

Concept and Proposal – Concept Stage 1

Part one – Information only

WISER (Weather and Climate Information Services) Africa Programme

REGION: SOUTHERN AFRICA

CONTRACT REF: W3_GRT22_CONCEPT_SOUTH (DN631503)

Estimated Value:

£500,000 - £2,000,000

(Five Hundred Thousand to Two Million) Grant Funds

Submissions must be made via email to

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

Friday 30th September 2022 at 11am British Summer Time (BST)



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**Call for Concepts: Weather and Climate Information Services (WISER) Africa
Part one – Information only**

Section One - Background to WISER Africa

The Met Office has been commissioned by the UK government’s Foreign, Commonwealth and Development Office (FCDO) to manage the Weather and Climate Information Services (WISER) programme, leading on design, management and coordination, and a range of Technical assistance. WISER Africa will include West, East, and Southern Africa and is part of the [FCDO Africa Regional Climate and Nature \(ARCAN\) programme](#).

The WISER programme has enhanced the quality, accessibility, and use of weather and climate information services (WCIS) in East Africa and the Sahel since 2015 through 17 projects over two phases of implementation. Five quick-start projects under Phase 1 were commissioned in 2015 for one year, with a further 12 projects commissioned under Phase 2, from 2017 to 2021, with an extension period ending in early 2022. WISER projects worked at regional, national and community level, and to date have supported meeting the needs of a variety of users from farmers and fisherfolk to journalists, government officials, the disaster risk sector, non-governmental organisations, and vital businesses such as energy providers and aviation services.

Since 2015, WISER has supported over 3.3 million households with better access to enhanced weather and climate information services, strengthening the resilience of 8.2 million people, better preparing them for extreme weather and seasonal events by using WCIS that put the decision needs of users at the centre of the process. WISER has also delivered £207.5 million in economic benefits, demonstrating the value of using WCIS in the decisions different societal actors have made with WISER support. These benefits range from reducing deaths of fishermen on Lake Victoria by approximately 30%, saving income for inhabitants living in informal settlements in Nairobi and Dar es Salaam, to increased agricultural yields for Ugandan farmers, who are now able to use seasonal forecasts in their own local dialect and downscaled to support changing planting patterns. Further information on WISER to date can be found [here](#).

From 2022 to 2026, funded with UK aid from the British people as part of the UK Foreign, Commonwealth and Development Office’s (FCDO), a new phase of WISER in Africa has been launched. WISER Africa will provide up to £15.7 million to advance its existing successes, innovate, and expand geographically into new areas and partnerships which can further strengthen the development, delivery and use of WCIS across the continent. WISER Africa will continue to work in East and West Africa and expand into

Southern Africa. WISER Africa aims to strengthen WCIS by also putting greater focus on gender equality and inclusion, transformational change, and lesson learning both within the programme and across other Africa Regional Climate and Nature (ARCAN) programme pillars, and globally, seeking to maximise systemic effects through greater collaboration and learning.

Section Two - Key Information

This Call for Concepts is the first stage in a two-stage application process for grant funding and Met Office in-kind Technical assistance for Concepts in Southern Africa. Concepts are required to address at least one Output Area in Section 3, and all Key Pillars in Section 4. If your Concept is successful in Stage 1, you will be invited to develop a detailed Proposal in Stage 2. The Met Office will be able to support the preparation of Stage 2 Proposals to facilitate alignment with the Programme's ambitions and requirements. This will be in the form of an in-kind contribution of a minimum of 5 days during 24th October – 24th November 2022. We will agree proposal development support plan with bidders at the point of being invited to Stage 2.

Available Funding: Please see Section 5 for Eligibility Criteria. Concepts can be submitted with estimated costs in the range of £500,000 to £2,000,000.

The Met Office can also provide a range of in-kind technical assistance and capacity development to projects awarded as a result of successful progression through Stage 2 of the application process. Further details on available technical assistance are provided in Section 4. As this is an in-kind contribution it must not be costed into Concept budgets.

Duration: Proposed projects must expect to meet the following timeline:

- Start activities in January 2023
- Finalise activities by June 2025
- Finalise reporting, and project completion reviews and meetings by December 2025

Please only submit Concepts that feasibly meet these timeframes and realistically take any contextual and procedural constraint, available resources and capacity into consideration.

