

## Terms of Reference

### WISER Project Sustainability Assessment

#### **Introduction**

In 2015 the Department for International Development (DFID), now the Foreign Commonwealth and Development Office (FCDO), awarded the Met Office (MO) the role of Fund Manager for the Weather and Climate Information Services for Africa (WISER) Programme. This was a ground-breaking opportunity for the MO to become Fund Manager for FCDO, building on the successful Delivery Partner role for FCDO and BEIS funded Projects and Programmes. It was the first time the Met Office was responsible for overseeing the dispersal of significant funds to international development partners on behalf FCDO.

Over the last five years, WISER has made substantial and sustained improvements to the quality, accessibility, and use of weather and climate services across East Africa and the Sahel. WISER Phase 1 ran from 2016-2017. WISER Phase 2 commenced in 2017 and is due to close in December 2021. FCDO have requested WISER Fund Management to undertake a series of additional activities between July and December 2021 to sustain and enhance relationships with WISER stakeholders and to respond to critical programme learnings.

WISER's learning highlights the need for an increased focus on how to better promote and measure the sustainability of co-produced weather and climate information services (WCIS). To respond to this, Fund Management aim to develop a sustainability assessment toolkit that can be piloted against of WISER's Phase 1 projects, further refined and rolled out against WISER's Phase 2 projects and beyond.

#### **Purpose**

This ToR aims to examine the sustainability of all five WISER Phase 1 projects and one Phase 2 project, to better understand whether the outcomes and key results of projects have remained intact or have even continued to grow post-project closure. This will provide critical learning on programme sustainability and the impact of FCDO funding.

The consultant will be responsible for developing the assessment tool, conducting a Sustainability Assessment by revisiting up to 6 closed projects across East Africa and evaluating their sustainability since projects closed. This assessment will involve:

1. Developing a tool that can be applied to assess project sustainability in the multiple projects and contexts that WISER has worked in.
2. Identifying sustainability criteria to guide the assessment
3. Establishing relevant data collection methods and approaches to examine the impacts, synergies and any potential conflicts to sustainability that may have arisen.
4. In-country pilot assessments of the tool with the six WISER projects. Countries requiring travel are Kenya, Tanzania, and Uganda.
5. Consultation with end users and key stakeholders involved in projects, including NMHS where appropriate.

The results of the analysis will help identify ways in which the potential for sustainability can be better supported within the lifetime of projects and the programme.

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The consultant will also use the learning from the Sustainability Assessment to design “progress markers” for co-produced WCIS. The progress markers will help track and assess the potential of a programme’s sustainability over the course of its duration and possibly beyond. Progress markers have shown to be beneficial in examining the processes and outcomes of sustainability in the climate change sector by detecting early, interim, and advanced signals of change. This would provide WISER with an approach to track and assess the sustainability of co-produced WCIS specifically, that can also be used for similar programmes working on WCIS in the future.

## Deliverables

This Terms of Reference has three deliverables:

- A tool or framework to assess WISER project sustainability – revised based on pilot assessments.
- A report on the results of WISER Projects Sustainability Assessment, including key findings, lessons learnt and recommendations.
- A set of progress markers which can be used by WISER Projects to identify early, interim, and advanced signals of sustainability of co-produced WCIS in future programmes.

Eols should demonstrate how they intend to develop the tool and pilot it in-country with projects. Eols should clearly address how travel to countries will be achieved, and any challenges overcome.

## Timeline and milestones

Inception Report	Aug
Delivery of tool or framework to assess WISER project sustainability	Sept
Pilot of tool/framework with closed projects in East Africa	Oct
First draft of WISER Projects Sustainability Assessment report	Oct/Nov
First draft of Progress Markers for Sustainability of Co-Produced WCIS.	
Presentation on outputs of all three deliverables	Nov
Final delivery of report on the results of WISER Projects Sustainability Assessment, and Progress Markers for Sustainability of Co-Produced WCIS.	Dec

It is expected that the successful contractor will speak virtually with WISER Fund Management on a fortnightly basis to review progress and address any risks or issues.

## Budget

This ToR is expected to take in the region of 60 days and be made up of a team of consultants in order to meet the national travel requirements.

Expressions of Interest should outline day rate, allocation of days across deliverables – with consideration to how project assessments within East Africa will take place - and phasing of work across the timeline above.

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## Next Steps

Interested individuals or organisations are requested to submit a max. two-page Expression of Interest (EoI), outlining the proposed methodology, timeline and costings. In addition, attachments of relevant experience (CV or equivalent) and at least one example of relevant work and two references should be submitted.

EoI's to be submitted by email to [WISER@metoffice.gov.uk](mailto:WISER@metoffice.gov.uk) with a copy to [Claire.gray@metoffice.gov.uk](mailto:Claire.gray@metoffice.gov.uk) by **Tuesday 3<sup>rd</sup> August, 16:00 GMT**, with Teams calls held with those shortlisted on **Thursday 5<sup>th</sup> August**. The contract is expected to start in August, with contract closure by end of December. There is no scope to go beyond the closure dates.

## EoI Evaluation Criteria

EoIs will be evaluated against the following criteria:

- Consultant relevant skills, experience, and example of similar work
- Value for Money
- Demonstration of the technical knowledge required through the plan proposed
- Ability to meet national travel requirements for tool piloting
- Appropriateness of proposed timeline