

Call for Proposals:

Financial Planning experts

Innovate2PREVENT Technical Expert Contribution

TERMS OF REFERENCE (TOR)

Project Title:	Innovate2PREVENT (PREVENT Circular Innovation Contest)
Client / Organization:	Yunus Environment Hub Philanthropy gGmbH
Location:	Remote/virtual
Duration:	6-14 hours during Q1 2025 (4 hours workshop plus 2 hours preparation and optional 8 hours for the development of a training manual)
Service delivery:	Equip the participants with essential skills to manage budgets, forecast revenues, and allocate resources effectively. As a result, participants can make informed financial decisions, reduce risks, and maximize profitability.

Reference Number: YEHP25-0004

1. Background/Client

Yunus Environment Hub (YEH) is a global social business network that creates solutions for the environmental crisis. Co-founded by Nobel Peace Prize Laureate Prof. Muhammad Yunus, YEH supports and develops social business solutions that solve environmental problems in a financially self-sustainable way and with high socio-economic impact.

2. Innovate2PREVENT Programme / PREVENT Circular Innovation Contest

Innovate2PREVENT (I2P) is a programme that inspires and mobilises creative minds from around the globe to develop innovative, inclusive and data-driven circular business approaches. It combines an innovation contest with a business acceleration. It provides a unique opportunity for innovators, environmentalists, and forward thinkers to showcase and advance their innovative solutions contributing to a circular economy in priority countries of the German Development Cooperation while taking just transition principles into account. The programme is promoted by PREVENT Waste Alliance, with funding from GIZ.

3. Scope and Timing

The consultant will deliver a focused training session and associated preparation as follows:

1. Preparation for the Workshop (2 hours)

- Conduct background research on the I2P programme to align the content with participant needs.
- Develop interactive and practical training materials focusing on financial planning.

- Ensure tools, handouts, and exercises are ready for workshop facilitation.

2. Workshop Delivery (4 hours)

- Deliver a 4-hour workshop to 15 participants, focusing on:
 - Managing budgets effectively.
 - Forecasting revenues with practical techniques.
 - Allocating resources to optimize operations and profitability.
- Facilitate interactive discussions and practical exercises to ensure participant engagement and comprehension.

3. Optional: Development of Training Manual (8 hours)

- A useful output would be a comprehensive training manual that is designed to serve as a practical resource for future similar training sessions held internally. It should include detailed instructions, guidelines and tools or templates that enable YEH to conduct similar training programs effectively and independently. The manual must be clear, structured and user-friendly – ensuring its adaptability and usability across various contexts.

The assignment is to take place between 15th January 2025 and 31st March 2025.

4. Application

Interested parties are requested to submit an offer (including a technical and financial proposal as well as relevant qualifications and experience with resumes of key personnel involved) to tenders@yunuseh.com by 25.01.2025. The candidates will be ranked by suitability and economic factors.