- **Concepts must be received no later than Friday 30th September 2022 11am BST.**



The following table sets out the two-stage application timeline in more detail.

Activity	Date(s)
Stage 1: Concept Call launch	5 th September 2022
Concept Call Deadline	Friday 30 th September 2022
Evaluation of Concepts by Met Office	3 rd October – 21 st October 2022
Notification of progression to Proposal (Stage 2) Unsuccessful bidders will also be notified at this time.	24 th October 2022
Stage 2: Proposal development (Met Office team available to assist)	24 th October – 24 th November 2022
Proposal submission closes	24 th November 2022
Evaluation of Proposals by Met Office	25 th November – 14 th December
Notification of Award	15 th December 2022
Contract Start	January 2023

Note – the above is an indicative timetable and may be subject to change.

Section Three - Output Areas to Address in your Concept

This Call for Concepts seeks to identify organisations and consortiums to conduct grant activities in Southern Africa that clearly demonstrate how they address one or more of WISER’s five Theory of Change Output Areas (found in Annex A). Concepts are encouraged to contribute to more than one Output Area. Delivering against the five Output Areas is anticipated to support changes leading to greater access to services and awareness of the value of using weather and climate information in decision-making, contributing to the improved use of weather and climate services in a range of decisions different users make. The WISER Africa Theory of Change has been developed based on experience and learning from partners in previous phases of WISER in East Africa and the Sahel, together with current understanding of WCIS in Southern Africa, to show the changes and impact the programme aims to support. WISER Africa expects to work with a variety of stakeholders in partnership to form a coordinated, diverse and complimentary set of projects that feed into and across WISER’s five outputs.

The five WISER Africa Theory of Change Output Areas to be addressed through this Call for Concepts are:

- Strengthened co-production of weather and climate information services between producers, intermediaries and users**



Co-production remains a critical element of WISER Africa. This is because co-developing knowledge and trust and weather and climate information services to ensure they are fit-for-purpose and legitimate to meet specific user needs is a key building block required for the programme. Co-production is crucial for WISER Africa to achieve its vision and improve the reach, uptake and use of enhanced weather and climate information services that generate benefits and ultimately improve people’s resilience.

Work in this area will focus on improving co-production in practice, relative to the starting point of each region, building on [lessons learnt in previous phases of WISER](#), and the [Co-production Manual](#) that was published in the programme’s second phase. For details on what WISER classifies as co-production and the 10 principles and process that informs it, please see the Co-production Manual. Examples include blending local insight and knowledge with scientific forecasts; or using experience-based estimates of crop rainfall requirements to derive forecasts that are tailored to farmers’ needs and context. Concepts are encouraged to demonstrate how co-production will be supported in different contexts. This is to include information on which users will be targeted and why through co-production activities. The weather to climate timescale that co-production will address is to be made clear, such as a sub-seasonal or seasonal forecast. Concepts are also encouraged to prioritise quality and support co-production in a holistic way that takes into account equitable inclusion and sustainability (see Section 4 below).

2. Strengthened networks, partnerships and regional and national coordination mechanisms, supporting improved uptake and use of weather and climate information services

Establishing and strengthening existing and new networks and partnerships, alongside regional and national coordination mechanisms, has been identified as important to also enhance the uptake and use of WCIS that meet different people’s decision-making needs. Supporting the coherence and quality of linkages across and between actors in the weather and climate value chain regionally and nationally in East and Southern Africa, with a focus on plans to support their durability, matters. It can help strengthen weather and climate service capability in these regions and informs part of a continuous process of service enhancement. To become more credible and effective, met services for example often need to create better institutional linkages and cooperation modalities with a range of intermediary and user organisations. An example of a regional cooperation mechanism established in the second phase of WISER under the HIGHWAY project is [Vision 2025 Early Warning Strategy](#).

Work in this area focuses on networks and partnerships made up of both public and private institutions and organisations. Existing relationships, networks and processes can be leveraged and further strengthened and scaled up, and/or support new and innovative partnerships that can advance the



generation, governance and use of WCIS across the regions WISER Africa supports. Concepts are encouraged to demonstrate how a regional approach has been considered, and where proposed approaches have the most scope for transformation (see Section 4). Building on learning from the second phase of WISER, Concepts are also encouraged to show how partnerships, networks and/or coordination mechanisms can link to and support suitable, existing regional or national strategic plans for weather and climate information services, for example, on the delivery of decentralised services.

