REQUEST FOR PROPOSALS
FOR AN INDEPENDENT MONITORING, EVALUATION AND LEARNING REPORT
ON THE UNITED KINGDOM’S TECHNICAL ASSISTANCE FUND IN CONTRIBUTION TO THE NDC PARTNERSHIP

Deadline for submission: 16 December 2022

I. Introduction

This fixed-price request for proposals (RFP) outlines the terms of reference for an independent monitoring, evaluation, and learning (MEL) assessment of the United Kingdom’s (UK) technical assistance (TA) funds provided in contribution to the NDC Partnership (hereby referred to as the UK TA funds). At the request of the UK, this Report, commissioned by the NDC Partnership, managed by its Support Unit, and administered by the World Resources Institute (WRI) will be conducted between December 2022 and March 2023.

II. Purpose

Through its contribution to the NDC Partnership, the United Kingdom (UK) has provided the UK TA funds, which are coordinated with the Support Unit, to support programming in response to country requests. For the period 1 October 2019 – 31 March 2023, the UK has allocated £5,000,000 via the UK TA fund. This funding has been provided by the Department for Business, Energy and Industrial Strategy (BEIS).

To understand the impact of these funds as of December 2022, the UK and the Partnership Support Unit seek to conduct a basic monitoring, evaluation and learning (MEL) assessment of how the funds to-date have been used, what has been achieved, and the efficiency and impact of this model.

III. Objectives

The assessment is intended to determine the value and impact of UK technical assistance funding provided via the NDC Partnership in order to evidence the need for future funding, as well as inform the delivery of the UK TA fund, and provide evidence for the effectiveness of providing technical assistance via the Partnership.

IV. Background - History of the NDC Partnership

Launched at COP 22 in Marrakesh in November 2016, the NDC Partnership currently brings together more than 200 members, including more than 120 countries, developed and developing, and more than 80 institutions to create and deliver on ambitious climate action that helps achieve the Paris Agreement and the Sustainable Development Goals (SDGs). Governments identify their NDC implementation priorities and the type of support that is needed to translate them into actionable policies and programs. Based on these requests, the membership offers a tailored package of expertise, technical assistance, and funding. This collaborative response provides developing countries with efficient access to a wide range of resources to adapt to and mitigate climate change and foster more equitable and sustainable development.

The NDC Partnership is guided by a Steering Committee, led by two Co-chairs from a developing country and a developed country, and a seventeen-member Steering Committee, which is represented by developing and developed countries, along with institutional partners. NDC Partnership members play various mutually supporting roles, but overall, implementing and development partners (i.e., institutional and developed country members) support
developing country members with technical and financial resources to accelerate NDC action. The NDC Partnership Support Unit serves as a secretariat for the Partnership. The Support Unit is hosted by the World Resources Institute (WRI) in Washington, D.C., by the United Nations Framework Convention on Climate Change (UNFCCC) in Bonn, Germany, and by the United Nations Office of Project Services (UNOPS) in Bonn, Germany.

The Partnership was founded on the notion that while significant international technical assistance, expertise, financing, and other resources for climate action exist, these were not being deployed effectively or in coordinated way, to maximize efforts towards achieving Paris Climate Agreement goals. Thus, the Partnership was formed to facilitate this and charged with providing fast, nimble, and catalytic support for accelerated climate action; a central role of the Partnership is to pair country mitigation and adaptation needs with the relevant climate actors and their available support. As such, the Partnership embodies an initiative akin to a start-up, intended to innovate where there are opportunities and adapt to fast changing circumstances in order to meet goals.

While the NDC Partnership was formally announced in late 2016, the Partnership did not initiate its secretariat functions and operations until September 2017. The NDC Partnership’s Steering Committee approved and finalized the Partnership’s first Work Program for the 2018-2020 period in September 2018, and its accompanying Monitoring & Evaluation Framework (MEF) in May 2019. At the end of 2020, the NDC Partnership’s Steering Committee approved the Partnership’s current 2021-2025 Work Program and Monitoring & Evaluation Framework (MEF), which outline the Partnership’s theory of change and results framework for facilitating and accelerating effective NDC implementation.

