



Open Call Part 2
Bidders to Complete

WISER (Weather and Climate Information Services) MENA Programme

Contract Reference: W3_GRT23_MENA_1.0_PROPOSALS

Project Title: [BIDDER TO INSERT PROJECT TITLE]

Grant Funding available: up to £1.4 million (GBP)
--

Grant Funding requested: [BIDDER TO INSERT VALUE]
--

Submissions must be made via email to

Grant.Defrayment@metoffice.gov.uk, no later than:

Friday 28th April 2021 12:00 noon British Summer Time (BST)

CONTENTS

Document	Section		Page
See Open Call Part 1	Table of Contents		Page 2
	Section one	Introduction	Page 3
	Section two	Key Information	Page 4
	Section three	Terms of Reference / Open Call Requirements	Page 6
	Section four	Submission Process	Page 8
	Section five	Theory of Change Output Areas	Page 9
	Section six	Monitoring Evaluation and Learning (MEL)	Page 11
	Section seven	Gender Equity and Social Inclusion (GESI)	Page 11
	Section eight	Technical Assistance and Partnerships (TAP)	Page 12
	Section nine	Value for Money (VfM)	Page 13
	Section ten	Assessment and Evaluation Criteria	Page 14
	Section eleven	Award Process	Page 18
	Section twelve	Project Reporting and Monitoring	Page 19
	Section thirteen	ODA Statement Guidance	Page 21
Annexes	Proposal Guidance	Page 23	
Open Call Part 2	Section fourteen	Eligibility and Compliance Assessment	Page 3
	Section fifteen	Organisation Details and Insurances	Page 6
	Section sixteen	Proposal Summary	Page 7
	Section seventeen	Proposed Project Plan	Page 9
	Section eighteen	Gender, Equity and Social Inclusion (GESI)	Page 12
	Section nineteen	Monitoring Evaluation and Learning (MEL)	Page 13
	Section twenty	Relevant Skills and Experience	Page 14
	Section twenty-one	Financial Breakdown and Value for Money	Page 15
	Section twenty-two	External Dependencies	Page 18
	Section twenty-three	ODA Statement	Page 20
	Declaration of Bid Submission		Page 22
	Commercial Sensitive Information Form		Page 23
	Appendices		Page 24

Section fourteen – Eligibility and Compliance Assessment

Pass/Fail	Eligibility and Compliance Assessment
14.1	<p>Grant Terms and Conditions</p> <p>Please see Call Part 2 Appendix A for WISER Terms and Conditions to apply to this Proposal.</p> <p>Any proposed amendments must be submitted with your Proposal. You may not have the opportunity to raise any new issues with the WISER Terms and Conditions after submission.</p>
Response	<p>Please mark the relevant box below as to whether you agree to these T&Cs:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Agree <input type="checkbox"/> Agree on future negotiation of minor amendments as detailed below <input type="checkbox"/> Disagree <p>Note – If the WISER Grant Conditions are not met, the Met Office may deem the proposal to be noncompliant and exclude it from the evaluation process.</p> <p>Note - the WISER Terms and Conditions reflect best practice standards, guidelines and precedents published by the Cabinet Office. Consequently, Met Office can only make amendments that are necessary to reflect factual aspects of Proposals (where these are detailed in the Proposal) or to change respective obligations, where the original allocation would be impractical and/or impact disproportionately on value for money. Amendments will only be accepted in genuinely exceptional circumstances and the Met Office reserves the right to clarify or refuse any or all suggested amendments.</p> <p>Proposed amendments to T&Cs: [Bidder to enter text here]</p>
14.2	<p>ODA Compliance – (Pass/Fail)</p> <p>Submissions must be ODA compliant within the guidelines of Official Development Assistance (ODA), which underpins the purpose of the programme. There must be a clear and direct link to demonstrate that there is economic and societal benefit to the proposed project. Please refer to additional guidance in the Call Part 1 document, which provides factors to consider.</p>