3. Increased designated producer’s capacity to deliver user-led weather and climate information services

Strengthening designated producers’ capacity to provide user-led services is expected to directly contribute to WISER Africa’s objective of improving access and use of WCIS that are demand driven and decision-relevant. A designated producer under WISER Africa refers to existing regionally and nationally mandated organisations involved in the development of WCIS, such as Regional Climate Centres and National Meteorological and Hydrological Services. Concepts are encouraged to demonstrate how they will improve the capacity of regional and national providers, which together with bridging the gap between science and societal users is anticipated to enhance service provision. Ensuring modernisation plans are in place and are operational is an illustrative example of the type of capacity strengthening that could contribute to this Output Area.

4. Improved policy and enabling environment for better delivery and sustainability of weather and climate information services

An important component of WISER is strengthening the extent WCIS is integrated into policy, strategic planning and resource allocation decisions, to enhance early response, adaptation and/or resilience investments. To support this process, this Output Area looks to strengthen awareness of the value of using WCIS in decision-making, and enabling its practical use in the decisions stakeholders make, particularly at institutional level. Based on learning from previous phases of WISER, this is currently envisioned through sharing WISER evidence and analysis, support to get evidence into use, and facilitating the concrete, practical use of WCIS in decision-making itself. An example of such evidence and analysis is, but not limited to, the socio-economic benefits (SEB) of WCIS, to demonstrate the benefits of using WCIS in specific decision-making contexts. Other evidence and analysis generated under WISER will also be important, such as on strengthening equitable inclusion across the weather and climate value chain (see Section 4 below). Although evidence is typically shown to be key to effective policy and decision-making, WISER acknowledges that evidence is however just one of the factors influencing policy and planning decisions. Initiatives improving the enabling and policy environment for



WCIS in other complimentary ways might also be beneficial. For example, initiatives that support the drafting and/or finalisation of National Frameworks for Climate Services, ensuring that actors involved in the weather and climate value chain have been consulted and their input integrated. Support to mainstream WCIS in policies, strategic plans or other government activities being developed within the timeframe of WISER in other sectors, such as Disaster Risk Management or Climate Change Adaptation, would also be beneficial, as would work informing sustainable future funding plans for localised services within governments. WISER welcomes Concepts demonstrating original and innovative thinking in ways that not only strengthen awareness and understanding of the value of using WCIS in decision-making, but also enable the practical use of WCIS in decision-making, with capacity to influence the integration and use of WCIS at policy level.

5. Better evidence and learning strengthening co-produced services and programme decision-making

WISER Africa offers a significant opportunity to keep learning from a longitudinal approach to co-produced WCIS. At the heart of each output is robust evidence and learning, to ensure WISER Africa develops knowledge effectively from practice and supports real impact. Working in partnership with WISER projects, this fifth area is committed to bringing together results and evidence across projects and regions, and ensuring learning informs programme decision-making and implementation on a regular basis. WISER Africa will also work in partnership and coordinate with other complementary projects, programmes and initiatives at national, regional and global level, to maximise lesson learning and ensure evidence is put into use in practice and in other interventions. WISER will collaborate with FCDO’s Climate and Resilience Framework Programme (CLARE), the Risk-informed Early Action Partnership (REAP) and the Adaptation Research Alliance (ARA). WISER is one pillar of five under ARCAN, with other pillars focusing on transboundary water management, nature, energy transitions, and climate finance and policy. ARCAN’s overarching aim is to increase resilience of African economies and communities to climate change, tackle nature and biodiversity loss and catalyse energy transitions in Sub-Saharan Africa. For more information on ARCAN, please see [here](#).

Concepts that provide potential for lesson learning within WISER, across other ARCAN pillars and globally are strongly encouraged. This requires Concepts to set out indicative approaches to enable learning within and across WISER projects, ARCAN and/or related initiatives in the region (see also Section 4 on MEL). It would also be beneficial to demonstrate: possible opportunities to share or synthesise learning with other examples of regional best practice; the types of media or channels that would be used to support engagement with programme evidence and learning; and/or information on the possible users/audiences of project learnings.

