



Request for Proposal (RFP) for Climate Impacts Awards: Evaluation

1. RFP Background & Objectives

Wellcome is a politically and financially independent global charitable foundation. We improve health for everyone by funding research, leading policy and advocacy campaigns, and building global partnerships. Wellcome operates within two modes: discovery and solutions. Within the solutions mode, Wellcome brings together expertise across science, innovation, and society to develop solutions to address the issues of three urgent health challenges: mental health, infectious diseases, and climate and health. Within the discovery mode, Wellcome funds discovery research across a range of disciplines.

Wellcome's Climate and Health programme seeks to significantly increase our understanding of the effects of climate change on human health and identify the interventions and policies that can respond to the climate crisis in a way that protects and improves human health. To achieve this, we support uptake and impact through goal-driven engagement with a wide range of stakeholders including public, private, and community organisations across health-impacting sectors.

The Climate & Health team runs an annual funding call (scheme) titled the '[Climate Impacts Awards: Unlocking urgent climate action by making the health effects of climate change visible](#)' (hereafter referred to as the 'Climate Impacts Awards'). Launched in 2023, the scheme aims to make the effects of climate change on physical and mental health visible to drive urgent climate policy action at scale. Over two rounds, we have funded global, transdisciplinary teams to deliver short-term, high-impact projects that maximise policy outcomes by combining evidence generation, policy, stakeholder engagement and communication (see the grantees from the first round [here](#); the second round is not public yet although the grantees have been chosen). This information will be available by the time the successful candidate for this work is awarded. The third round of the awards will be launched in early 2025. Overall, we expect to have five annual cohorts of grantees (2023-2027), each cohort consisting of between 8-15 funded teams.

Objectives

This programme of work is intended to monitor, evaluate, and learn about the Climate Impacts Awards.

Specific aims for the evaluation programme:

1. To get a comprehensive understanding of the landscape of the Climate Impacts Awards in terms of total applicants and proposals, and compare these with those that were shortlisted and finally selected for funding.



2. To evaluate the process of the Climate Impacts Awards to determine whether it is fit for purpose for the intended outcomes.
3. To hear from applicants about the Climate Impacts Awards applicant journey and the specific benefit or limitations they experience in using the Awards to deliver their intended impact.
4. To enable Wellcome to identify proposals that could be funded through other mechanisms/funding partners at Wellcome or elsewhere.
5. To assess the level of impact the funded teams have been able to achieve in their work so far (with the aim to continue tracking that impact).

This is both an evaluation of the process and impact of the Climate Impacts Awards.

Process

- Analyse the 300+ proposals submitted to the scheme for a range of agreed measures such as pathway to change, team structure and leadership, balance of funding etc, and present summaries that compare results at each stage of the process (submission, triage, committee, funded).
- Evaluate the process of the Climate Impacts Awards in delivering the intended outcome. This work will ultimately shed light on whether the structure of the scheme is enabling the types of proposals that respond most appropriately to its aims (outlined on the [scheme page](#)), and result in recommendations for improvement to the process if necessary.
- Assess how the Climate Impacts Awards' process has impacted different teams across Wellcome.

Impact

- Monitor and evaluate the impacts of the Climate Impacts Awards:
 - On team experience during and after completion of the project
 - On short term expected impacts and the pathway to change
 - On longer term expected impacts from the pathway to change (including up to one year after the completion of the project)
 - On unplanned impacts (positive and negative) arising from the project
- Assess the impact of the funded projects and establish a process to continue tracking their expected impact throughout the grant period and immediately beyond.
- Develop a learning cycle that can inform new calls.

2. RFP Specification



This section sets out the specifications of services for this RFP exercise. Suppliers should use this section to understand Wellcome's requirements and to inform their response.

a) Overview

We are looking for a Supplier to co-develop and deliver a monitoring, evaluation and learning process for the Climate Impacts Awards. This will entail a review of both rounds of the scheme, as well as ongoing review of the future rounds. We expect the Supplier to deliver this programme by leveraging the expertise of their organisation/network, the Data & Digital, Climate & Health and other relevant teams at Wellcome, and Climate Impacts Awards Committee members, grantees and applicants.

b) What are we expecting?

At this stage, we ask the Suppliers to submit a description of their plans and approach to design and deliver a cost-effective, multi-year evaluation programme (2025-2031).