Response	<p>Mark the correct statement below:</p> <p><input type="checkbox"/> I confirm that this proposal qualifies against this ODA criteria.</p> <p><input type="checkbox"/> I confirm that this proposal <u>does not</u> qualify against this ODA criteria</p> <p>Please see Section 23 to complete the required ODA statement.</p>
14.3	<p>Due diligence</p> <p>Please confirm and provide a brief explanation of the due diligence to be followed to ensure against fraudulent use of funds.</p> <p>Note: Organisations must complete the Met Office International Due Diligence questionnaire as part of Proposal development – a copy of this questionnaire can be found in Appendix B of this document.</p>
Response	<p>Mark the correct statement below:</p> <p><input type="checkbox"/> I confirm that due diligence and anti-fraudulent measures have been assessed and qualify as reasonable measures.</p> <p><input type="checkbox"/> I confirm that due diligence and anti-fraudulent measures have either; <u>not</u> been assessed, or <u>do not</u> qualify as reasonable measures.</p> <p>Bidder(s) to enter text here to evidence their compliance (200-word limit):</p>
14.4	<p>Confirmation of Key Organisational Documents</p> <p>Please confirm the Bidder has the following which are in force and will be provided within three (3) Working Days of request by the Met Office:</p> <ul style="list-style-type: none"> • Health & Safety Policy Statement • Staffing Structure to support Bid • Safeguarding Policy (please note, where a safeguarding policy is not in place, the Met Office Safeguarding Policy can be used by the successful bidder). <p>Note: These policies do not need to be submitted with your bid.</p>
Response	<p>Mark the correct statement below:</p> <p><input type="checkbox"/> I confirm that we meet the requirement above.</p> <p><input type="checkbox"/> I confirm that all or some of the above-mentioned documents do not exist.</p>
14.5	<p>Attendance of Meetings</p> <p>The Project Lead, or delegate, is required to attend virtual monthly Project Boards with the Met Office WISER Programme Team. These are focused on project</p>

implementation and provide an opportunity to discuss progress, opportunities and provide support to overcome challenges, lasting approximately 30-60 minutes per month.

The programme will also set up a **MEL Clinic**, potentially every month, focused on results reporting (which is different to reporting on project implementation in the Project Boards above). The MEL Clinic will provide project members with support from the WISER Programme team. The MEL Clinics are optional, however participation is encouraged, with up to one hour available for each project. It will operate on a first-come-first-served basis, with projects required to submit a short form in advance describing the issue, challenge or success they want to discuss, allowing the WISER Programme team to review project submissions prior to meeting.

There is an expectation that projects will hold their own **Quarterly Review Meetings**, every three months. The focus will be on their **project Logframe**, to discuss the performance of the project, the results of which will feed into project reporting to the WISER Programme Team. The WISER Programme Team will be available to provide initial support to help projects set up and run their Quarterly Review Meetings, after which projects will be expected to manage these meetings themselves.

The WISER Programme team will run **Programme Performance Reviews**, most likely online, to align to WISER's six monthly reporting upwards to FCDO. The purpose is to bring projects together to review progress against the **programme Logframe**, into which each project's Logframe will feed. They will also provide an opportunity for peer learning, to discuss what is and what is not working around data collection and progress towards targets, and to find solutions to any challenges faced. These review meetings will be approximately 90 minutes to two hours (depending if facilitated online or in-person).

There may be additional **Learning Events** throughout the life of the Programme where relevant attendance will be expected. There is an expectation that projects will for example take part in **Strategy Testing** with support from the WISER Programme Team - potentially taking place at an annual Learning Event that brings partners together. Strategy Testing will be used to reflect on the WISER MENA programme

	Theory of Change with Implementing Partners, guided by projects' progress. WISER Learning Events will also focus on additional types of cross-learning for projects.
Response	<p>Mark the correct statement below:</p> <p><input type="checkbox"/> I confirm that the above-mentioned meetings are accounted for in this Proposal.</p> <p><input type="checkbox"/> I confirm that the above-mentioned meetings have not been accounted for in this Proposal.</p>
14.6	<p>Location of Activities</p> <p>Please outline the expected location of the proposed Grant Activities. Proposed projects must include activities in all of the following countries – Iraq, Syria, Yemen and Palestine.</p>
Response	[Bidder(s) to enter text here]

