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CITIZEN ACTION FOR CLIMATE RESILIENCE PROJECT (CACR)

Call for Consultancy: Conducting a baseline study to assess the current integration of NDC 3.0 in the current DDS (District Development Strategies) in 10 districts

Terms of Reference (TOR)

1. Background and Context

Rwanda has published its updated Climate Action Plan, known also as the Nationally Determined Contribution (NDC 3.0) under the Paris Agreement on Climate Change. The updated plan marks a step forward in Rwanda's journey toward a carbon-neutral and climate-resilient economy, strengthening its commitments under the Paris Agreement while aligning with the country's long-term Vision 2050. The development of NDC 3.0 was informed by a wide-ranging national consultation process, engaging stakeholders from across government, the private sector, civil society, academia, young Rwandans and international partners, ensuring the plan reflects Rwanda's priorities, community needs, and sectoral realities. Under the new plan, Rwanda commits to reducing its net greenhouse gas emissions by up to 53% compared to a business-as-usual (BAU) scenario by 2035, equivalent to a reduction of 14.86 million tonnes of CO₂e. This includes a 7% unconditional reduction, financed domestically, and a 46% conditional reduction, dependent on international support and financing.

On the other hand, TI-Rwanda is partnering with NPA Rwanda other CSOs, in implementing a project entitled "**the Citizen Action for Climate Resilience (CACR)**" designed to address the root causes of weak citizen engagement, limited accountability, and low community climate resilience in Rwanda. Within the framework of CACR project, TI-Rwanda will provide strategic interventions to actively engage in climate governance, promote integrity and accountability, and

strengthen climate resilience at the local level, including engaging public institutions in the environmental and climate change sector in an effective mechanism to integrate and implement NDC in district plans.

2. Objectives of the Baseline

i. General Objective

The main objective of the baseline study is to assess the current integration of NDC 3.0 in the current DDS (District Development Strategies) in 10 districts

ii. Specific objectives

- To analyse National climate policies, legal frameworks, standards, and sector strategies on Climate Resilience and Mitigation Actions
- To assess the Level of alignment between NDC 3.0 priorities and current DDS
- To analyse the Institutional, technical, and financing gaps for the integration of NDC 3.0 in the current DDS
- To conduct a comparative assessment of NDC 3.0 integration in district plans across districts and key economic sectors (e.g., agriculture, mining)
- To map and document best practices and innovative cases of NDC 3.0 integration in the current DDS.
- To provide practical recommendations addressing the gaps identified in the study

3. Scope of Work and Methodology.

Geographic Scope

This baseline study will be conducted across 10 districts where the Citizen Action for Climate Resilience (CACR) is being implemented, namely; Nyagatare, Ngoma, Nyanza, Nyamagabe, Nyaruguru, Ngororero, Gisagara, Ruhango, Rusizi and Rutsiro.

Thematic Focus

- Nationally Determined Contribution (NDC 3.0) priorities
- National climate policies, and sector strategies
- Integration of Climate Actions in District Planning
- Sectoral Climate Resilience and Mitigation Actions

- Citizen Engagement and Stakeholder Participation
- Best Practices and Innovation

Methodology

The study will employ a mixed-methods approach including;

- A desk review of relevant policies, legal frameworks, standards, and existing assessments.
- Key Informant Interviews (KIIs) with relevant government institutions Ministry of Environment (MoE), Rwanda Environment Management Authority (REMA), Ministry of Finance and Economic Planning (MINECOFIN), Ministry of Local Government (MINALOC), Ministry of Agriculture and Animal Resources (MINAGRI), Ministry of Infrastructure (MININFRA), National Fund for Environment and Climate Change (FONERWA).
- Structured interviews/surveys with local leaders (Districts, Sectors, Cells), CBOs, CSOs, Development Partners and Technical Agencies.
- Focus Group Discussions (FGDs) with community representatives and citizen groups
- Comparative analysis of NDC 3.0 integration in district development plans across districts and key economic sectors (e.g., agriculture, mining).

All tools and methodologies will be developed and reviewed in close collaboration with the TI-Rwanda and NPA Rwanda team, ensuring that they are gender-sensitive, inclusive, and ethically sound.

4. Expected Deliverables

- Submission of an Inception Report outlining the methodology, tools, work plan, and sampling
- A Draft Baseline Report covering analysis, key findings, district-level variations, identified Gaps and lesson learnt
- A stakeholder validation workshop to showcase the study findings and collect inputs to refine the final report (With the support from TI-Rwanda.
- Submission of the Final Baseline Report reflecting stakeholder inputs and final analysis.

Duration and Timeline (Three months, from April to June 2026)

Activity	Expected timeline
Contract Finalization and Onboarding	Week 1
Inception report and Validation of Methodology	Week 2-3
Data collection and analysis	Week 4-9
Draft report submission	Week 10
Stakeholder validation workshop	Week 11
Final report submission	Week 12

5. Institutional Arrangements and Coordination

The consultant will report to TI-Rwanda. TI-Rwanda will review and approve the study methodology and coordinate the validation workshop. This will include identifying and inviting participants, providing advisory support, and ensuring the availability of resources necessary for the baseline study.

6. Required Profile and Experience of the Consultant

This consultancy is open to individual consultants or consortium possessing the following profile;

- Holding at least a master's degree in development studies, environmental studies, or social studies.
- Understanding of climate policy, environmental governance, sustainable development, and public sector planning, particularly in the context of Rwanda.
- Strong understanding of Nationally Determined Contributions (NDCs) under the Paris Agreement.
- Familiarity with Rwanda's climate policy framework, including national climate strategies and district development planning processes.
- Proven experience in conducting baseline studies, policy analysis, or research assessments, particularly in the fields of climate change, environmental governance, or development planning.
- Excellent analytical and report writing skills in English.



7. Ethical Considerations

The consultant (s) will be required to adhere to ethical standards, including using accurate and credible sources, respecting intellectual property rights, and ensuring quality assurance. A child and gender-sensitive approach must be applied throughout. TI-Rwanda and NPA- Rwanda teams will jointly ensure quality assurance during the implementation of this assignment.

8. Budget and Payment Terms

A competitive budget should be submitted alongside the technical proposal, detailing all expected expenses including logistics, data collection, and analysis, personnel, other relevant costs. Payments will be made in tranches against agreed deliverables and timelines.

9. Submission of application

Interested consultants should submit the following:

- Technical proposal outlining understanding of methodology, work schedule and qualifications
- Financial proposal (in RWF) (In a separate file)
- CV (s) of personnel
- Proven experience in conducting similar works (At least 3 certificates of completion).

Interested consultants are invited to submit their files by 31st March 2026, no later than 5:00 p.m. either physically at TI-RW's office located in Remera, near Grand Legacy Hotel, or through TI-RW's email address info@tirwanda.org. Selected candidates will be invited at TI-RW Office for contract negotiation.

For further clarifications, do not hesitate to contact on +250788309563 during working hours.

Done at Kigali, on 9th March, 2026

Apollinaire Mupiganyi
Executive Director