Support to projects with learning and improvement of results will also be supported by the WISER Programme Coordination team during implementation, as part of its approach to Monitoring, Evaluation, Learning and Knowledge Management. This might include cross-regional workshops to engage and encourage projects to reflect on emerging evidence and commit to how they can use it to improve future delivery. Thematic Learning Groups offering space for regular interaction between stakeholders across WISER who want to learn to do a particular aspect of delivery better might also be established, amongst other activities.

Section Four - Key Pillars

Key Pillars are cross-cutting areas that will strengthen a Concept's ability to deliver against the five WISER Africa Theory of Change Output Areas. Concepts must address all of the WISER Pillars outlined below. Concept Pillars form part of the evaluation criteria set out in Section 9.

Regional Approach: WISER Africa seeks to have a wide-reaching geographic impact and to catalyse regional cross-learning, whilst supporting concepts that are locally relevant. The rationale for this approach is underpinned by the successes of WISER 1 & 2 (e.g. [SCIPEA](#), [W2-SIP](#) and [HIGHWAY](#)), where similar methods demonstrated a strong potential to realise an increased reach across a region, shared learnings and greater impact than working at a national level alone. There are a number of ways that a regional approach could be delivered, including forming consortia across the WCIS value chain, to include producer, intermediary and user organisations. As such, WISER seeks to engage with organisations or consortia with a regional remit across multiple countries in Southern Africa. Concepts should show how they will support delivery of an integrated regional approach in activities or interventions that feed into and across the five Output Areas.

Transformational Change: In addition to showing how Concepts feed into the five Output Areas of WISER Africa's Theory of Change (see Section 3 above), Concepts are also to demonstrate how they intend to support transformational change. This is to feed into results and learning from WISER through to the [UK International Climate Finance](#). Transformational change for WISER relates to the fundamental ways in which the uptake and use of WISER supported WCIS can be further enhanced, to progress towards the programme's longer-term goal of improving the resilience of community users and the adaptive capacity of countries in Africa to prepare for and respond to climate change.

WISER aims to support transformation through five dimensions of change:



- **Innovation:** Innovative approaches, partnerships and technologies are used where possible, with the potential to demonstrate new ways of doing things, which could lead to wider and sustained change.
- **Evidence of effectiveness is shared:** WISER approaches which have proved successful in one location are made widely available and lessons on their usefulness are credible and shared widely.
- **Replicability:** Good ideas piloted by WISER Africa are replicated by others in the same country and/or more widely.
- **At scale:** When interventions are used at a greater scale than before, have sufficient impact to influence policy or planning, or expand benefits (e.g. access to WCIS, technologies, financing flows) to a level where they create a fundamental shift in outcomes at regional or national level. Examples might include an increase in the scale of user engagement and response to early warning services, or the number of institutional partnerships engaged with WCIS design or use.
- **Sustainability:** Change is likely to be sustained once WISER support ends. Examples might include the availability of longer-term financing or resources, institutional integration of new approaches in standard operating procedures and strong political commitment to pursue integrating WCIS into policies or strategic plans.

While progress in each of these dimensions are indicative of transformational change, ideally, there should be progress in all five dimensions to ensure transformation under WISER Africa as a programme overall is likely to occur. For example, scaling without sustainability might indicate achievements are not robust over the long term. The WISER Programme Coordination Team will draw on project examples of transformational change to inform evidence and learning across projects and regions once implementation commences.

Monitoring, Evaluation and Learning (MEL): WISER requires Concepts to include sufficient budget and relevant MEL expertise within the proposed team for data collection and analysis for progress reporting. Concepts are also encouraged to allocate sufficient budget/resource for lesson learning and mid-term reviews, particularly those of strategic priority. Concepts are to demonstrate early indication of where the project may produce lessons that are relevant to other WISER Output Areas, Key Pillars of the programme, and/or pillars of ARCAN. A strategic priority mid-term review provides evidence for example on critical activity in a region that could provide useful for learning for other contexts and programmes and possibly signal areas for future investment. A strategic priority mid-term review is therefore different to a mid-term review that focuses on confirming progress of continued activity already demonstrated to be effective and informing programming based on evidence generated in a previous phase of WISER. Please note, successful Concepts that are invited to submit a detailed Proposal in



Stage 2, will be required to develop a project Theory of Change and Logframe (with support from Met Office), which are to align to the Theory of Change and Logframe for the programme.