Section fifteen – Organisation Details and Insurances

Registered Company Details (if a consortium bid, these details should be of the consortium lead) – Please provide the following details:	
Full legal name of Company and where applicable Registration Number.	[Bidder to enter here]
Company Status i.e., private or public limited partnership, etc.	[Bidder to enter here]
Address of registered office.	[Bidder to enter here]
Telephone number of registered office.	[Bidder to enter here]
Fax number of registered office.	[Bidder to enter here]
Email address of registered office.	[Bidder to enter here]
Name and address of Parent Company if applicable.	[Bidder to enter here]
Is your organisation a Small or Medium Sized Enterprise (SME)?	[Bidder to enter here]

Finance and Insurance

The Met Office requires the following levels of insurance to receive Grant funding:

- public liability insurance with a limit of indemnity of not less than five million pounds (£5,000,000) in relation to any one claim or series of claims arising from the Grant Activities.
- employer's liability insurance with a limit of indemnity of not less than five million pounds (£5,000,000) in relation to any one claim or series of claims arising from the Grant Activities;
- professional indemnity insurance (or equivalent confirmation that the risk can be covered by the organisation) with a limit of indemnity of not less than one million pounds (£1,000,000) in relation to any one claim or series of claims arising from the Grant Activities.

Please confirm the level and details of the insurances your organisation holds below, please use the space provided to give details of alternative arrangements if required

Public Liability Insurance

Insurer	[Bidder to enter here]
Limit of Indemnity	[Bidder to enter here]
Expiry Date	[Bidder to enter here]

Employer's Liability Insurance

Insurer	[Bidder to enter here]
Limit of Indemnity	[Bidder to enter here]
Expiry Date	[Bidder to enter here]

Professional Indemnity Insurance

Insurer	[Bidder to enter here]
Limit of Indemnity	[Bidder to enter here]
Expiry Date	[Bidder to enter here]

Where the above insurances are not held, please provide details of alternative insurance and levels of cover.

[Bidder to enter here]

Section sixteen - Proposal Summary

Information	Detail
Proposed Project Title	

Proposed Start Date	
Proposed Project length (months)	(Note that all projects must complete activities by June 2025, with Reporting and Project Completion Reviews by September 2025)

Project Team	
Lead Person Details	
Information	Detail
Last (family) name	
First (given) name	
Title (Ms, Mr, Dr, etc.)	
Institution name	
Department	
Email address	
Webpage	
Phone number	
Postal address	
Finance Contact Details	
Name	
Role	[e.g. Finance Director / Finance Accountant]
Email Address	
Contact number	
Details of proposed partners, contributors, and counterparts	
Please state other proposed project partners, partners, and contributors. Include information on expected flow of funds, clearly stating who will receive funds and how the relationship will be managed.	
Name (s) and Institution(s)	

--	--

Section seventeen – Proposed Project Plan - 40%

17.1 Project Summary

Please give an overview of how your proposed project will support Early Action for IDPs and refugees in focus countries and provide timeline for delivery

Max 1 side of A4, font size 10

[Bidder to enter text here]

17.2 Project Theory of Change and Logframe

Please provide:

- (1) A Theory of Change map and narrative, including assumptions, for your project.
- (2) A Logframe for your project.

Please use the all the guidance listed below to help you, including the Theory of Change 'How to' and Logframe template. You will need to identify how your project Theory of Change and Logframe links to the WISER MENA Theory of Change and Logframe for the programme. This means showing how your project links to Output Areas 1 and 4 (and others if relevant), and how these outputs contribute to helping WISER reach its intermediary outcomes or outcome in the WISER MENA Programme Theory of Change. This is important because your project will contribute towards the overall performance of WISER. We therefore expect you to be familiar with the WISER MENA Programme Theory of Change and Logframe.

