts with respect to AAI or the DAEs regarding the contracting of technical assistance missions. Further recruitment of an expert from this repository will follow competitive procurement procedures of each DAE, where the best quality/price offer will be selected.