Gender Equity & Social Inclusion: A Gender Equity & Social Inclusion (GESI) approach uses equity-based methods to ensure equality to all. It focusses on understanding and addressing unequal power relations experienced by vulnerable people and ensuring equal rights, opportunities, and respect for all individuals regardless of their social identity. It should also support the empowerment of women and marginalised people, such as objectives to promote their leadership and decision-making within project initiatives, or access to resources and information. A GESI approach supports more inclusive processes and policies to enable greater inclusion and empowerment of women and marginalised people. Marginalised people are those excluded from mainstream social, economic, educational, or cultural life. Examples include, but are not limited to, people excluded by race, gender, age, physical ability, language, or immigration status.

This Call therefore seeks Concepts that demonstrate how GESI will be promoted and integrated across their selected Output Areas, including by outlining who the users are, how the project empowers women and other marginalised people and meets their needs, and illustrate that bidders have meaningfully considered the impact that activities will have on persons of different gender and marginalised groups.

This encompasses:

- Considering the differential barriers, impacts or risks that might be faced by persons of different gender and marginalised people, including in benefiting from/accessing the project, and how these might be addressed. This includes throughout the design and implementation of the project, and in terms of expected impacts beyond project duration.
- Identifying how the project is expected to enhance and monitor impacts on inclusion and address issues of under-representation.
- Highlighting any relationships with, or intention to engage representative organisations such as women’s organisations or organisations of people with disabilities.
- Confirming willingness to undertake GESI analysis if your Concept is invited to progress to Stage 2 of the application process, and that resulting recommendations will be considered in design of activities in a Stage 2 Full Proposal.
- Advising how individuals and organisations are tackling inclusion and inequalities within their own organisations and the project team itself.



If it is not possible to provide a comprehensive GESI approach in Concept design, bidders should instead indicate the types of questions they will seek to explore through GESI analysis and objectives should their Concept be invited to progress to Stage 2.

Met Office Technical Assistance: The Met Office can offer in-kind technical assistance and capacity development for projects awarded funding as a result of successful progression through Stage 2 of the application process. In your Concept submission, please therefore identify the types of Met Office technical assistance and capacity development that will add value to your activities. Met Office technical assistance will be provided as an in-kind contribution should your Concept ultimately be funded. This means you do not need to allocate budget for technical assistance in your Concept submission. Types of technical assistance include seasonal forecasting, sub-seasonal forecasting, impact-based forecasting (IBF), service development and delivery, co-production, climate services, user engagement, marketing (including user-engagement, product development and lifecycle management), private sector engagement, strategy, and observations.

Value for Money (VFM): Concepts must demonstrate how they will ensure an efficient allocation of resources for maximum effect. Concepts must all confirm how will they monitor expenditure/forecast the budget, and track value for money across the project. Approaches to demonstrating a strong VFM rationale could include:

- Applying the [4E Approach](#) (Economy, Efficiency, Effectiveness, and Equity)
- Clearly stating costs and benefits and ensuring that resources are prioritised to where they have the greatest impact.
- Tracking and evaluating the socio-economic benefits of proposed activities, creating a stronger justification for investment in this area.
- Generating evidence on the most effective approaches to programme implementation, supporting transfer of this knowledge to other programmes.

Section Five - Eligibility criteria

Only Concepts that meet the eligibility criteria below will be considered:

- The call is open to concepts involving activities in the following countries:

Southern Africa
Angola, Botswana, the Comoros, Eswatini, Lesotho, Madagascar, Malawi, Mauritius, Mozambique, Namibia, South Africa, Zambia, Zimbabwe