- WISER MENA MEL Guidance (Call Part 1 Annex 1)
- WISER MENA Programme Theory of Change (Call Part 1 Annex 4)

- WISER MENA Programme Logframe (Call Part 2 Appendix C)
- WISER MENA Theory of Change 'How to' for projects (Call Part 2 Appendix D)
- WISER MENA Logframe template for projects (Call Part 2 Appendix E)
- A video for projects on how to complete the WISER Logframe template is available on the Met Office YouTube channel <https://www.youtube.com/watch?v=8oCbX97T2l0> (please note: the video shows the Logframe for WISER Africa, but the instructions are applicable to WISER MENA)
- WISER MENA Value for Money Guidance. (Call Part 1 Annex 5)

Responses must:

- Detail project activities, outputs, outcomes and impact, and which organisation will be responsible for leading and implementing these. This should include description of how project outputs contribute to project outcomes.
- Describe and map how project outputs, outcomes and impact align to the WISER MENA Programme Theory of Change and its outputs, outcomes and impact.

Max 4 A4 pages, font size 10, and in addition 1 A4 page for the project's Theory of Change map

[Bidder to enter text here]

17.3 – Knowledge Management and Applied Learning

Please describe how the project will **enable lesson learning** within WISER, across PHENOMENAL regionally, and where possible globally.

Please also indicate up to three **Learning Questions** the project will gather knowledge on and use to support internal management and / or wider learning. At least one question should focus on an issue of interest to the project team (e.g., testing a new method or technology) and at least one on an issue of interest to an external stakeholder audience (e.g., new opportunities for businesses in a sector).

To formulate a strong Learning Question, the following guidance might be helpful:

- Useful: applicable to the objective and context of the project, and answerable in a timely manner so as to inform decision-making.
- Focused: clear and designed to bring about greater effectiveness in line with the project objective.
- Feasible: proportionate in terms of whether the benefits of answering the question outweigh the costs, and technically and logistically answerable, within the current resourcing envelope (or with resources that are readily available elsewhere).
- Inclusive: developed alongside those charged with answering it and those who will be using the answer.

Please refer to the Knowledge Management and Applied Learning Guidance in Call Part 1 Annex 2 for further information.

Max 1 A4 page, font size 10

[Bidder to enter text here]

17.4 Met Office Technical Assistance and Partnerships (TAP) (if applicable)

Please complete the Technical Support table (Call Part 2 Appendix F) and describe, if any, the Met Office Technical Assistance and Partnerships requirements for delivery of the project. Outline technical area, specifics of support needed, timeline for this input and expected level of effort required from Met Office in number of days per Quarter.

[Bidder to complete Technical Support Excel table]

Technical Area

Types of TAP could include:

- Observations expertise
- Operational forecasting
- Impact analysis
- Impact based forecaster training
- Coproduction facilitation
- Seasonal and sub-seasonal forecasting

- Climate expertise
- Private sector engagement
- MEL support
- Knowledge, Management and Learning
- GESI

Timeline:

FY 2023 – 24: Q2 (Jul – Sept 23); Q3 (Oct – Dec 23); Q4 (Jan – Mar 24)

FY 2024 –25: Q1 (Apr – Jun 24); Q2 (Jul – Sept 24); Q3 (Oct – Dec 24); Q4 (Jan – Mar 25)

FY 2025 – 26: Q1 (Apr – Jun 25); Q2 (Jul – Sept 25); Q3 (Oct – Dec 25);

17.5 Additional delivery if more funding is available (Not Scored)

In the event that additional grant funding is made available in later years of project delivery, please describe any additional activities that could contribute further to WISER MENA Theory of Change Outcomes. For example, additional activities could expand, replicate or scale current activities. Alternatively, new activities could be proposed.

Please note: There is no guarantee that future additional funding will be made available

Max 0.5 A4 page, font size 10

[Bidder to enter text here]

Section eighteen - Gender, Equity and Social Inclusion (GESI) 10%

18.1 Please provide a context analysis/baseline of the project, covering gender issues as well as other relevant social factors.

Focus on GESI barriers in this section, address issues that are specific at the proposed level of implementation and describe what can limit the success of your proposed intervention.

Where possible, present primary research (data and information), and gather corroborating secondary research (data and information). Please refer to the [GESI Guidance Annex 3](#) for further information.

