



REQUEST FOR PROPOSALS

APPOINTMENT OF STORYTELLER TO DEVELOP AND WRITE A SERIES OF
SHORT STORIES ON THE JUST TRANSITION FOR THE PRESIDENTIAL
CLIMATE COMMISSION

Date of Issue	Friday 18 August 2023
Project Briefing	Date TBC, please get in touch to register interest
Closing Date	Monday 4 September 2023, 10h00

1. INTRODUCTION

The [Presidential Climate Commission](#) (PCC) is tasked with monitoring and evaluating climate action in South Africa. To further this important work, the PCC (with the support of the World Resources Institute, German Federal Ministry for Economic Cooperation and Development, and Bloomberg Philanthropies), is developing a flagship report on the state of climate action in South Africa. Launching in 2024, the report will provide a clear and actionable assessment of climate action and the just transition in the country, encompassing three sections: part 1: the numbers, part 2: the stories, and part 3: the perceptions. This request for proposals is for a storyteller to develop part 2: the stories.

To create the stories, the selected consultant will:

- interview key stakeholders and ask them to reflect on a common set of questions,
- summarise the experiences in a series of compelling, relatable short stories,
- draw out practicable recommendations and commonalities, and
- create additional promotional content for the report.

SCOPE OF WORK AND PROJECT DELIVERABLES

Part 2 of the report intends to:

- Present a deep understanding of the real state of climate action in South Africa through interviews with key stakeholders.
- Cover individual experiences and perceptions on climate action and the just transition in the relevant sector/stakeholder area, to be supplemented by evidence and facts.
- Highlight what it takes to achieve a just transition in key areas of the South African economy and where progress is already being made.
- Provide clear and practical options for supporting a just transition, cognisant of the challenges, opportunities, and costs.
- Identify a common set of policies and actions that are best suited to respond to the climate crisis, as well as those that may detract from progress.

Part 2 of the report will be developed through discussions between the storyteller and stakeholders from the groups and sectors below. The storyteller will then write up the discussion as a short piece (around 800 words per story), liaising with the interviewee and PCC to ensure their perspective has been honestly represented and is in-line with PCC requirements. The PCC will provide a list of potential interviewees, which will be finalised in consultation with the consultant.

Each story will be roughly 800 words in length. Some of them will be included fully in the final report, whilst others might be used in an abridged way, or as part of our wider communications push around the report launch. The storytelling component of project is intended to live and evolve outside the report, with the PCC collecting new stories over the coming years, bringing the real state of climate action in South Africa into focus.

We aim to collect at least 10 stories, with a minimum of one each from the following five sectors, incorporating perspectives of the various stakeholder groups:

Sectors:

1. Agriculture/food
2. Water
3. Electricity
4. Industry
5. Transport

Potential stakeholder groups to consult:

1. Academia
2. Faith
3. Traditional leadership
4. National government
5. Provincial government
6. Local government

7. Communities
8. Business
9. Civil society
10. Labour
11. Youth

Deliverables

- Review and finalise list of potential interviewees
- Develop set questions to ask interviewees, in consultation with PCC and WRI staff
- Plan and conduct a series of interviews with key stakeholders, virtually and in-person as required (travel costs will be reimbursed)
- Write a minimum of 10 stories on the just transition in South Africa
- Create additional communications materials, which may include, but is not limited to: drafting social media posts, identifying direct quotes for interviews, and taking photos to accompany stories.

3. PERSON REQUIREMENTS

- Significant experience writing engaging, human-centred stories
- Familiarity with the South African context
- Knowledge of climate change, environmental issues and/or the just transition
- Willingness to travel to interview stakeholders, with travel costs covered for domestic travel within South Africa

4. TIMELINE

- 4 September: deadline for proposals
- Mid September: decision made on storyteller
- Late September: project kick-off
- October – November: interviews and story drafting
- December: stories finalised
- January: additional communications content creation

5. SUBMISSION OF DOCUMENTS

The proposal must include the following:

- A concept note (two pages maximum) covering your:

- approach, i.e. why you are interested in the project, preferred ways of working, and any anticipated challenges/obstacles
- understanding of the subject matter
- relevant experience and knowledge based on the person requirements
- proposed timeline, flagging any dates where you are unavailable – particularly for travel
- A curriculum vitae (CV)
- A detailed budget which includes estimated rate per story and a daily rate for communications materials
- 1-3 writing samples that cover related topics and/or follow a similar format and length to the one proposed in this request.

6. CONTRACTING & CONTRACTUAL ARRANGEMENTS

The African Climate Foundation (ACF) is the fiscal host of the PCC for some of its donor funds and will be the contracting party for this assignment on behalf of PCC.