This plan should include some initial ideas of how, in the first year, the Supplier intends to:

- Gain an understanding of the aims and objectives of the [Climate Impacts Awards](#) scheme through collaboration with Wellcome. This also includes an understanding of the timeline and scope of the awards.
- Provide qualitative and quantitative analyses of:
 - The landscape of the Climate Impacts Awards applications received (for e.g. who is getting funded vs. not; what are the dominant climate and health themes; what are the policy levers being targeted etc).
 - The applicant journey for the scheme for applicants from lower- or middle-income countries (LMICs).
 - The review process (both internal and external review processes).
- Coordinate and leverage resources and expertise from the Supplier's organisation or network, the Data & Digital, Climate & Health and other relevant teams at Wellcome, the Climate Impacts Awards grantees as well as any external and internal reviewers (including the Advisory Committee) to deliver the analysis required.
- Arrange regular catchups to inform us of the insights from the work as it progresses.



The duration of the programme will be three years, with an initial report synthesising findings and providing recommendations due in the first year. The evaluation programme will continue with each round, and updated findings will be expected.

c) Timeline

Please see below table, that captures the key dates for the Climate Impacts Awards scheme, which will be relevant for the evaluation work:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2023		Y1 launch, Y1 webinars		Y1 app due date	Y1 shortlisting		Y1 committee meeting and final selection			Y1 award letters sent out		
2024	Y1 grantees begin their work											Y1 grantees virtual meeting
	Y2 Launch	Y2 webinars		Y2 app due date	Y2 shortlisting		Y2 committee meeting and final selection			Y2 award letters sent out		
2025	Y1 grantees continue their work											Potential convening for all cohorts at some point in 2025
	Y2 grantees begin their work											
	Y3 Launch	Y3 webinars		Y3 app due date		Y3 shortlisting	Y3 committee meeting and final selection			Y3 award letters sent out		
2026	Y1 grantees continue their work											
	Y2 grantees continue their work											
	Y3 grantees begin their work											
	Y4 Launch	Y4 webinars		Y4 app due date		Y4 shortlisting	Y4 committee meeting and final selection			Y4 award letters sent out		
2027	Y1 PROJECTS DONE											
	Y2 grantees continue their work											
	Y3 grantees continue their work											
	Y4 grantees begin their work											
	Y5 Launch	Y5 webinars		Y5 app due date		Y5 shortlisting	Y5 committee meeting and final selection			Y5 award letters sent out		



Note this is a rough estimation of the timeline from 2023-2027. The dates for each round are subject to change on a yearly basis. This table also does not include activities such as the grantee convenings, which are yet to be determined.

d) Programme resources

The Supplier will co-develop with Wellcome and its partners a monitoring, evaluation and learning process that will include the identification of evaluation measures and specific deliverables of this dedicated evaluation programme. This will be an iterative and collaborative process. The Supplier will have access to the following resources in order to deliver the analysis:

- All Climate Impacts Awards applications (identified as those not submitted to Committee, those submitted to Committee and those successful at Committee)
- Option to survey/interview:
 - Those that have opened our proposal page but not applied
 - Applicants
 - Successful Climate Impacts Awardees
 - Wellcome employees who served as reviewers for proposals in any round of the scheme
 - Wellcome employees who worked on the scheme in any capacity (including from the policy, communications and community engagement teams)
 - The Advisory Committee members from any round of the scheme (including the Chair of the Committee)
 - The Climate & Health – Impacts and Adaptation team, who oversee the Climate Impacts Awards
- Analysis and insights already done by the Data & Digital team at Wellcome
- All external communications relating to the scheme (including the scheme page, webinars and press releases), and some internal documents including proposals and annual reports (with agreement from the Climate & Health team)

The Supplier will be expected to provide a detailed plan of the strategy and methods for using these resources to deliver their proposed outputs.



3. RFP Timetable

#	Activity	Responsibility	Date
1	RFP issued on Contract Opportunities webpage	Wellcome	w/c 9 December 2024
2	Submission of Expression of Interest and Supplier Q&A should be sent to RFP@wellcome.org under the subject "Climate Impacts Awards Evaluation Programme – [Organisation name]"	Supplier	9 January 2025
3	Return of Supplier Q&A to Suppliers	Wellcome	16 January 2025
4	Submission of full RFP Response to RFP@wellcome.org	Supplier	30 January 2025
5	RFP Evaluation Period	Wellcome	To 11 February 2025
6	Supplier Presentations	Supplier	Mid-February 2025
7	Notification of Contract Award	Wellcome	February 2025
8	Contract Negotiation	Wellcome & Supplier	February – March 2025
9	Contract Start Date	Wellcome & Supplier	April 2025

4. Budget

The Supplier will guide Wellcome on a reasonable budget for this activity package, as we do not want to limit ambition or innovation. Suppliers should submit a breakdown of costs per activity delivered and justification for what this work will cost to be delivered successfully in accordance with the guidelines specified above.



5. Response Format

The following headers support the timetable by providing further detail of the key steps.