Max 1.5 A4 page, font size 10

[Bidder to enter text here]

18.2 Please describe how the design of the proposed project will address the GESI barriers outlined in the previous section. Demonstrate if the project will address these issues directly or indirectly.

If directly, please specify your proposed GESI-specific solutions (i.e. activities that address the barriers) will entail and outline how this is reflected in the Budget (Section 16).

If indirectly, please specify what are the risks relating to GESI barriers in the project, and how these risks will be mitigated to ensure a 'do no harm' approach. Please refer to the GESI Guidance Call Part 1 Annex 3 for further information.

Max 1.5 A4 page, font size 10

[Bidder to enter text here]

Section nineteen - Management, Governance and MEL 15%

19.1 - Timeline / GANTT chart

Please provide a realistic timeline of the project detailing activities and outputs using Excel GANTT chart template available in Appendix G. You can edit and adapt the template to your needs. Please embed a copy of your completed GANNT chart Excel file below.

[Bidder to embed copy of GANTT chart Excel file here]

19.2 - Project Management Governance Structure

Please detail how decision-making and project management will be governed effectively and equitably both within the Lead Organisation and across the proposed consortium if applicable. Please include a diagram depicting project governance and management structures.

Max 1 A4 page, font size 10

[Bidder to enter text here]

19.3 – Risk Management

Please detail how risks will be identified, managed, and mitigated across the project. Responses should include a risk matrix outlining key risks to delivery and their associated probability, impact on the project, and mitigating actions.

Max 1 A4 page, font size 10

[Bidder to enter text here]

19.4 – Monitoring, Evaluation and Learning

Please outline your plans for managing MEL within your project. We would like to understand your project and organisational capacity for doing MEL activities, managing the MEL function and using MEL data and what MEL support your project might require. For example, do you have someone on your project team with the experience to be a dedicated MEL focal point? Have you decided to manage and deliver MEL in another way? What data collection tools will be designed and used to elicit data against each indicator in the project's Logframe?

Max 1 A4 page, font size 10

[Bidder to enter text here]

Section twenty - Relevant skills, experience and examples 15%

20. Please provide expertise and track record of the organisations and/or people undertaking the work.

Evidence of track record should include a summary of previous activities and projects detailing delivery, budget and impact. Please detail any relevant previous or existing collaborations between project partners. If CVs are submitted, they must **exclude** Sensitive or Personal data as defined by the Data Protection Act 2018, e.g. photos, second name, and should be no longer than 1 A4 page.

Max 1 A4 page, font size 10

[Bidder to enter text here]

Section twenty-one - Financial Breakdown and Value for Money 20%

Grant funding is considered outside the scope of VAT. Any invoices raised to access funds from the Met Office will not contain VAT.

For UK bidders only / where bids include UK subcontractors please note: As grant funding is outside the scope of UK VAT, unless Beneficiaries have made individual arrangements with HMRC to the contrary, any VAT that Beneficiaries incur in delivering their projects is therefore irrecoverable. An example of this would be where you employ a VAT registered sub-contractor to undertake some of the funded project work. Such irrecoverable costs must be included in the calculation of funds required at the point of application and should be categorised as such in the bid. Please ensure that all such costs are openly declared. The Met Office cannot re-enter negotiation over the value of funds awarded after the contract has been agreed and signed and cannot accept liability for the later discovery of these or other undeclared costs.

Funding requests should be activity related. It is not a requirement that funding follow a flat structure whereby the amount of funds dispersed is consistent throughout the Grant Award Term.

Payments will be made on a reimbursement basis as default (quarterly in arrears).

In exceptional circumstances the Met Office may, at its sole discretion, make Grant payments in advance of expenditure. Where this is the case, prior to any payment being made the Beneficiary must provide the Met Office with all necessary evidence, documentation and information it requests to satisfy any relevant internal policy or reporting requirements. If advance payment is being requested, please indicate this in section 21.1 and 21.2 below.