The Work Program identifies the key results that it seeks to support, as illustrated in the Partnership’s Theory of Change matrix below.

<table>
<thead>
<tr>
<th>IMPACT</th>
<th>OUTCOMES</th>
<th>INTERMEDIATE OUTCOMES</th>
<th>OUTPUTS</th>
<th>ASSUMPTIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Countries successfully reduce, improve climate governance and advance scalable development, with strong international support consistent with the achievement of the Paris Agreement and other global goals for Sustainable Development</td>
<td>By 2020, member countries have addressed local or national scale of NDCs with the support of the Partnership.</td>
<td>Implementing and development partners accelerate and coordinate support so that member countries have the capacity and resources needed to develop and update their NDCs in line with whole-of-society approach.</td>
<td>Implementing and development partners have the capacity and resources to respond with speed and flexibility to requests from countries through the Partnership.</td>
<td>High level commitment from members and stakeholders to align with the Guiding Principles of the NDC Partnership.</td>
</tr>
<tr>
<td>Member countries communicate new NDCs reflecting greater quality and ambition by 2020 with the support of the Partnership, inspiring and informing others.</td>
<td>Member countries have integrated NDC mitigation and adaptation targets into national and subnational plans, policies, budgets, and recovery plans.</td>
<td>Member countries have participated in NDC coordination mechanisms and resources for inclusive and transparent NDC implementation and updating.</td>
<td>Member countries have results-based, equitable, and inclusive NDC Action Plans in place, aligned with development and recovery plans.</td>
<td>Availability of technical and financial resources to support building support from member countries for NDC implementation and updating at the national and subnational levels.</td>
</tr>
<tr>
<td>Member countries receive increased investment flows towards climate action.</td>
<td>Member countries adopt increased country access to knowledge and capacity development.</td>
<td>Improved enabling environment, including and mobilization of public and private financial providers.</td>
<td>Implementing and development partners use Partnership data and insights to program support in alignment with NDC Action Plans.</td>
<td>Implementing and development partners use Partnership data and insights to improve governance and adaptation of their NDCs and to the work of the Partnership.</td>
</tr>
</tbody>
</table>
V. Scope, Methods and Outputs

The final deliverable of this assignment will be a 10–15-page report, synthesising evidence collected through the following methods:

- **Analysis of data provided by the Partnership Support Unit on how the funds have been used**
  - This information will be systematized based on a desk review of all contracts supported by the UK technical assistance fund.

- **An online survey**
  - The consultant/firm will develop, implement and analyse an online survey based on the questions outlined below, which may be tailored for different key stakeholder groups.

- **Interviews with key stakeholders**
  - The NDC Partnership Support Unit will facilitate organizing interviews with at least six key stakeholders (2 recipient countries, 2 British Embassies or High Commissions, the UK government team (BEIS) and the Support Unit) identified in collaboration with the UK government team.

The report will include a qualitative assessment of what the UK TA fund has achieved and the impact it has had, two outcome/impact case studies, and a value-for-money assessment. The final report and all associated analytical components (survey, interviews, assessments, etc.) will be submitted in clear and grammatically correct English. The report will focus on the impact and value of where UK funds have been deployed for:

- Responding to technical assistance needs of countries submitted to the Partnership through Request for Support Letters or Partnership Plans
- Deploying or extending contracts for in-country facilitators requested by countries

The UK TA funds have also supported several activities for the NDC Partnership Support Unit, such as results-based management trainings. This MEL assessment will focus only on the support to countries (technical assistance and facilitators), omitting assessment on use of funds for Support Unit operations. The questions below are illustrative for purposes of exemplifying the types of answers the UK and the Partnership seek through this assessment. The consultant/firm is expected to further refine these questions for purposes of this MEL assessment, including interviews or surveys. The consultant/firm is responsible for designing the review to achieve the objectives set out in Section II.

1. **Quantitative Assessment:** Desk review of all contracts funded by the UK TA fund based on information synthesized by the Partnership Support Unit, including the countries supported, the sectors covered, and the funding levels per assignment. Final deliverables from technical assistance activities can also be provided, as needed for completed assignments.

