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Training in collaboration with:



Terms of Reference: “Expert to deliver mini-grid system design, installation and O&M training for youth STEM leaders in Sierra Leone”

1. Background information

CORE is an international initiative initiated by the Alliance for Rural Electrification (ARE), International Renewable Energy Agency (IRENA), Sustainable Energy for All (SEforALL), UN Environment Programme (UNEP), United Nations Industrial Development Organization (UNIDO) and International Copper Alliance (ICA). CORE is managed by ARE. CORE’s mission is to enable resilient rural and peri-urban communities by ensuring safety, efficiency and reliability become the cornerstone of decentralised electrification.

Sustainable Energy for All (SEforALL) is an international organization that works in partnership with the United Nations and leaders in government, the private sector, financial institutions, civil society and philanthropies to drive faster action towards the achievement of [Sustainable Development Goal 7](#) (SDG7).

STEM Training Programme, initiated in 2023 as part of the FCDO-funded hospital electrification project in Sierra Leone, saw the recruitment of 12 trainees over six months. Participants gained hands-on experience through activity-based technical and soft skills training on off-grid electrification. Building on the success of this pilot, SEforALL extended similar opportunities to young women graduates, focusing on energy transition planning, energy efficiency and cooling in Ghana and Kenya. Specifically designed for young women aspiring to thrive in sustainable energy careers, this programme offers practical, job-relevant skills. Its overarching goal is to empower participants with the necessary tools to pursue employment opportunities in target countries, with the initial cohorts already demonstrating positive outcomes.

With the joint objective to advance sustainable electrification, achieve SDG-7 and advance the clean energy transition globally, **CORE and SEforALL are partnering to conduct training for twelve (12) young STEM leaders in Sierra Leone.**

The envisaged training will be conducted in-person in Freetown, Sierra Leone over three days.

The training should be delivered in **April 2024**. The exact dates of training may be co-defined with SEforALL.

2.Objectives

The training aims to advance sustainable electrification, achieve SDG-7 and advance the clean energy transition in Sierra Leone by empowering young STEM leaders on the topic of DRE mini-grids. The training is envisaged to have a multiplier effect on skills development on mini-grids in the country.





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3. Scope of work

CORE is seeking one expert to deliver the trainings in April 2024.

The training will focus on distributed renewable energy (DRE) mini-grid technical system design, installation and operations & maintenance.

Moreover, the STEM leaders will receive training on training delivery methods to be able to effectively “pay it forward” and deliver trainings themselves.

The training materials for the training will be delivered by CORE and may need refinement by the selected expert. The development of materials is envisaged to be a collaborative process to ensure the most tailored content possible.

The expert selected is expected to deliver the training **in-person in English across three days**.

Each day will have a specific theme

- Day 1: DRE mini-grid system design
- Day 2: DRE installation
- Day 3: DRE mini-grid system operations & maintenance and training delivery mechanisms

A report of **up to three pages** is to be submitted by the selected expert to ARE upon completion of the training, including the following:

- **Training conducted, key outcomes and lessons learnt**
- **Results of a pre- and post-training survey results**, conducted by the CORE expert(s), which should test pre and post training knowledge on mini-grid system design, installation and O&M
- **Full participant list**
- **All of the above is disaggregated into gender-specific data** (e.g. number of female & male students trained, number of women that gained employment)

The deadline for submission of this report is **31 April 2024**.

The selected expert will also be **expected to survey the participants of the training 6, 12 and 18 months after the initial trainings were conducted to monitor the long-term impact** on livelihood improvement, job creation and local development in Sierra Leone. The post-training surveys will be co-developed by CORE and the expert.

4. Required documents

Bidders are required to submit the following documents to Jens Jæger, Director of Policy & Business Development, ARE & Manager, CORE: j.jaeger@ruralelec.org

- a. **Technical proposal** of maximum three pages on the proposed methodology, timeline for delivery of materials and experience of the expert(s) in delivering similar trainings.





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- b. **Financial proposal** of no more than 1 page (in USD). Financial proposals should only include expert and travel fees for the trainer(s) (logistics for the trainings will be covered by NEA separately and should not be included in the proposal).
- c. **CV** of the expert(s) in format of choice.

5. Timeline

The deadline for submissions of proposals is **18 March 2024 (23:59 CET)**.

The selected expert(s) will be contacted in the **first weeks of April 2024**.

The deadline for submission of the final report and end date of the assignment is **31 April 2024**.

6. Fees

The selected expert(s) will be paid a service fee for the delivery of the training.

The fees quoted in the Financial proposal are all-inclusive and not subject to change after contracting.

7. Payment schedule

Payments to the selected expert will be made along the following schedule:

- 50% upon signature of contract
- 50% upon submission of final report

Payments will be payable within 60 days upon receipt and acceptance of deliverable and invoice (electronic version) indicating the contract number and instalment requested.