- We welcome applications from individual organisations or consortia of organisations with capacity to deliver the requirements of this call. There is no restriction on the type of organisation able to participate in this call. If the bidder wishes to submit a concept as a part of consortium, a lead organisation must be nominated for payment and agreement purposes. The Bidder may only subcontract to those parties identified in the Concept.
- The Met Office is unable to fund any organisations who are listed on the UK or US sanctions list.
- An organisation may lead or participate in more than one concept submission.
- Eligible costs include staff or contractor time required to deliver activities; reasonable travel and subsistence costs; other costs directly related to delivering against activities and outputs (workshops, seminars, production of reports, translation, MEL etc.).
- Up to 10% of total budget can be used to procure capital items that will directly support delivery against the Concept’s select Output Area(s). Examples of capital items include observations equipment such as automatic weather stations, high performance computer equipment, or enhanced visual display equipment for decision-making. Concepts should not be limited to these example items.
- Funding of basic or academic research is **excluded**.
- The lead organisation(s) must have the capacity to administer and transfer British Pounds (GBP). Other collaborating bidders may include organisations from within region; national, regional, or international offices of multilateral organisations or international NGOs; or other organisations from outside the region.
- Lead organisations must have independent legal status (or “legal personality”) and be capable of contracting in their own right and name, receiving, and administering funds, and have authority to direct proposed project activities. Lead organisations must be able to demonstrate legal status through written documentation. Legal status will only be reviewed if and when bidders are selected following evaluation at Concept stage.

Section Six - Official Development Assistance (ODA) Statement

The WISER Programme is part of the UK’s official development assistance (ODA) commitment. Official development assistance (ODA) is defined by the OECD Development Assistance Committee (DAC) as government aid that promotes and specifically targets the economic development and welfare of developing countries. ODA flows to countries and territories on the DAC List of ODA Recipients and to multilateral development institutions are:

- i. Provided by official agencies, including state and local governments, or by their executive agencies; and



ii. Concessional (i.e., grants and soft loans) and administered with the promotion of the economic development and welfare of developing countries as the main objective.

All grants made by Met Office through the WISER Programme automatically comply with (i) and (ii). Bidders must demonstrate that the proposed work complies with (ii). All Concepts must therefore be compliant with these guidelines. Met Office asks all bidders to confirm ODA compliance in Part Two (Eligibility and Compliance Assessment). If taken through to Stage 2 Proposal Development, bidders will be expected to expand their compliance to a full statement. At Stage 2 the Proposal ODA Statements will be evaluated as Pass/Fail.

Section Seven - Submission process

Eligible bidders are invited to submit Concepts electronically via email to Grant.Defrayment@metoffice.gov.uk for this call before the deadline.

- Submissions must be received by **no later than September 30th, 2022, at 11am British Summer Time**. Applications received after the deadline will not be considered.
- Concepts may include multiple organisations and/or collaborations. Concepts should be submitted on the template provided in “Part Two (Bidders to Complete)”.
- Applications must be submitted in English.
- An acknowledgement of receipt of your submission will be sent to all bidders whose application was received before the deadline.

Section Eight - Selection Process

Responding to this call is the first step in the process for potentially securing funding for your proposal. Submission is not a guarantee of funding.

Concept submissions will first be screened for eligibility using the criteria outlined above.

Eligible Concepts will be reviewed and short-listed by a committee comprised of Met Office and FCDO reviewers from different disciplines. The evaluation panel will assess the Concepts according to the evaluation criteria detailed in Section 9. This process will identify a short-list of concepts based on the evaluation. Short-listed organisations or consortiums will be asked to work with Met Office to develop and submit a full proposal in October/November 2022 for review and funding consideration.

Full proposals will then be reviewed by an evaluation panel, according to the evaluation criteria which will be provided to the short-listed organisations/consortiums.

Section Nine - Evaluation Criteria for Concepts

Concepts will be evaluated against the criteria below and only proposals that meet the eligibility criteria will be considered:

