

Request for Proposal

Living Income Government Toolkit

July 27, 2021

Summary

This RFP pertains to services required to support the staff of the Sustainable Food Lab in the creation of a Living Income Government Toolkit. The Sustainable Food Lab co-leads the Living Income Community of Practice (LICOP) and facilitates the International Coffee Organization (ICO) Living-Prosperous Income Technical Workstream (L-PI TWS). Drawing on these experiences with the Sustainable Food Lab staff, the consultant(s) will support the creation of a “Toolkit”. The Toolkit is aimed at providing Government representatives with guidance toward integrating and benefiting from a Living Income Strategy in their own national policy and strategy.

Introduction

There is growing interest and momentum within agricultural supply chains to better understand and improve farmer livelihoods, specifically looking at farmer income. Poverty has long plagued smallholder farmers and the solutions are not straight forward. In many agricultural commodities the concept of Living Income has been adopted as a multi-stakeholder approach. The private sector, NGOs, consuming and producing countries are implementing and piloting living income approaches. In 2020, the Living Income Community of Practice created a Toolkit for the Private Sector: [“Guiding steps towards living income in the supply chain: How to mainstream living income in your company’s activities”](#). Building off this document, the Sustainable Food Lab is seeking to create a similar Government “Toolkit”.

Working with partners to understand the needs of Governments, we seek to create a tailored Toolkit offering to Governments, that can address their economic and sustainable development objectives and goals. The government Sherpas and Living-Prosperous Income Technical Workstream Members of the International Coffee Organization’s Private Public Task Force will be the target users of the toolkit. We will explore the possibility of partnering with international organizations, to create both guidance and case studies that could provide useful insight into government implementation, adoption and value of the concept and its application.

Activities

Consultant(s) will help co-create a timeline, budget and overall design of the “Toolkit”. Activities for the Toolkit may include, but are not limited to:

1. **Living Income Concept:** Written documentation of the Living Income Concept that resonates with multiple government actors (agricultural ministries, economic development, trade, statistics, etc.).
2. **Value and utilization of living income methodology:** Guidance on how to use the results from measuring the living income gap as a basis for poverty and risk identification, as well as a basis for strategic planning to comprehensively close the income gap through a continuous improvement process, while identifying complimentary investments and incentives programs and leverages private and public

- collaboration and investment. In addition, providing guidance on how this information can be used to negotiate remunerative prices that reflect the true cost of sustainable production and inform policy at the national, regional and international level (both public and private) to create an enabling environment for sustainable production, trade and consumption.
3. **Definition and Assessment of Benchmarks:** Review of current guidance and recommendations for changes as they pertain to government audiences.
 4. **Measuring Actual Incomes:** Review of current guidance and recommendations for changes as they pertain to government audiences, and creation of guidance toward working with National Statistics Departments.
 - a. Data Variables
 - b. Metrology Guidance
 - c. Working with National Statistics departments
 5. **Linking to National Strategy:** Conduct interviews and write case studies for 2-3 countries currently implementing a Living Income strategy in coffee and other sectors.
 6. **Policy Development:** Engagement with secondary NGO in the creation of policy development guidance.

Consultant Criteria

Consultant shall possess the following capacities and experience:

- 5+ years experience in agriculture, with competence in the field of living income and sustainable livelihoods of small-scale agriculture (coffee and cocoa experience a plus)
- 5+ years experience working in or with government, related to agriculture or economic development
- Recognized experience in group facilitation, and moving diverse groups to consensus and collective action
- Experience with multilateral commodity organizations
- High capacity to manage complex and sensitive projects with diverse stakeholders
- Desirable – multilingual in Spanish, French and Portuguese
- Desirable – experience working with commercial actors and/or producers in agricultural supply chains

Proposal

Interested parties are requested to submit a short letter of interest including:

- Previous experience and qualifications as it relates to the activities mentioned above
- A timeline for the work, including estimated completion dates and milestones
- A budget
- A CV

Email submission letters to Kaitlin Sampson: kmurphy@sustainablefood.org.

Deadline for submission is August 13. Submissions will be reviewed by August 20 and a final decision made by the Food Lab.