

Request for Proposal

ICO's Task Force Technical Working Group on Living-Prosperous Income & SFL's Living Income Programmes

July 15, 2022

Summary

This RFP pertains to services required to support the staff of the Sustainable Food Lab that co-lead the Living Income Community of Practice in work with the International Coffee Organization (ICO) and the ICO members. The consultant(s) will provide services until June 2023 to support the ICO Coffee Public-Private Task Force and related Technical Workstreams led by the International Coffee Organization, related to the Living-Prosperous Income (L-PI) stream of work. The L-PI workstream aims to harness the momentum that has been built and ensure that work on L-PI begins by clarifying the concept of Living Income for all, providing inputs on incentives of stakeholders, in order to feed into development of an aligned ambition within the coffee sector towards decent standard of living for coffee farmers and workers. In addition, this RFP requests additional support of the Sustainable Food Lab's other Living Income Programmes.

Activities

ICO's Task Force Technical Working Group on Living-Prosperous Income

As part of a facilitation team the service provided will be asked to lead specific activities while assisting on other activities. Lead Activities are shown in **blue**, with other activities consider "as needed". Activities may change throughout the year and flexibility to provide assistance where needed is appreciated.

1. Facilitate Knowledge Sharing

- **Hold Orientation Meetings for individuals and groups in the TWS and ICO on the topic of Living Income**
- **Hold quarterly meetings for L-PI TWS**
- **Hold meetings with Actual Income working groups**
- Share Government Toolkit for use with ICO Producer Governments: Targeted webinar for ICO members and call for feedback to further refine document
- **Update PS Toolkit and share with TWS members**

2. Establish Living Income Benchmarks

- Facilitate ongoing consultations between technical research team, ICO staff and TWS members – particularly in country stakeholders
- Provide support to ICO Member Countries who host a benchmark process, ensuring all actors voices are represented (women, youth, cooperatives etc.)

3. Develop partnerships and concepts for closing the gap pilot initiatives

- **Share information and foster connection between TWS members interested in participating in PPPs**

- Facilitate process for establishing key characteristics of a PPP designed to improve farmer incomes and prosperity
- Mapping ongoing efforts to improve farmer incomes in subset of ICO countries to facilitate linkages with ongoing work
- Direct support to Regional Knowledge Hubs (Promecafé, IACO & ACF)

4. Identify key funding mechanisms for TWS 1 and link to overall mobilization and implementation of the CPPTF

- Host pre-competitive meetings with private sector to encourage involvement and funding of activities (benchmarks & PPPs)
- Host informational and orientation meetings with potential public sector funders for key activities such as benchmarks & PPPs
- Coordinate resource mobilization efforts with other TWS leads and ICO

5. Collaborate with the different TWSs and build consistency

- Further identify and map linkages between technical work streams
- Build on the opportunity to link TWS 1-4 activities which focus on national action to the emerging work of TWS5 sector coordination which focuses on market policy in both exporting and importing countries
- Keep open communication lines and ensure that all other action areas are connected

SFL's Living Income Programmes

1. Effective Living Income Programs and Credible Corporate Claims

- Host knowledge sharing events on best practices of Living Income programs
- Expand LICOP reach by integrating knowledge from/to Global South organizations
- Develop guidance and online location for corporate goals & claims.

2. Objective 3: Foster Cross Sector Learning and Collaboration

- Ongoing participation in the working group in WBCSD-led Coalition on Living Incomes/Wages
- Targeted meetings with sector organizations to better understand needs, foster cross sector learning and collaboration particularly between coffee, tea, cocoa and vanilla sectors
- Synthesize materials on sector wide strategic and MEL frameworks, and effective learning processes

3. Fuel & Sustain the Living Income Community of Practice

- Co-host Fall & Spring Workshops
- Contribute LICOP content to partner events (IDH, DWLILW, German/Dutch event, SCC, etc.)
- Dissemination of Government Toolkit: At least 2 webinars and 2 blog posts to highlight the toolkit
- Updated materials for the Private Sector Toolkit: Update slide decks with additional materials
- Development of a Service Provider & Membership offering to LICOP community
- Co-hosting regionally based webinars to grow involvement from the Global South

Consultant Criteria

Consultant shall possess the following capacities and experience:

- 5+ years experience in the coffee sector, particularly focused on economic viability issues related to coffee cultivation
- 5+ years in a variety of other agricultural sectors (such as cotton, tea, cocoa), particularly focused on economic viability
- High capacity to manage complex and sensitive projects with diverse stakeholders
- Recognized experience in group facilitation, and moving diverse groups to consensus and collective action
- Competence in the field of living income and sustainable livelihoods of small-scale agriculture
- Experience with the ICO, and/or equivalent experience with other multilateral commodity organizations
- Desirable – multilingual in Spanish and French

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 Murphy: kmurphy@sustainablefood.org.

Deadline for submission is August 5, 2022. Submissions will be reviewed by August 12, 2022 and a final decision made by the Food Lab.