



MANUAL FOR APPLICANTS

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1. Introduction

Despite increasing efforts to reach Sustainable Development Goal 7 (SDG 7) – ensuring access to affordable, reliable, sustainable and modern energy for all by 2030 – 7.9 million people still lack access to energy, and 2.8 billion rely on traditional, polluting and hazardous cooking fuels. If we are to reach SDG 7, we need new and innovative approaches to **address persistent gender challenges in scaling up access to modern energy and modern cooking services**. This is especially relevant for achieving SDG 5 on gender equality and the empowerment of all women and girls. To stimulate innovation, Hivos/ENERGIA, Energising Development (EnDev) and Modern Energy Cooking Services (MECS) have created a platform for creative experimentation: The Gender and Energy Innovation Facility.

The Facility works with ‘open/closed call’ and ‘bootcamp’ approach. The ‘open/closed call’ means that the four partners – Hivos, ENERGIA, EnDev and MECS – will suggest a long-list of potential participants and disseminate the ‘call’ within their network. And the ‘bootcamp’ is the space where trainers will spur nominees to select a problem to address and to develop innovative ideas. The ‘bootcamp’ aim is to help participants define and refine ideas. The Facility will operate in three countries: Kenya, Tanzania and Nepal.

2. Concept of innovation

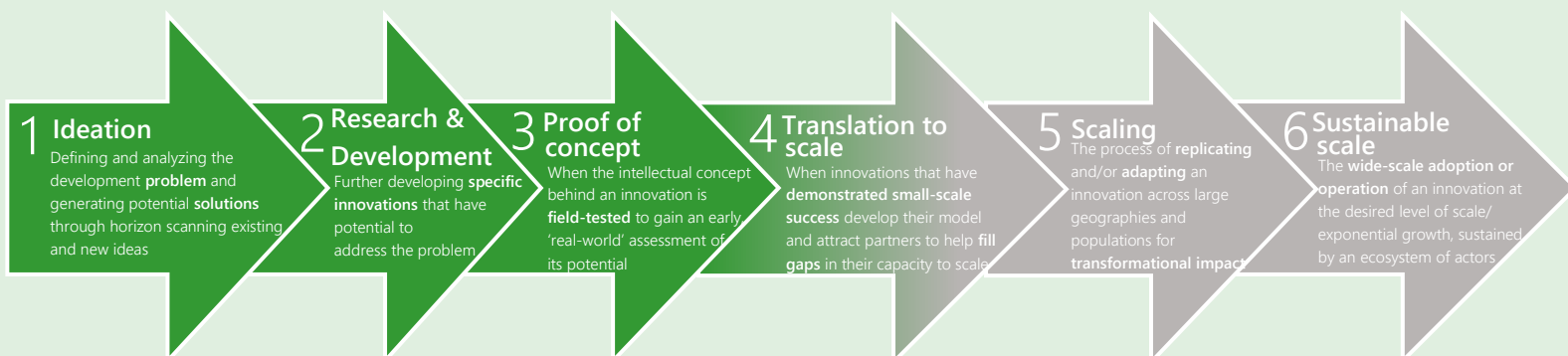
The Facility defines innovation as experimentation to **create something new**, something that deviates from the norm and requires working with the unknown. It aims to stimulate a **wide range of innovations** on:

1. Product or service (making something new)
2. Process (changing the way a product or service is created or delivered)
3. Positioning (trying out something that already exists, but in a new context)
4. Paradigm (completely shifting the situational mindset)



In reference to the six-stage model developed by the International Development Innovation Alliance (IDIA), the Facility will support innovations throughout the first three stages: Ideation, Research and Development and Proof of Concept. The support will consist of multidisciplinary brainstorm events (bootcamps), resulting in pilot proposals, funding and tailor-made support to the implementers. Furthermore, if a pilot shows the potential to scale, the Facility will support the implementers in creating a path to transition to scale (the fourth stage).

Figure 1: The Facility will support the first three of the six stages of innovation



Source: International Development Innovation Alliance (IDIA). 'Insights on Scaling Innovation' (June 2017) p. 7

Thematic areas

The Facility will focus on three thematic areas to spur innovation:

- Gender and Energy Entrepreneurship and Employment**
Women should get equal opportunities to participate in and support the clean energy economy, as entrepreneurs and employees. This includes getting equal access to funding and investment for their businesses.
- Gender and energy in the care economy**
Both women and men need support in their roles in the care economy, given their key roles as care-givers, and as breadwinners. Better energy access and suitable appliances can make a major contribution to time- and labor saving, to essential health and sanitation, and to closing the digital divide between men and women. Access to clean cooking is especially critical, for health and for the environment, and for gender equality. Addressing broader contextual issues is also important to achieving a gender-equitable enabling environment for energy access.
- Gender in energy policy and practice**
Women need to have a place at the table - or create their own tables - when strategies about energy transitions and economic recovery are planned and decided.

For more details, click [here](#).



3. Stages of innovation and facility support

Scaling Stage	Definition	Facility Support
Ideation	Defining and analyzing the problem and generating potential solutions through the horizon scanning of existing and new ideas	<ul style="list-style-type: none"> - Innovative project ideas are selected. - A bootcamp with 15 participants is organized at the country level to define and analyze the problem, test assumptions and generate possible solutions.
Research and Development (R&D)	Further developing specific innovations that have the potential to address the problem	<ul style="list-style-type: none"> - On-demand technical assistance for the R&D of a concept note and budget (helpline) is provided.
Proof of Concept	Testing the intellectual concept behind an innovation in the field to gain an early real-world assessment of its potential	<ul style="list-style-type: none"> - Concept notes for proof-of-concept pilots are selected and provided with appropriate funding (up to EUR 25,000). - Pilots are implemented: assumptions are tested, validated & evaluated, followed by more ideation, fine-tuning of and testing & validation.
Transition to Scale	Innovations that have demonstrated small-scale success develop their model and attract partners to help fill gaps in their capacity to scale	<ul style="list-style-type: none"> - Tailored support is provided to fill gaps in capacities to scale, including the potential disbursement of additional funds of up to EUR 10,000 per innovation. Tailored support includes: training for business plan writing, travel to meetings with investors.
Knowledge management	Lessons are disseminated among internal and external partners to create building blocks to further unpack challenges	<ul style="list-style-type: none"> - Participants will be supported to develop a learning plan. - Lessons learned will be identified and shared.