Expression of Interest

Suppliers are asked to submit a short expression of interest by e-mail to the Wellcome contact in accordance with the RFP timetable.

This should include a few lines confirming your intent to apply. In your response, please include:

- Whether you are an individual or a company (Full company name and number and Registered company address)
- Indication of the intention to submit a proposal as a standalone organisation or as part of a consortium or partnership. If the latter is the case, please indicate the names of your potential partners and your rationale for including them.
- Provide a non-binding cost estimate as a single figure (in GBP), excluding VAT, and any questions you have about the exercise and activity.

Important: Full proposals can be submitted even if a supplier has missed the Expression of Interest stage.

Supplier Q&A

Prior to the submission of a full proposal to the RFP, Suppliers are provided the opportunity to submit any questions they have about the exercise and the activity. All questions will be collated, anonymised, answered and returned to all Suppliers who have submitted an expression of interest in the RFP process and these will be added to the Contract Opportunities website. Please make sure you ask all your questions at this stage. Once Wellcome has responded to all the questions, additional questions sent after the deadline will not be answered to ensure this process is fair and equitable.

Submitting an EOI/Q&A is not a binding commitment to submit a full proposal should your organisational priorities change. You will not be penalised for future opportunities.



Please note that if we have an overwhelming response, we may choose to use this EOI stage as a selective phase; this is at Wellcome's discretion.

RFP Proposal

Suppliers are required to submit proposals which respond to the following sections.

RFP Questions

This section requests responses from Suppliers with specific questions in relation to this RFP exercise. This can be submitted as either word document or PDF.

#	Question	Max Words
1	Provide a proposal outlining how you would approach the work and the proposed methodology. Please also outline how you will approach data protection, monitoring evaluation and learning and setting up communication and feedback mechanisms.	750 words
2	Provide a proposed delivery plan outlining the project deliverables and timelines. Tables or figures are encouraged.	250 words
3	Outline the proposed project team with a brief description of their relevant experience (please do not include CVs).	250 words
4	Outline your approach to equality, diversity and inclusion, both in relation to your proposed approach for the project and within your organisation.	250 words
5	Describe your approach to working closely with Wellcome's Climate & Health team, Data & Digital team, and the Climate Impacts Awards grantees and applicants.	250 words
6	Provide a detailed budget, including a breakdown justifying the proposed costs to meet Wellcome's requirements.	N/A



#	Question	Max Words
7	Describe what makes you best placed to fulfil the requirements outlined in this RFP. This could include networks, previous experience, etc. Please include a list of relevant stakeholders and networks with whom you work or have worked in the past.	300 words
8	Outline any significant risks and challenges you foresee with meeting Wellcome's requirements. Please include your mitigation strategies for these risks and challenges.	300 words
9	Provide at least two examples of a project where you successfully provided services similar to those described in this RFP (links to the work, if available, are welcome).	500 words

Evaluation Criteria

During the RFP evaluation period the evaluation panel will independently evaluate your proposal against the criteria outlined below. All scores will be collated, discussed and a decision will be agreed on who progresses to the next stage of the procurement exercise.

Criteria	Detail	%
Methodology	<p><i>Coverage:</i> How well are the desired focus areas (as outlined in the specification) covered in the proposed methodology?</p> <p><i>Quality:</i> Is the proposed methodology aligned with our needs?</p> <p><i>Utility:</i> Will the proposed methodology deliver the desired, credible, and useful results?</p>	30%
Experience	<p><i>Skills and Experience:</i> Does the supplier have the relevant skills, experience, and contextual understanding to deliver this work?</p>	20%



Delivery & Outputs	<i>Communication:</i> Is there a good plan for communicating with the Wellcome team? <i>Coordination:</i> How well is the supplier planning to leverage internal and external expertise to deliver this work? <i>Delivery plan:</i> Is the proposed delivery plan appropriate and achievable? <i>Feasibility:</i> How feasible is the delivery plan? Are there significant risks associated with the proposed timelines, and how well are they mitigated?	30%
Budget	<i>Value for Money:</i> Is the proposed work within your budget and good value for money?	10%
EDI	<i>How well are EDI and accessibility considerations incorporated in the proposal?</i>	10%
Total:		100%

Contract Feedback

This section allows Suppliers to provide specific feedback to the contractual agreement, which will be used if their proposal is successful. This is the suppliers' opportunity to provide negotiation points on Wellcome's terms and conditions. We will not consider negotiations that are only raised after the contract has been awarded so as not to delay the contracting process. Please ensure you engage with a relevant legal contact if applicable. Contract feedback is to be incorporated into your proposal as an annex and in the following format:

Clause #	Issue	Proposed Solution/Comment

Suppliers submitting proposals as registered companies should review Wellcome's Standard Terms and Conditions [document](#).

