

Call for an Advisor

[The European Microfinance Platform \(e-MFP\)](#) is looking for an Advisor to support the European Microfinance Award 2022.

1. Background

The [European Microfinance Award](#) is a prestigious annual award with €100,000 for the winner, which attracts applications from organisations working in the financial inclusion sector around the world that are innovating in a particular area of financial inclusion.



The Award was launched in 2005 by the Luxembourg Ministry of Foreign and European Affairs – Directorate for Development Cooperation and Humanitarian Affairs, and it serves two parallel goals: rewarding excellence, and collecting and disseminating the most relevant practices for replication by others. Previous editions were devoted to the following subjects:

- 2021, Inclusive Finance and Health Care
- 2020, Encouraging Effective and Inclusive Savings
- 2019, Strengthening Resilience to Climate Change
- 2018, Financial Inclusion through Technology
- 2017, Microfinance for Housing
- 2016, Microfinance and Access to Education
- 2015, Microfinance in Post-disaster, Post-conflict Areas & Fragile States
- 2014, Microfinance and the Environment
- 2012, Microfinance for Food Security
- 2010, Value Chain Finance
- 2008, Socially Responsible Microfinance
- 2006, Innovation for Outreach

The Award is jointly organised by the European Microfinance Platform (e-MFP), the Luxembourg Ministry of Foreign and European Affairs, and the Inclusive Finance Network Luxembourg (InFiNe.lu).

2. European Microfinance Award 2022

In 2022, the Award will focus on **financial inclusion for women** and its aim is to highlight financial inclusion initiatives that go beyond traditional outreach metrics and instead focus on women's needs, hopes and challenges - and respond accordingly.

The Award will be presented in November 2022 in a ceremony which in the past has been in the presence of Her Royal Highness the Grand-Duchess of Luxembourg. The ceremony takes place during the [European Microfinance Week](#).

3. Award Selection process

The European Microfinance Award receives applications from organisations active in the financial inclusion sector that play an integral role in the provision of financial and non-financial products and services. Organisations have to be based in developing and emerging countries.

For the sake of transparency and accountability, the Award selection process is organised in three stages:

1. Preselection phase: applications are assessed based on eligibility and minimum standards of relevance and quality of the application, including a sound financial performance. The assessment is done jointly by the e-MFP and InFiNe.lu Secretariats, the consultants supporting the Award process and the Advisor. This phase takes place in two steps:
 - a. Round 1: Based on a short application form, applicants are assessed based on eligibility and relevance of the project/initiative presented to the Award. Those who pass the assessment are invited to submit the full application form.
 - b. Round 2: the full application is assessed based on minimum standards of relevance and quality.
2. Selection phase: a committee composed of e-MFP & InFiNe.lu members and microfinance experts nominates 3 finalists for consideration for the prize, along with up to 7 semi-finalists.
3. High Jury phase: a High Jury chooses the winner from the 3 finalists.

4. Scope of work

In all of the below activities, the advisor is expected to work closely with the e-MFP team in a collaborative relationship. Except for in-person meetings specified below, all work can be conducted off-site, but with regular communication remotely. The responsibilities will be allocated as follows:

ASSIGNMENT A (4 days)

The e-MFP team will lead the preparation of the Award methodology and the evaluation model, as well as all Award documents: Round 1 and Round 2 Application Forms, Concept Note and Application Guidelines.

The Advisor will develop a brief document summarising the landscape of initiatives relevant to the Award topic as well as support the e-MFP team on the development of the application, evaluation model and related Award documents.

Deadline: First half of February 2022

ASSIGNMENT B

Assignment B entails largely individual work, but in coordination with other members of the team. Some part of the work will also include teamwork.

1. **Preselection Phase** (April - July 2022) – approx. 3 days (to be adjusted if necessary based on actual number of applications received) + 2 days for meetings

a. **Round 1** – based on the short application form (2-3 pages) (April - May)

Review applications for eligibility and relevance (expect to review around 12 applications, to be confirmed based on actual number of applications received)

b. **Round 2** – based on the full application form (June – beginning of July)

Review applications for relevance and quality (expect to review around 10 applications, to be confirmed based on actual number of applications received)

Two full-day meetings (in-person or on-line) will take place during the pre-selection phase:

- Second half of April, to decide which applicants should be invited to Round 2 (1 day)
- Second half of June, to decide on the initially preselected applications (1 day)

5. Profile of Advisor

- Minimum of 7 years relevant experience within financial inclusion.
- Relevant experience and in-depth understanding of FSPs providing services tailored for women in low-income communities
- Fluency in English; reading proficiency in either Spanish or French is required (in order to assess the applications submitted in those languages).
- The Advisor will be required to sign a confidentiality clause and neutrality agreement.

6. Available resources

For reference, the Concept Note, Application Guidelines and Application Forms of the European Microfinance Award 2021 “Inclusive Finance and Health Care” can be found [here](#).

Communication materials and more information on previous Awards are available on the [Award website](#) and [e-MFP website](#).

7. Contact and deadline

If you are interested, please send your CV and required daily rate together with a **max. 1-page** proposal outlining your ideas for the scope and focus of this Award, and how your own experience would contribute to its success. Proposals from e-MFP members are encouraged.

Contact: Gabriela Erice, gerice@e-mfp.eu

Deadline: 13th December 2021, 12:00 pm CET