21.1 Indicative Invoicing Schedule:

Proposed Invoicing Date	Proposed Payment Value	Proposed deliverables / milestones / activities to be completed up to the date specified
Total Value		

21.2 Default grant funding approach

WISER Grant funding runs through a quarterly in arrears payment mechanism. Should your project require an alternative funding approach, please outline this below. All funding requests outside of the default mechanism will require a detailed discussion between finance teams, and no guarantee can be given that the programme can deviate from the default mechanism.

Max 0.5 A4 page, font size 10

[Bidder to enter text here if appropriate. Leave blank if not relevant]

21.3 Breakdowns

Please provide a breakdown of project costs within the sections below and complete a quarterly breakdown of your budget using the WISER MENA Proposal Budget Template provided.

Eligible costs include:

- Staff costs
- Sub-contractor fees
- IT access (e.g., Data storage, HPC fees etc)
- Licensing fees
- [Digital spend](#)
- Equipment & supplies – new purchases (excludes CAPEX, see below)
- Existing equipment
- Travel & Subsistence
- Venue Hire
- Communication materials

Please note:

CAPEX (capital expenditure) budget is not available for this Call. Capital expenditure typically includes specialist equipment, office furniture and equipment, standard and off-road motor vehicles and any other project related equipment.

There is a requirement for a project asset register to be maintained for all assets purchased at a value of £500 or more. Attractive assets should also be included on the register. Attractive assets are those considered to be mobile and attractive to a potential perpetrator. This can include items such as mobile phones, laptops, satellite phones, etc. Lower value items that are grouped together and have a



combined value in excess of £500, such as food, pharmaceutical products, relief packs, etc. are also considered to be attractive and should be included on the register.

Per Diems (non-specific daily payments for travel or event attendance) are not allowed for any aspect of the WISER Programme. Costs should be covered under Travel & Subsistence. In exceptional cases, Daily Subsistence Allowances (DSA) can be used. DSAs must follow an existing organisational policy and cover specific expenses. These must be planned and agreed in writing with the Met Office for a particular event, journey, or circumstance. At time of request for payment a quotation must be provided detailing the values. All payments will be made using £GBP. All prices must be in £ GBP. All costs must be no more than the available funding as indicated.

Insert more rows and amend as required in each of the following tables:

21.3.1 Resourcing breakdown

All project staff members should be included.

Staff Name	Organisation	Role	Employment Status	FTE Allocated to project (as hours)	Indirect costs	Total sought £
Total						

21.3.2 Quarterly Direct / Indirect Costs breakdown

Please present the project costs per proposed Project Output, and include additional delivery costs such as MEL, GESI, travel, translation, branding, printing etc as relevant to your project.

Please edit the table as needed, inserting more rows and amend as required.



WISER MENA
Proposal Budget Tem



21.4 Are there any other funding opportunities being pursued to support this proposed project? Please provide further detail.

Please note the Met Office will not be bound to fund any additional costs, fees or charges, which have not been expressly included. Any costs over budget will not be paid.

Max 0.5 A4 page, font size 10

[Bidder to enter text here]

21.5 Value for Money (VfM)

Using the table below, please describe, explain and evidence:

- how the project will apply the [4E \(Economy, Efficiency, Effectiveness, and Equity\) Approach](#) to managing VfM. Please provide analysis for each of the 4Es. The 4E approach is the VfM framework that awarded projects will be expected to implement and report progress against.

4E Factor	Project Approach to Addressing 4Es
Economy	[Bidder to enter text here]
Efficiency	[Bidder to enter text here]
Effectiveness	[Bidder to enter text here]
Equity	[Bidder to enter text here]

Section twenty-two – External Dependencies

External dependencies and Intellectual Property Rights (IPR) (if applicable)

Please note any external dependencies that will be required in order to undertake your proposed activities. e.g., External data provider

Dependency Description	Responsible Owner	Required Date (approximate)
[Bidder to enter text here]		



IP Owner / Licensor			Description	IP Asset type	Format/Language	Date/Version Number	Users	Intended Publication	Permitted Use	Licence restrictions	Any associated cost (if needed) *

*Where any associated cost has been identified please detail in the financial breakdown

