

# **Economic Advisory: A guide on requesting support from the Thematic Expert Group**

## **About the Thematic Expert Group**

To strengthen governments' green and resilient COVID-19 recovery, a virtual Thematic Expert Group has been established to provide governments with sector and thematic expertise. Please note that this support is not limited to those countries receiving economic advisory support – all member developing countries are eligible.

## **Submitting Requests to the Thematic Expert Group**

Requests for support should be emailed to [econadvisors@ndcpartnership.org](mailto:econadvisors@ndcpartnership.org) by either NDC Partnership government member focal points or economic advisors (if cleared with focal points). Requests should include:

- A brief description, including the sectors or themes and types of support (e.g. discussions, research);
- Which TOR deliverable(s), if any, this technical advice contributes to; and
- Estimated time needed and via what medium (e.g. 1-hour call, advice via email for 10 hours per month).

Each request will be reviewed by the NDC Partnership Support Unit for completeness and clarity before being circulated to the Thematic Expert Group for response. In countries where an economic advisor exists, the advisors will complete the first review; in all other cases, the Support Unit will review. Where it is determined that support is needed, complete requests will be circulated to the members of Thematic Expert Group for their response within 7 business days. Once a match has been identified, the country and the thematic expert will be invited to communicate directly with each other, keeping the Support Unit copied for lesson learning.

## **EXAMPLE EMAIL FOR COUNTRIES TO REQUEST SUPPORT**

To: [econadvisors@ndcpartnership.org](mailto:econadvisors@ndcpartnership.org)

Subject: Request for Thematic Expertise - [COUNTRY NAME]

Dear NDC Partnership colleagues,

The government of [COUNTRY NAME] would like to request on-demand, virtual support from the NDC Partnership to ensure that specific sectors or themes related to climate adaptation and mitigation issues are incorporated in our recovery responses. [If request is not coming from the Focal Point, include the following: This request has been approved by the NDC Partnership Focal Point(s) in country, namely [NAME].]

The advice being requested includes support to [describe the objective of the support] and is directly related to our country's COVID economic recovery. The support focuses primarily of these specific sectors or themes: [List sectors/themes]. We anticipate the support to include [describe types, e.g. desk research, expert guideline, economic analysis, support with modelling work]. The expected time and medium of support is as follows [describe estimated time needed and via what medium, e.g. 1-hour call, 20 hours of desk research].

The support directly corresponds to the following TOR deliverables from the economic advisory support we are receiving from the Partnership: [List relevant TOR deliverables]

Best regards,

[Country Focal Point]