4. Eligible Applicants

The 'closed call' aims to target a diverse range of actors that have the capacity to operate in the renewable energy sector, including 'unusual suspects' from the creative sector or from marketing, for instance. Governments or individuals working for GIZ, Hivos, SNV or other EnDev implementing partners are *not eligible* to apply. We encourage the following types of organizations to apply:

- Knowledge institutes, like universities;
- Local, small- to medium-sized enterprises (SMEs);
- Non-governmental organizations (NGOs);
- Consultancy companies;
- Policy influencing actors;
- Marketers;
- Financial institutions;
- and more.

Participants can also partner together to develop a joint innovation.



5. Process for Applicants

a. Closed call invitation

The four partners – Hivos, ENERGIA, EnDev and MECS – will suggest a long list of potential participants. They will provide the long list of nominees the Facility Operations Management (FOM) for review and assessment, in coordination with the Facility Management Team. This team consists of representatives from the four partners. After that, the FOM will send the shortlisted nominees an invitation to submit an Expression of Interest (Eoi).

b. Expression of Interest

The nominees can complete an application form to express their interest in the Facility. The application form includes: a description of the individual/organization, the applicant's background and reason for applying, and space to describe the innovative idea they would like to address (1 to max 3 ideas, max 800 words per idea).

The Facility Management will review all Expressions of Interest and select approximately 15 nominees to participate in the bootcamp.

c. Bootcamp

The Facility will operate in 3 countries. In each country, a design bootcamp will be organized, with the first being in Kenya. The bootcamps will be organized at a central location (possibly in Nairobi), depending on the COVID-19 situation.

The bootcamp entails a 2-3 day design workshop to identify challenges and shape the first drafts of innovative project ideas to address them. The purpose of the bootcamps is to promote quality proposals, validate the focus themes, and stimulate and build participants' capacities to innovate.

d. Concept notes

Bootcamp participants are expected to develop their innovative ideas into a concept note (max 6 pages, including a budget) based on a template the Facility Operation Management will provide. The concept notes must propose a proof of concept of the innovation through a piloting period of 3 to 12 months. The maximum amount of funds to be disbursed is EUR 25,000 per innovation. Participants can also work together to create a joint concept note.

After the bootcamp, participants have a few weeks to submit their concept notes. During this time, the Facility will provide on-demand support, and participants are free to ask questions.

A Selection Committee will select the best concept notes. Key elements in the decision-making process will be whether:

- There are already similar ideas in the sector;
- The challenge is considered to be persistent and relevant;
- The learning questions are relevant for a wider group of actors;
- The participants have the capacity to scale up or have identified how they might scale up (e.g. through strategic partnerships).



The Facility expects to disburse funds for proof of concept pilots to approximately 5-6 innovations per country (a total of 17).

All participants with successful concept notes will receive a contract for the disbursement of funds and a set of recommendations. The recommendations will have corresponding deadlines for implementation. The recommendations may involve additional advice and technical support from the Facility Management and/or its partners.

e. Pilot project implementation

This phase is about testing the intellectual concept behind the innovation to gain an early real-world assessment of its potential. It involves conducting R&D to test and validate the key underlying assumptions.

Key roles of the Facility include monitoring and evaluating progress as well as supporting the implementers to develop learning questions and create a learning plan that captures and shares findings from the innovations. The FOM will provide on-demand support, including connecting implementers to mentors within the Facility and to its partners.

f. Scale-up Support

Scale implies that the innovation has moved from testing to execution of the business model, concept or process.

Having tested the innovation in a pilot, the pilot implementer will report on the learnings and assess the potential of the innovation in an extended, updated and/or improved version of their earlier concept note. The concept note must:

- Describe the results of the proof of concept and whether the innovation was successful;
- Assess whether and how the innovation could be scaled up and by whom;
- Reflect on the lessons learned and how these might be used, and
- Set out the next steps in a roadmap, including the identification of potential partners in the transition to scale up, and what is needed to connect to those partners.

The FOM will consider the extended concept note for additional support, taking into consideration scaling aspects and available resources. The support would include different kinds of financial instruments (max. EUR 10,000 per innovation) and non-financial instruments. Tailored support will be provided for a maximum period of 3-4 months.

6. Knowledge management

The Facility will support the implementers with distilling lessons learned and knowledge management. Where relevant and based on a needs assessment, a community of practice will be initiated to stimulate cross learning among peers working on a joint innovation.



The Facility will develop a knowledge management strategy and disseminate lessons learned from the pilots to a wider audience in the spheres of renewable energy and/or women's economic empowerment.

7. Further Information and Questions

Any questions on the Facility may be addressed to the Facility Management by email: geifacility@hivos.org.

Please consult the following websites for more information on the Facility partners:

- Hivos <https://www.hivos.org/>
- ENERGIA <https://www.energia.org/>
- Energising Development (EnDev) <https://endev.info/>
- Modern Energy Cooking Services (MECS) <https://meecs.org.uk/>

