



## **Request for Proposals: Toolkit on air quality - improvement and dissemination**

### **Introduction**

We are seeking one or more experienced organisation(s) or consultancies to support the implementation of a set of activities in relation to the Air Quality Toolkit for Development Finance Institutions (DFIs). The AQ Toolkit was published in April 2025, and has seen significant uptake from bilateral and multilateral donors. A number of additional activities have been identified as strategic to ensure further uptake and integration of the toolkit by the target audience.

### **About the Clean Air Fund**

Launched in 2019, the Clean Air Fund (CAF) is a philanthropic initiative with a mission to tackle air pollution around the world. Our aim is to help build and support a powerful global movement for clean air. We achieve this by bringing together funders, researchers, policy makers and campaigners working on a wide range of issues to find and scale solutions that will provide clean air for all. We work where the need and potential for impact are greatest: in the EU, Poland, Ghana, India, South Africa and the UK and global cities across Africa, Latin America, Asia and Europe. We also have global thematic programmes, raising air pollution up the international climate and health agendas. Our global themes span data, health, advocacy, super-pollutants and private sector engagement. More information about the Clean Air Fund can be found on our website: <https://www.cleanairfund.org/>

### **Background to the assignment**

Every year, the Clean Air Fund produces The State of Global Air Quality Funding report, providing the only global snapshot of outdoor air quality funding, along with recommending opportunities for international development funders to do more. Key findings from the report show that 1% of international development finance is used on air quality specific projects. Another 5% of funding goes to projects which delivered outdoor air quality improvements as a co-benefit of the intervention. While these projects are certainly beneficial for the clean air agenda, the lack of conscious programming into project design and delivery suggests that, for the most part, air quality outcomes continue to be overlooked or undervalued in most development interventions.

As major donors, MDBs and bilateral donors play critical roles in substantially increasing the availability of development finance for air quality. Clean Air Fund commissioned the development of the [Air Quality Toolkit for DFIs to](#) provide a tool for DFI staff with concrete measures to integrate air quality considerations into existing sectoral projects, to bring out air quality co-benefits.

The toolkit was published in April 2025, at an event hosted at the Inter-American Development Bank (IDB), with the Asian Development Bank (ADB) and Clean Air Fund as co-hosts. Over the course of 2025, training materials were developed, and in-person training was delivered to staff at ADB, and other DFI project officers and staff from other institutions attended numerous learning webinars.



The toolkit has been translated into Spanish and French and multiple case studies have been developed that show how the toolkit can be applied to real-life DFI projects.

As the next stage for the toolkit roll out, and as part of this assignment, further engagement with DFIs will be undertaken with the aim to increase institutional awareness about the importance of air quality and will aim to embed air quality considerations more strongly within DFI processes and structures. This will include work on training and capacity building within target institutions.

Furthermore, areas for improvement and optimisation of the toolkit need to be identified, and will be implemented by the contracted consultant.

### **Scope of work**

Training and capacity building:

- **Delivering of a bespoke in-person training** for staff (both HQ and regional) of a major Latin American development bank, building on existing AQ toolkit training materials. This will involve working closely with representatives of the bank on adapting the course materials to the needs and the context of the bank and the region. The training may also be attended by country representatives. Other bespoke in-person training to one or a group of multiple development banks may also be in scope.
- **Supporting the development of eLearning materials:** At least one MDB will be turning the AQ toolkit learning materials into an a-synchronous e-Learning module. We are looking for a consultant who can support in the adaptation of the toolkit into eLearning content, with a particular focus on providing technical assistance and overseeing technical accuracy.
- **Delivery of webinar sessions:** delivering of up to two 2-hour-long webinar training sessions to AQ Toolkit target audiences.

Toolkit optimisation and expansion

- **Needs assessment:** The consultants will conduct a needs assessment on what may be required to further aid the uptake and use of the toolkit by the target audience. The consultants will be tasked to gather the feedback from institutions on their experience with the toolkit to date, and identify and recommend areas for improvement based on user- and prospective-user insights gathered. This will include the assessment if a digital tool to improve usability is required.
- **Development of an interactive digital tool:** Pending the outcome of the needs assessment, it is likely that the consultant will develop a proposal for a digital tool to accompany the toolkit, and implement its development.
- **Development of thematic deep-dive resources in relation to super pollutants:** As with air pollution more generally, black carbon and other super pollutants are often overlooked in project design and appraisal, leading to missed opportunities for climate mitigation, health improvements, and economic gains. The consultants will be tasked with developing an addendum to the toolkit that provides an overview of super pollutants and how to integrate them into project development in step-by-step basis. Development of this resource should be done in consultation with target institutions.



- **Development of case studies to show how the toolkit can be applied in different sectoral scenarios:** Several case studies have already been developed. The consultants will be asked to develop additional case studies, covering a broader geographic spread, including projects in Africa

### **Delivery timeline**

| <b>Core deliverable</b>  | <b>Estimated delivery timeline</b>                 |
|--|--|
| Delivering of a bespoke in-person training   | Q2-4 2026 with a potential to move into Q1 of 2027 |
| Supporting the development of eLearning materials  | Q2 - Q3 2026                                       |
| Delivery of webinar sessions   | Q2 - Q3 2026                                       |
| Needs assessment   | Q2 2026  |
| Development of an interactive digital tool   | Q3-Q4 2026   |
| Development of thematic deep-dive resources in relation to super pollutants                        | Q2-Q3 2026   |
| Development of case studies to show how the toolkit can be applied in different sectoral scenarios | Q2 2026  |
|  |  |
| <b>Project management deliverables:</b>  |  |
| Overall project management of work   |  |
| Regular updates (in writing and verbally) to CAF team  |  |
| Project completion reports for all core deliverables   |  |
|  |  |

### **Target audiences**

The intended target audience of the toolkit are individuals in charge of designing, implementing and/or evaluating projects that (have the potential to) directly or indirectly improve air quality. As such, audiences will include;

- Project officers in bilateral and multilateral finance institutions.
- Government officials in departments focusing on international development, climate, health, transportation, etc.
- Senior officials and decision makers within development finance institutions.

In close collaboration with the Clean Air Fund, the consultant/s will ensure the target audiences are informed and consulted as needed to inform the best possible delivery of above activities. All activities in relation to disseminating and optimising the toolkit need to be developed with these target audiences in mind.



### Overview of proposal requirements

- Proposals should not exceed 8 pages, excluding company profile and team profiles, setting out how the core deliverables will be approached.
- The proposal should include evidence of the existing and past relationships that the consultancy has within the target audiences.
- You must include CVs of project team members.
- Where a proposal is suggesting a different approach or not satisfying one of the above areas, the rationale for this change should be made clear.
- Timeline
- Budget (not to exceed \$100,000)

### Proposal timeline

Please get in touch if you have questions regarding the RFP, contacting Merel Krediet, [mkrediet@cleanairfund.org](mailto:mkrediet@cleanairfund.org).

The deadline to submit proposals is **26 March 2026**. Proposals must be submitted via email to Yara Fathi, [yfathi@cleanairfund.org](mailto:yfathi@cleanairfund.org).

| Activity                                | Deadline              |
|---|-----------------------|
| Publish RFP                             | 12 March 2026         |
| Deadline for proposals                  | 26 March 2026         |
| Review of proposals                     | 30 March – 3 April    |
| Notification of decision                | On or before 14 April |
| Contracting completed and project start | May                   |

### Background Reading/Resources:

- [Air Quality Toolkit for Development Finance Institutions - Clean Air Fund](#)
- [The State of Global Air Quality Funding 2025 - Clean Air Fund](#)