

## **Results Framework of CAF 2023-2026 strategy**

Request for Proposals

September 2022

**The Clean Air Fund is seeking specialist expertise to undertake a short project starting in October 2022. The consultant will have in-depth knowledge of and expertise in designing results frameworks, strong data analysis capabilities, and extensive experience in working with global teams.**

### **Background**

The Clean Air Fund (CAF) was set up in 2019 and since then invested significantly in interventions to help tackle air pollution. It has steadily grown its portfolios, both in reach and depth. Throughout this phase, CAF used a basic results framework that brought together KPIs from across its portfolios.

Recently, the organization completed the development of its 2023-2026 strategy. It also committed to setting up a new impact function to consistently measure and demonstrate strategic impact of its investments.

The results framework needs to be updated to be aligned to the new strategy and theory of change. This includes reviewing all outcomes and KPIs at the portfolio level and bringing together into results framework at the organizational level. The output of this work will help strengthen our organisational approaches, processes and capacity to monitor, evaluate and learn from our work, impact and performance. It will also be an important accountability tool for our core funders.

### **Background to 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.

More information about the Clean Air Fund can be found on our website: [www.cleanairfund.org](http://www.cleanairfund.org)

### **Project objectives**

1. Develop a Results Framework for the new 2023-2026 Strategy. The Results Framework will incorporate the impact, outcome and output indicators necessary for monitoring progress against the new Strategy, as well as the data sources, means of verification, baselines and the frequency of monitoring. It will reflect attribution and contribution of CAF's work where possible.
2. Develop a foundational monitoring, evaluation, accountability and learning (MEAL) system and processes at organisational and programmatic levels. This will include an overall system and approach to monitoring, evaluation, reporting, and learning; a sub-set of Key Performance Indicators (KPIs) drawn from the Results Framework to routinely monitor and measure progress and impact; systems for reporting on performance (e.g., Annual Report, quarterly Board Meetings, reporting to donors and partners); and the processes and approaches for strategic and programmatic evaluations that will facilitate continuous learning and improvement.

The scope of work for this consultancy will focus on 1 and 2 initially (with scope for the consultant to support the training required in 3. This will only be considered if there is sufficient time. It is a secondary priority):

- Strengthen CAF's organisational capacity and expertise in M&E. Train staff on the M&E system, Results Framework and processes that are put in place, as well as upskilling and training on M&E to build expertise across the team and build it into staff's work and responsibilities.

The project is expected to be completed by 20 December 2022, taking an estimated 30 days from w/c 24 October. A summary of the deliverables and key dates are outlined below:

Deliverable	Date
A short inception report, including outline and approach to Results Framework, and an overall approach for developing the MEAL system.	31 October 2022
A Strategic Results Framework for 2023-2026, with impact, outcome and output indicators, Means of Verification (MoV) and data sets, baselines, and frequency of reporting.  Draft to be shared with MEL AG and CAF staff for input and comments.	First draft 24 November  Final draft 2 December
A foundational MEAL system for 2023-2026, including KPIs for routine monitoring, systems for reporting, and processes for strategic and programmatic evaluations. The draft will be shared with key staff for input and comments.	First draft 9 December  Final draft 19 December

### **Proposal format and requirements**

The successful consultant(s) will have a demonstrated track record of delivering similar activities for global, grant-giving organizations.

Applicants should provide:

- A CV and cover letter skills and experience relevant to this project
- An expanded set of proposed activities, deliverables and associated deadlines to meet the project objectives, including KPIs such as proposed number of interviews.
- A budget with activity and cost breakdown

After the application deadline the Clean Air Fund will review proposals and engage with preferred suppliers to expand on the project objectives and approach, and to develop an agreed set of activities and associated budget before contracting. Submissions may be shared with partner stakeholders such as the CAF Monitoring, Evaluations, and Learning Advisory Board.

### **Timeline and submission**

The deadline for submission of proposals is end of day 30 September. Proposals must be submitted via email to [svanderploeg@cleanairfund.org](mailto:svanderploeg@cleanairfund.org).

Activity	Date
Deadline for questions	16 September 2022
Deadline for proposals	30 September 2022
Review of proposals and decision on preferred bidder	10 October 2022
Proposal finalisation, and agreement	21 October 2022
Contracting and project start	24 October 2022
Deadline for completing the work	20 December 2022