7. SELECTION AND EVALUATION CRITERIA

Proposals will be evaluated according to the following criteria:

Evaluation Criteria	Description	Value/Scoring guidance
Approach	Demonstrates clear understanding of — and interest in — the project and underlying principles, and demonstrates ability to handle challenges that may arise	/5
Proposed timeline	Consultant can take on work within the proposed timeframe and to target deadlines	/3
Qualifications	CV and concept note demonstrate relevant or transferable experience of climate action, equity and/or just transition principles	/3
	CV and concept note demonstrate relevant writing and storytelling skills	/3
Budget	Budget proposal clearly outlines costs, falls within specified budget and	/3

	demonstrates clear value for money	
Writing samples	No more than three writing samples submitted which concisely demonstrate writing skill, relevant subject matter expertise and/or experience with human-centred storytelling	/3
Total		/20

TO NOTE:

- a. All proposals will be reviewed for completeness of the submission requirements. If a proposal fails to meet a requirement of the Request for Proposal (RFP), or if it is incomplete or contains irregularities, the proposal may be rejected.
- b. The PCC reserves the right in its sole discretion to reject any or all proposals in whole or in part, without incurring any cost or liability whatsoever.
- c. The PCC will review all written proposals and select vendors who will be invited for interview should it be required.
- d. The PCC reserves the right to cancel this bid or ultimately decide not to appoint any service provider in terms of this request for proposal.
- e. The final decision and successful appointment will be made by PCC and no correspondence will be entered into thereafter.

8. BRIEFING SESSION

There will be an optional virtual briefing session held for interested bidders towards the end of August. Please contact [Freya Stanley-Price](#) to register your interest.

9. SUBMISSION AND ENQUIRIES

- 9.1. The deadline for submission of proposals is **10h00, Monday 4 September 2023**. No extensions of the deadline will be considered.
- 9.2. Service providers should send their proposal and accompanying relevant documentation to procurement@climatecommission.org.za **ONLY**
- 9.3. All technical queries relating to the RFP can be directed to Freya Stanley-Price (freya.stanley-price@wri.org) and Katie Ross (katie.ross@wri.org).
- 9.4. All procurement enquiries regarding this RFP should be emailed to Dumisani Nxumalo at dumisani@climatecommission.org.za

10. DISCLAIMER

This RFP is a request for proposals only and not an offer document. Answers to this RFP must not be construed as acceptance of an offer or imply the existence of a contract between the parties. By submission of its proposal, bidders shall be deemed to have satisfied themselves with and to have accepted all Terms & Conditions of this RFP.

The PCC makes no representation, warranty, assurance, guarantee or endorsements to tenderer concerning the RFP, whether about its accuracy, completeness or otherwise and the PCC shall have no liability towards the tenderer or any other party in connection therewith.

11. BACKGROUND

South Africa has a long history of tracking and reporting climate action. From national government, South Africa reports progress internationally through UN-mandated biennially reports, as well as domestically, through regular climate change reports and GHG inventories, prepared by DFFE. Several community efforts are also underway, where communities gather primary data about environmental concerns and perceptions, particularly in coal mining areas. This is a tremendous information base to work from, which will be condensed succinctly in Part 1 of the report. The question then becomes, what can the PCC offer that's new, that's different, that activates positive change, and is in line with its mandate?

It is clear that people must be the starting point. The PCC's core mandate is to support a just transition to a low-emissions economy and climate resilient society. This means that the lives and livelihoods of the workers, communities, and households that are impacted by climate change are central to any efforts to mobilise change. What are their experiences? What are their perceptions? What are their stories? What are they doing in their own lives and businesses to meet the opportunities of tomorrow? For example, how are droughts affecting farmers in the Eastern Cape and how are they adapting? What do the workers around Komati see and experience around South Africa's first just transition pilot plant? What does the largest coal mine in South Africa see for its future, in unvarnished terms? Is the auto sector really hurting as much as we think it is in the global move towards electric vehicles? What does a community member feel in a town that was once thriving and is now a ghost town, and what do they think is needed to improve matters? This is about a compilation of stories about the real state of climate action in South Africa.

The Just Transition Framework tells us that "the scope of the just transition is wide, both in the focus on people, and on the time scales of action and delivery." This means that all sectors of the economy will be impacted, and many people will be affected – both from the physical changes that climate change brings, along with the economic implications in the global transition to reduce emissions. The PCC must tell these stories. We know that we cannot be comprehensive. That would be an impossible task. But if we can start lifting the veil on the individual experiences, we will begin to build a tapestry of the real state of climate action and the just transition in South Africa.