Section twenty-three - ODA Statement

<p>ODA Statement</p> <p>ODA compliance statements are reviewed independently from the submission template as a whole - as a standalone element of the bid - and as such must be filled in as a self-standing document.</p> <p>Bidders might therefore want to repeat some aspects mentioned in the rest of the submission template – if relevant.</p> <p>Please refer to Section 13 ODA Statement Guidance in the Open Call Part 1 Information for Bidders document for further information.</p> <p>Min 500 words, font size 10</p>	
<p>Introduction:</p>	<p>[Bidder to provide an introduction to their project and give an overview of how their project meets the requirements of ODA]</p>
<p>Challenge Defined:</p> <p>Statement should clearly define the challenge(s) that the proposal will seek to address, by explaining the impact of the recipient country/countries or the welfare of its population.</p>	<p>[Bidder to define the challenge the proposal seeks to address]</p>
<p>Evidence of the development need or challenge:</p> <p>Statement should provide evidence of need/challenge that project is seeking to address. Examples of plausible evidence can include peer-reviewed papers, in-country government documents, requests from partner organisations based on their understanding of in-country stakeholder needs and other credible sources.</p>	<p>[Bidder to provide evidence of the development need or challenge]</p>
<p>Pathways to Impact:</p> <p>The ODA compliance statement should include a</p>	<p>[Bidder to define the 'Pathways to Impact']</p>

<p>credible description of the likely pathways to impact of the proposed project. This can be articulated through the anticipated outcomes of your proposed work, and what steps would need to be taken to use those outcomes to the tackle the development need or challenge that you are trying to address. Consider whether this might happen through another part of the project (e.g. another work package). Are there specific stakeholders or beneficiaries that will benefit from the proposed work? How will they benefit, given the following factors: access, choice, decision-making power and livelihood within the community/ies? What will need to be done during and after the proposed work to increase the likelihood of the research reaching the identified beneficiaries, particularly vulnerable and marginalised groups, and maximise the likelihood of the identified benefits being achieved?</p>	
<p>UN SDGs</p>	<p>[Bidder to list which UN SDGs will be met and how]</p>

Declaration of Proposal Submission

To the Met Office

I/We the undersigned DO HEREBY UNDERTAKE on the acceptance by the Authority of my/our Bid either in whole or in part, to perform the Bid Activities, per the pricing schedule, in accordance with the Specification, milestones within the Proposal and all other documents forming the Submission including the grant agreement Terms and Conditions.

Signed:	
Name: <i>(in block capitals)</i> :	
Date:	
*In the capacity of: (State official position, i.e., Director, Manager, Secretary etc)	
E-mail address:	
Telephone Contact Number:	

*(It must be clearly shown whether the bidder is a limited company, statutory corporation, partnership or single individual, trading under his own or another name, and also if the signatory is not the actual bidder, the capacity in which he/she signs or is employed)



Commercial Sensitive Information Form

Bidder to complete if relevant to proposal.

Proposal Ref Name:
Description of Sensitive Information:
Reference(s) of where can be found in proposal
Explanation of Sensitivity:
Details of potential harm resulting from disclosure:
Period of Confidence (if applicable):
Contact Details for Transparency/Freedom of Information matters: Name: Position: Address: Telephone Number: E-mail Address:

Appendix A – WISER Terms and Conditions



Call Part 2 Appendix
A_WISER Grant Agree

Appendix B – Met Office International Due Diligence Questionnaire



Call Part 2 Appendix
B_Met Office Internati

Appendix C – WISER MENA Programme Logframe



Call Part 2 Appendix
C_WISER MENA Progi

Appendix D – WISER MENA Theory of Change ‘How to’



Call Part 2 Appendix
D_WISER MENA Theo

Appendix E – WISER MENA Logframe Template



Call Part 2 Appendix
E_WISER MENA Logfr

Appendix F – Technical Support Table



Call Part 2 Appendix
F_MENA Technical Su

Appendix G – Timeline/GANTT Template



Call Part 2 Appendix
G_TEMPLATE_GANTT

End of Document