2. **Qualitative assessment:** Conduct surveys and interviews, based on a desk review of contracts, to address the following questions from the perspective of:

   - **Beneficiaries** (*via surveys and/or virtual interviews*) to explore:
     - i. Has the funding delivered on its intended objectives for the country-specific TA
     - ii. Has it been delivered in an agile way?
     - iii. How has funding supported countries to implement their NDCs?
iv. For facilitators, how has the funding facilitated the implementation of the countries’ NDCs?

v. To what extent has the TA provided led to a sustainable building of capability or capacity?

- **UK embassies/high commissions** *(via surveys)* to explore:
  i. Where has the TA enabled the embassy to deploy support it would have not been able to do so otherwise (or as quickly)?
  ii. Where has TA supported or complemented bilateral climate programming?
  iii. Where has TA supported UK climate objectives?

- **Support Unit / UK government team (BEIS)**: *(via interviews)* to explore:
  i. Has the TA fund enabled you to seek further investment from other donors and new requests from countries, and if so, how and why?
  ii. Has the model of the fund which has been managed by the Support Unit ensured limited to no overlap and duplication with other donors, including through the support offered by the Partnership Action Fund?

3. **Impact case studies**: Develop two case studies that may focus on the following options:

- **Context of emissions reductions** projected for the country supported by the UK TA fund. While direct attribution between the support provided and projected emissions cannot be calculated given the cross-cutting nature of the support, the case studies should outline the context of countries emissions reduction goals and the ways in which the support may have supported positive climate outcomes (in line with the NDC Partnership’s Theory of Change, see Section IV).
- **New/updated policies, programmes, or plans**, which have been created and/or implemented due to the TA work.
- **Enhanced capacity** within the Government for NDC implementation.
- **Lessons learned** from the supported activities.

4. **Value for money assessment**: Assess how UK TA funds have provided value for money, through elements of Efficiency, Effectiveness, Economy, and Equity, and draw out top-line recommendations for how the deployment of the TA funds could be consolidated and/or strengthened moving forward to maximize its overall value for money based on the criteria below

- **Efficiency**: Assess how efficiently the “project” (i.e., the UK TA fund) is delivering its outputs, considering the rate at which intervention inputs are converted to outputs and its cost-efficiency
  i. Is the UK TA funding able to act as the fast and flexible funding mechanism for the Partnership?
  ii. Is the SU the best route for allocating and implementing the funds?
  iii. Does having the decision power sit in UK government ensure efficiency?

- **Effectiveness**: Assess the quality of the intervention’s work by assessing the rate at which outputs are converted into outcomes and impacts, and the cost-effectiveness of this conversion
  i. How have the funds led to tangible results in terms of NDC enhancement or accelerated implementation?
ii. Has the TA fund provided support that directly links to a country being able to implement its NDC?

iii. What has been the additionality of the support provided through the UK funds, in terms of follow-up on activities or new requests from countries?

iv. Has the TA fund’s ability to move quickly, and provide flexible but small amounts of funding been deployed in a way that was not duplicative of other support, and able to act as a catalyst for further investment from other donors?

- **Economy**: *Assess the degree to which inputs are being purchased in the right quantity and at the right price*
  
  i. Has working through the SU, and the UK getting the SU to do much of the work on its behalf, ensured the most can be made from the limited funding?
  
  ii. Is the dedicated capacity to manage the funds, from both the UK and the NDC Partnership Support Unit sides, matched with the impact the fund is having?

- **Equity**: *degree to which the results of the intervention are equitably distributed*
  
  i. Has the TA fund supported countries that were unlikely to be supported by other donors?
  
  ii. Has the TA that has been delivered had equitable benefits for all involved?

- **Recommendations** on how the TA fund could be consolidated and/or strengthened moving forward to maximize its overall value for money based on the criteria above.

### VI. Timing

This work is expected to begin in December 2022. A preliminary report outlining the final report’s proposed methodology, as well as the list of stakeholders to be interviewed, to be determined in consultation with the UK and the Support Unit, will be submitted by 20 January. A draft of the report incorporating feedback as appropriate will be submitted by 24 February 2023, and a final version of the report will be submitted no later than 17 March 2023 to coincide with the completion of the UK TA funding period. The final report will be circulated to the United Kingdom and the NDC Partnership Support Unit.

