

Request for Proposals – Advocacy Consultancy Service January 2025

The Clean Air Fund is seeking an experienced consultant to undertake a 12-month service contract, starting in February 2025, with potential to extend for a second year. The individual will have strong air quality, policy, research and international advocacy experience. They will complement in-house advocacy and policy work by providing high-level strategic advice and reviews on air quality and climate issues, helping Clean Air Fund to drive air quality up the international agenda and boost support for concerted action by countries. The maximum budget that can be proposed for this work is USD 60,000 per annum.

Background

Air pollution is the world's largest environment health threat, with 99% of the world's population breathing air deemed to be unsafe by the World Health Organisation. The Clean Air Fund wants to see faster action at national and global level on improving air quality. We are determined to catalyse high-level advocacy and mobilise global and national action to drive a worldwide movement for cleaning the air we breathe.

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

Project objectives & prospective activities

We request proposals from experienced consultants who can:

- be an on-call climate science and policy advisor to do science and policy reviews to help CAF refine our policy recommendations;
- review our products for climate policy and science accuracy and rigour;
- encourage and stimulate our thinking to come up with robust, far reaching and stretching policy recommendations.

Activities here are proposed and will be expanded on or edited in contracting stage. This will include, but is not limited to:

- Expert advice on global air quality target setting
- Input into fundraising propositions
- Strategic thinking and document reviews on new areas of work, including on super pollutants.
- Advising on prospective partners and strategic allies in the air quality and broader institutional design arenas.
- Expert review of Clean Air Fund research, advocacy and policy products and support for the development of policy recommendations. This could include work to support the development of the economic case for action on air pollution
- High level input into India activity (if requested)
- Ad hoc inputs into CAF documents, strategies and challenges.

Ongoing across all activities is engagement with Clean Air Fund staff, by email and on calls, providing expert advice and briefings.

Desired experience & competencies:

Experience:	<ul style="list-style-type: none">• Significant previous policy and advocacy experience at an international level, designing and delivering strategies that led to demonstrable policy change.• Relevant experience in:<ul style="list-style-type: none">○ developing and implementing policy on air pollution, climate or other related fields, preferably with an international perspective;○ managing relationships with internal and external stakeholders;○ working at a senior level within an INGO, advocacy or private sector organisation.• Experience of developing relationships with political decision makers.• Proven ability to identify to influence audiences to support policy objectives.
Competencies:	<ul style="list-style-type: none">• Sound political judgement and ability to spot opportunities for policy change.• Ability to create trust with staff and diverse stakeholders, to build strong interpersonal relationships and to show success in building effective partnerships and networks.• Strong written and verbal communication skills. Confidence and presence as a public speaker with a clear and compelling communication style.• Thorough and organised, with excellent attention to detail as well as the ability to see the “big picture.”• Ability to work autonomously and with an instinctive problem-solving approach.• Demonstrable alignment with CAF’s mission, values and goals.

Performance & co-ordination

The Executive Director for Strategic Partnerships & Communications will have overall supervision of the chosen consultant’s performance. The consultant will work closely with the Strategic Partnerships & Communications team and wider Clean Air Fund stakeholders in executing their assignment under the contract.

How to apply

Please complete a short proposal (this can take either the form of a covering letter and CV or proposal) outlining how you would meet the brief and an overall budget based upon estimated days and day rate and return to email to efettesneame@cleanairfund.org by end of day (GMT) on **24 January 2025**.

Timeline

Activity	Deadline
RfP published	17 January
Deadline for proposals	24 January
Review of proposals and decision on preferred bidder	27 January
Proposal finalisation, and agreement	30 January
Contracting and project start	1 February
Deadline for completing the work	January 2026