Individuals submitting proposals as sole traders (not registered) should contact RFP@wellcome.org for Terms and Conditions.



Individuals submitting proposals through their personal services company, please immediately highlight this to the Wellcome contact (see point 7 below).

Data Protection

Wellcome is committed to upholding data protection principles and protecting your information. The [Wellcome privacy statement](#) explains how, and on what legal basis, we collect, store, and use personal information about you. This includes any information you provide in relation to this proposal.

Under UK Data Protection law, Wellcome must keep a record of all personal information it is processing (i.e., collecting, using, and sharing). This record will be made available to the Information Commissioner's Office upon request. This is Wellcome's record of data processing activities which meets UK [GDPR article 30](#) requirements.

Supplier Presentations

Following a submission of the proposal successful proposals will be invited to a virtual meeting which will last 50 minutes in total and will be a PowerPoint presentation followed by questions and answers session.

6. About Wellcome

Wellcome improves health for everyone by funding research, leading policy and advocacy campaigns, and building global partnerships. Collaborative research that involves a diverse range of people from different fields of interest is key to progress in health science – and to achieving our aim of fostering a healthier, happier, world. We're taking on the biggest health challenges facing humanity – climate and health, infectious disease, and mental health – to find urgent solutions and accelerate preventions. Find out more about Wellcome and our work at: wellcome.org.

7. Prospective Suppliers Personnel - IR35 and Off Payroll Working Rules



Before the RFP response deadline, Prospective Suppliers must make the Wellcome Contact aware if they are intending to submit a proposal where the services will be provided by any individuals who are engaged by the Prospective Supplier via an intermediary i.e.

- Where the Prospective Supplier is an individual contracting through their own personal services company; or
- The Prospective Supplier is providing individuals engaged through intermediaries, for the purposes of the IR35 off-payroll working rules.

8. Equity Diversity and Inclusion

Embracing [diversity and inclusion](#) is fundamental to delivering our mission to improve health, and we are committed to cultivating a fair and healthy environment for the people who work here and those we work with. We want to cultivate an inclusive and diverse culture, and as we learn more about barriers that disadvantage certain groups from progressing in our workplace, we will remove them.

Wellcome takes diversity and inclusion seriously, and we want to partner with suppliers who share our commitment. We may ask you questions related to D&I as part of our RFP processes.

9. Accessibility

Wellcome is committed to ensuring that our RFP exercises are accessible to everyone. If you have a disability or a chronic health condition, we can offer adjustments to the response format e.g., submitting your response in an alternate format. For support during the RFP exercise, contact the Wellcome Contact.

If, within the proposed outputs of this RFP exercise, specific adjustments are required by you or your team which incur additional cost then outline them clearly within your commercial response. Wellcome is committed to evaluating all proposals fairly and will ensure any proposed adjustment costs sit outside the commercial evaluation.

All our content should be WCAG 2.2. AAA compliant. Any documents being provided to Wellcome must pass accessibility requirements. If you are unable to produce accessible documents, budget must be set aside to employ a suitable agency to do this work.

10. Independent Proposal

By submission of a proposal, prospective Suppliers warrant that the prices in the proposal have been arrived at independently, without consultation, communication, agreement or understanding for the purpose of restricting competition, as to any matter relating to such prices, with any other potential supplier or with any competitor.



11. Funding

For the avoidance of doubt, the output of this RFP exercise will be funded as a **Contract** and not as a Grant.

12. Costs Incurred by Prospective Suppliers

It should be noted that this document relates to a Request for Proposal only and not a firm commitment from Wellcome to enter into a contractual agreement. In addition, Wellcome will not be held responsible for any costs associated with the production of a response to this Request for Proposal.

13. Environmental sustainability

Wellcome is playing its part tackling the climate crisis through its mission-driven Climate & Health strategic programme.

In addition, our [Sustainability programme](#) aims to address the environmental impacts and carbon emissions of our activities and operations.

Our suppliers have a key part to play delivering on our sustainability ambitions.

We expect all our suppliers to take active steps to:

- Address their environmental impacts, for instance as part of a certified Environmental Management System.
- Reduce the carbon emissions of their products and services, for instance by adopting Science-Based targets and plans to deliver them.
- Embed environmental considerations in the sourcing and delivery of goods and services to Wellcome, across all stages of their life cycle.

14. Wellcome Contact Details

The single point of contact within this RFP exercise for all communications is as indicated below;

Name: Hardip Dhaliwal
Pronouns: She/ Her



Role:

Procurement Manager

Email:

RFP@wellcome.org