### VII. Submission of Proposals

The NDC Partnership invites proposals for the execution of the monitoring, evaluation and learning assessment of the UK TA funds by an external consultant/firm, for submission by 16 December 2022.

- **Selection process**

  A shortlist of potential consultants will be identified jointly by the World Resources Institute and the NDC Partnership Support Unit and will be based on the strength of the consultant or team, the quality of the proposal, and the cost of the services. The NDC Partnership Support Unit and Co-Chairs of the NDC Partnership’s Steering Committee will approve the final consultants, whose services WRI will procure. Work is expected to begin in December 2022 or early January 2023.

- **Cost of Services**

<table>
<thead>
<tr>
<th>Deliverable Description</th>
<th>Illustrative timeline and budget (USD)</th>
</tr>
</thead>
<tbody>
<tr>
<td>The estimated budget for this project is no more</td>
<td></td>
</tr>
</tbody>
</table>

5
than USD $50,000. As part of your proposal, consultants should prepare a budget per deliverable as outlined below. **Deliverable Number**

<table>
<thead>
<tr>
<th>Number</th>
<th>Deliverable Description</th>
<th>Timeline</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Preliminary Report based on consultation with NDC Partnership Support Unit outlining proposed methodology, data use, and stakeholders to be interviewed for the delivery of the Final Monitoring and Evaluation Report of the UK Technical Assistance Fund</td>
<td>Approx. 2 weeks</td>
</tr>
<tr>
<td>2</td>
<td>Quantitative Assessment*</td>
<td>Approx. 1 month</td>
</tr>
<tr>
<td>3</td>
<td>Qualitative Assessment*</td>
<td>Approx. 1 month</td>
</tr>
<tr>
<td>3a</td>
<td>Online Survey Questionnaire*</td>
<td>Approx. 1 week</td>
</tr>
<tr>
<td>3b</td>
<td>Completion of Stakeholder Interviews*</td>
<td>Approx. 1 month</td>
</tr>
<tr>
<td>4</td>
<td>Two Impact Case Studies*</td>
<td>Approx. 3 weeks</td>
</tr>
<tr>
<td>5</td>
<td>Value for Money Assessment*</td>
<td>Approx. 2 weeks</td>
</tr>
<tr>
<td>6</td>
<td>Draft of the Final Monitoring and Evaluation Report of the UK Technical Assistance Fund</td>
<td>Approx. 2 months</td>
</tr>
<tr>
<td>7</td>
<td>Final Monitoring and Evaluation Report of the UK Technical Assistance Fund, incorporating draft feedback</td>
<td>Approx. 2-3 months</td>
</tr>
</tbody>
</table>

Total timeline: 2-3 months  
Total budget: USD 50,000

* = To be included in Draft Report and Final Reports (Deliverables 6 and 7)

- **Requirements**

  The consultant(s) will have the below profile, with the lead consultant having at least 3 years of experience in (a) and (b).

  a. Experience conducting independent assessments of the performance of international non-profit organizations, international organizations both in their programmatic work and their support functions; Experience in evaluations related to climate change/climate finance or coordination is an asset.

  b. Significant international or country experience related to the management, development, coordination implementation of climate change and sustainable development programs;

  c. Familiarity with the countries in which the NDC partnership works;

  d. Ability to conduct desk research and interviews in English (required), French or Spanish (optional), and
e. Expertise in key thematic areas of focus for the NDC Partnership (gender equality, youth engagement, climate finance, NDC enhancement).

- Proposal content

Prospective consultants should submit:

- A statement of interest describing the proposed team and how it meets the above requirements;
- CVs of team member(s);
- One example of a similar assessment;
- Two references from a previous assessment;
- A brief outline (up to five pages) of the proposed methodology and work plan; and
- A proposed budget with breakdown of costs.

Submission deadline

All proposals must be sent by **16 December 2022**, in electronic format to:

Whitney Pierson

Operations Manager

NDC Partnership Support Unit

10 G Street NE

Washington, DC 20002

E-mail: whitneypierson@ndcpartnership.org