Criteria	Percentage Weighting %
Project Overview - rationale for project, proposed activities, expected impact, and proposed timeline, with demonstration of how well the Concept addresses <u>at least one</u> WISER Africa Theory of Change Output Area and <u>all</u> Key Pillars. Please also detail how Risks will be identified, managed, and mitigated over the Concept's proposed timeline.	40%
Transformational Change - demonstration of contribution to five dimensions of change	10%
Gender, Equity and Social Inclusion (GESI) - statement on how the Concept includes GESI considerations.	10%
Skills and Experience - statement relating to relevant skills, experience, and example(s) of similar work. Responses should demonstrate experience of working in Southern Africa, technical capability and experience in the Call's Key Pillars (Section 4), experience of working with relevant stakeholders on selected Theory of Change Output Areas, and knowledge of relevant policies at national/regional level (particularly if submitting a concept around Output 4).	15%
Cross-learning - Potential for lesson learning within WISER, across ARCAN and globally	5%
Value for money - estimated budget overview including MEL budget for data collection and analysis for progress reporting. Budget narrative explaining how forecasts will be monitored and outline information flows from project delivery to financial planning,	20%
Total	100%



Section Ten - Post Selection requirements (following Stage 2)

Proposal finalisation – prior to finalising a grant agreement, Met Office reserves the right to request any revisions to the submitted proposal and budget. A revised proposal with the necessary revisions must be returned in a timely manner to the Met Office.

Grant Agreement – The selection of a concept and subsequent proposal does not constitute a formal commitment by the Met Office to fund the project. Met office will have no obligation to issue any funds prior to the bidder returning an executed grant agreement issued to them by the Met Office. Any selected proponents must sign Met Office’s grant agreement to receive funds. The grant agreement will provide a schedule to submitting reports. Although there is no limit on the number of co-bidders in one submission, Met Office will only negotiate grant agreements with the lead organisation(s).

Due Diligence - Due diligence provides a way to mitigate the risks, share good practice and have assurance that organisations awarded grants have the capacity and expertise to deliver required obligations. As part of the full proposal stage, organisations will be asked to complete a due diligence questionnaire. A copy of this questionnaire will be provided at proposal stage (2).

Please note, the Met Office must comply with financial sanctions put in place by the UK government or the multilateral organisations that limit the provision of certain financial services or restrict access to financial markets, funds, and economic resources in order to achieve a specific foreign policy or national security objective. Such sanctions are targeted against named individuals and entities and whole countries. Because of our own international dealings, and the international operations of our bank, we must also take heed of the pervasive sanctions issued by the US government - even where UK sanctions permit activity, we may need to refrain due to US restrictions.

Section Eleven – Enquiries and Frequently Asked Questions

Any enquiries related to the call and application process should be sent by email to Grant.Defrayment@metoffice.gov.uk. All enquiries should be received on for before Wednesday 21st September 2022 to receive a response prior to the concept submission deadline date.

Any enquiries which effect all bidders received on or before the above-mentioned deadline will be added to the Frequently Asked Questions (FAQs) with Met Office’s response to those enquiries, and without revealing the source of the questions.



Section Twelve - Information and Confidentiality

Information that is supplied by the Met Office is supplied in good faith. However, potential bidders must satisfy themselves as to the accuracy of such information and no responsibility is accepted for any loss or damage of whatever kind or howsoever caused arising from the use by the bidders of such information. This call for concepts and its accompanying documents shall remain the property of the Met Office and must be returned upon demand.

Freedom of Information and Environmental Information Regulations

The content of the grant award will be published by the Met Office to the general public in line with government policy set out in the Prime Minister’s letter of May 2010 (<https://www.gov.uk/government/news/letter-to-government-departments-on-opening-up-data>)

Before publishing the grant award, the Met Office may redact any information which would be exempt from disclosure if it was the subject of a request for information under the Freedom of Information Act 2000 (“the FOIA”) or the Environmental Information Regulations 2002 (“the EIR”).

The FOIA and the EIR provide a more general statutory right of access to information held by or on behalf of public authorities, including information provided by third parties such as suppliers. This right of access is subject to a number of exemptions, including confidential information and commercially sensitive information. Further details of the Met Office’s policy on FOIA can be found on the Met Office web site <http://www.metoffice.gov.uk/corporate/legal/foi.html>

In order to assist the Met Office in applying the exemptions in the FOIA and the EIR, Tenderers should complete the attached Tenderer’s Commercially Sensitive Information Form at Annex A, explaining which parts of their Tender they consider to be commercially sensitive, please also include on the Form the details of a named individual who may be contacted with regard to FOIA and EIR.

The ultimate decision whether to publish or disclose information provided to the Met Office lies with the Met Office.

Annex A – WISER Theory of Change



WISER Africa Theory
of Change for Concep