

## **REQUEST FOR PROPOSALS**

### **Climate Action Collective (CAC) Consultant**

#### **Background & Deliverables**

Columbia World Projects (CWP) mobilizes Columbia University's researchers and scholars to work with governments, organizations, businesses and communities to tackle global challenges.

In partnership with Columbia Global Centers and the Climate School at Columbia University, CWP is developing a new collaborative of global climate-focused actors to generate regional insights and perspectives on key climate challenges, gaps in knowledge, and desired interventions. We are seeking to contract with a consultant to design and carry out the first phase of work in the creation of this collaborative.

Leveraging existing Columbia institutional networks, including through the Columbia Global Centers, the consultant will develop the design and implementation strategies of three approaches to solicit regional stakeholder inputs and insights on climate change, conduct activities to elicit data, as well as conduct analyses of resulting data from:

- 1) An online survey reaching diverse individuals around the world, with special emphasis on new voices that can offer insights into trends and reflect priorities based on lived experiences;
- 2) Key informant interviews, including the identification of criteria for selection and the development of relevant questionnaires and protocols; and
- 3) Focus group discussions.

Key informant interviews and focus group discussions will either be conducted virtually or supported by local partners. No travel by the consultant is expected.

#### **Key Deliverables:**

- Online survey developed
- Key informant interview tools developed
- Focus group tool developed
- Detailed data collection plan developed
- Training of relevant individuals to implement tools created
- Analysis of survey, focus group(s), and key informant interview data collected
- Summary report of findings written

#### **Qualifications**

Qualified applicants will have prior experience working with relevant subject matter and the aforementioned research methods and comfort with all aspects of the research pipeline. Qualified applicants should also have familiarity with general university systems and processes guiding human-subjects research. In addition:

- Experience conducting a variety of mixed-method analyses and assessments including but not limited to, economic, social, institutional, and political economic analyses.
- Experience working on high-profile projects and/or in global organizations.

- Proven success gathering and analyzing moderate to high volumes of data.

### **Consultancy Details**

- The consultancy is expected to take place November 2021 – April 2022 and require an estimated 15-20 hours per week.
- The work of the CAC is expected to evolve utilizing a multi-phase approach. This RFP and the selected consultant will support the initial phase of work for the CAC. CWP may engage in discussions with the selected consultant on ways to support the next phase of CAC work will include assignments to support recruitment strategy and outreach and conduct further stakeholder discussions.
- Depending on prevailing University safety mandates, communication between CWP and contracted consultant is expected to be virtual.

### **Application Instructions**

Interested candidates should send a cover letter describing how they would approach this scope of work along with their CV/Resume, an overview of their topic/fields of expertise and the range of their daily rates to [CWP-Consultants@columbia.edu](mailto:CWP-Consultants@columbia.edu) with “Climate Action Collective Consultant” as the subject of the email.

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