

CALL FOR PROPOSALS

Authorship for the Renewables 2023 Global Futures Report

About REN21

REN21 is the only global renewable energy community of actors from science, governments, NGOs and industry. We provide up-to-date and peer-reviewed facts, figures and analysis of global developments in technology, policies and markets. Our goal: encourage and enable them to shift to renewable energy happen - now. Visit www.ren21.net.

Objective

REN21 is looking for a consultant(s) to act as lead author for the next edition of the REN21 *Renewables Global Futures Report (GFR)*, and who will work in close consultation with the REN21 Knowledge and Data Team and GSR Special Advisors.

Background of the Assignment

The GFR series asks forward-looking questions. The reports do not propose a solution; rather each one presents the collective thinking of many experts on a particular topic. Previous editions of this report were published in 2013 and 2017.

The next edition will ask the question: “What is the role of renewables in decarbonising the transport sector?” The question will be applied globally and regionally (Asia) to both energy and transport experts from the public, private and non-profit sectors, looking at existing scenarios and including interviews with companies and country/regional experts.

This edition of the GFR will fall under REN21’s activities as the renewable energy voice of the NDC Transport Initiative for Asia consortium. The initiative is a joint programme of seven organisations and is funded by the International Climate Initiative (IKI) of the German Ministry for the Environment, Nature Conservation and Nuclear Safety (BMU).

Description of Required Tasks

The contractor will be the lead author of the *Renewables 2023 Global Futures Report*. The contractor will be required to cooperate closely with the GFR Project Manager, the various teams at REN21, the Special Advisor(s)/Advisory Committee, other report author(s), and the report production team (editors, designers, etc.).

The REN21 Secretariat uses several tools to streamline the production and communication process (Slack for communications with report contractors (as needed), online survey tools, review tool, Meltwater research and reference management software, etc.). The contractor will use sources and information shared through Meltwater and from the REN21 contributors.

Main Responsibilities

The contractor is expected to fulfil the following tasks:

1. Undertake research / collect data necessary to author the *Renewables 2023 Global Futures Report*

In this context, the contractor will:

- Process and Analyse data from the expert interviews, questionnaires and surveys
- Conduct desk research on the Introduction and Framing of the GFR 2023
- Undertake qualitative and quantitative analysis of energy and transport issues for inclusion in the report.
- Identify data gaps and define a strategy to close such gaps in collaboration with the GFR Project Manager and REN21 Secretariat.

2. Report Authorship

The contractor will work collaboratively with the project and research coordination team as well as other report authors involved in the production of REN21's GFR. Specifically, this entails:

- Revise the outline of the GFR and define the structure of the report and each chapter in collaboration with the GFR Project Manager, the various teams at REN21, and the Special Advisor(s)/Advisory Committee.
- Produce drafts of chapters, based on in-depth research and analysis, particularly relying on the expert interviews.
- Incorporating comments following the Special Advisor(s)/Advisory Committee, REN21 Secretariat and peer review processes (internal review of first draft, external peer review, review of second and final draft).
- Produce related figures and tables:
 - The contractor shall propose and co-develop figures and tables that help to illustrate the current thinking on the role of renewables in decarbonising the transport sector and important future trends/scenarios. These will be discussed with the REN21 Secretariat;
 - Provide data for relevant figures, tables and reference tables for selected global, regional, national and subnational indicators as needed.
- Review GFR in layout/design to check for errors, inconsistencies in data and messaging, etc.
- Support REN21's knowledge-based outreach and communication, including by supporting the production of associated materials (e.g., Summary for Policy Makers, fact sheets, press release) and providing responses to questions for interviews.

Other specific requirements

- All contributions will be written in British English
- Review and follow author guidelines, including the general guidelines for authors and the REN21 referencing guidelines
- References/citations are required for all statistics and other information/data and should be provided by the author in full in the form of endnotes. All references will be included in the final draft report. For further information please refer to the Referencing Guidelines included in the Annex, which outlines the REN21 referencing requirements
- The contractor should provide REN21 with a list of all those who contributed significantly to the report so that they can be acknowledged in the final report
- Relevant background information and data should be made available to the REN21 Secretariat for inclusion in the Data Pack

For indicative length, see past editions of the GFR (<https://www.ren21.net/reports/global-futures-report/>).

Qualification requirements of contractor

- Proven track record of knowledge about the renewable energy sector, in particular topics relevant to the chapter/section
- Capacity to conduct high quality research and ability to write coherently following style
- Related work experience
- Proficiency in English
- Openness to the collaborative nature of the project

Proposal Requirements

The submission should include:

- The contractor's specific interest in the project
- A detailed résumé/CV of prospective author(s), highlighting related work experience
- An overview of written reports covering similar scope and focus
- A writing sample that illustrates the contractor's knowledge of the renewable energy field
- The contractor's daily rate (and including VAT if applicable)
- Proposed time budget split by tasks

Selection Criteria

- Cost of the offer (30% weight)
- Quality of the offer (70%)
 - Relevant experience, references, and writing ability (95%)
 - Ability for contractor to meet short timeline (5%)

Proposals should be addressed to secretariat@ren21.net. Please mention “Submission of Proposal” in the subject line.

The **deadline date** for receipt of proposals is **8 January 2023, 23:00 (CEST)**.

GFR Tentative Timeline

| Deliverables/Date | January 2023 | February 2023 | March 2023 | April 2023 |
|--|--------------|---------------|------------|------------|
| Planning and Development of Report Outline and Structure | | | | |
| Research and Drafting of the Report: <ul style="list-style-type: none"> - Introduction - Tension Points: <ul style="list-style-type: none"> ○ Fuels ○ Infrastructure and Planning ○ Responsibilities - Conclusion | | | | |
| Comments and Revisions | | | | |
| Report Finalization (Design, Editing and Launch) | | | | |