

## **Terms of Reference (ToR)**

### **Call for Proposals**

#### **Strengthening Civil Society Engagement in Advancing Just Energy Transition and Climate Action in Indonesia**

##### **A. Background**

Indonesia is advancing efforts to reduce greenhouse gas (GHG) emissions and accelerate the transition toward a low-carbon energy system. Achieving these commitments requires coordinated action between national and subnational governments, supported by strong civil society engagement and inclusive governance mechanisms.

Under the EU-funded project *“Enabling Civil Society’s Contribution to Prosperous, Fair and Sustainable Development in Energy Transition and Sustainable Land Use”*, WWF Indonesia works with civil society partners and local governments to strengthen policy engagement and support evidence-based climate mitigation action.

Currently, the project is supporting Jambi City and Province as well as the Province of Central Kalimantan in developing GHG emission reduction roadmaps, particularly in the energy sector, as part of broader efforts to accelerate local climate action and contribute to national climate commitments. The initiative also seeks to ensure that the transition toward a low-carbon energy system is just and inclusive, by integrating social and environmental safeguards and promoting equitable participation of stakeholders, in line with the principles of a Just Energy Transition (JET).

Building on these initiatives, the project aims to strengthen civil society engagement in advancing JET through capacity building, knowledge sharing, and multistakeholder dialogue, while creating opportunities for Civil Society Organizations (CSOs) to contribute to energy transition processes at subnational and national levels.

To support this objective, WWF Indonesia will provide Financial Support to Third Parties (FSTP) to a CSO to implement activities that strengthen CSO capacity, collaboration, and participation in JET discussions. Through this mechanism, WWF Indonesia seeks to foster strategic partnerships with CSOs in advancing shared objectives on JET.

##### **2. Purpose of the Sub-Grant**

The purpose of this sub-grant is to strengthen the capacity, knowledge, and engagement of CSOs in JET in Indonesia. Through capacity-building activities, knowledge-sharing platforms, and multistakeholder policy dialogues, the selected CSO partner will work closely with WWF Indonesia to enhance CSO participation in energy transition policy processes, foster collaboration among stakeholders, generate evidence-based policy recommendations, and support advocacy efforts at subnational and national levels.

The selected CSO partner will collaborate with WWF Indonesia in designing and implementing activities that contribute to stronger civil society engagement and more inclusive policy discussions on JET.

### **3. Scope of Activities**

#### **3.1 Capacity Building on Proposal Development and Resource Mobilization for CSOs**

Objectives:

- To strengthen the capacity of CSOs, that are receiving support under the project, in developing high-quality project proposals related to JET.
- To enhance CSOs' understanding of donor requirements, project design, logical frameworks, budgeting, and results-based management.
- To increase opportunities for CSOs to access funding and participate in initiatives that support JET.
- To facilitate knowledge exchange and networking among CSOs supported under the project.

#### **3.2 Knowledge Sharing and Network Building on Energy Transition for CSOs**

Objectives:

- To strengthen CSOs' understanding of energy transition policies, climate action frameworks, and JET principles in Indonesia.
- To facilitate knowledge sharing and exchange of experiences among local and national CSOs working on climate and energy issues.
- To identify opportunities for stronger civil society engagement in energy transition policy discussions and reform processes.
- To encourage collaboration and networking among CSOs to support evidence-based advocacy on JET.

#### **3.3 National Multistakeholder Dialogue on Energy Transition**

Objectives:

- To provide a platform for dialogue among civil society organizations, government representatives, academia, development partners, and other relevant stakeholders on JET.
- To identify policy gaps, opportunities, and priority actions to accelerate a just and inclusive energy transition.

- To generate actionable policy recommendations for subnational and national stakeholders.
- To strengthen civil society contributions and perspectives in energy transition policymaking and implementation.

#### **4. Expected Outputs**

- One capacity building on proposal development and resource mobilization for CSOs
- One knowledge sharing and network building on energy transition for CSOs
- One national multistakeholder dialogue on energy transition
- Documentation of activities, including meeting summaries and participant lists (segregated by gender)

#### **5. Grant Amount**

The maximum available budget for this sub-grant is **IDR 800,000,000**.

#### **6. Implementation Period**

The implementation period is expected to be in **July – November 2026**.

#### **7. Eligibility and General Requirements for FSTP**

- Be a legally registered organization in Indonesia.
- Be based in Jakarta.
- Be a Civil Society Organization (CSO), such as a Non-Governmental Organization (NGO) or Community-Based Organization (CBO).
- Not be affiliated with political parties or political interests.
- Demonstrate sound institutional governance, including transparent and accountable financial management.
- Have relevant experience in energy transition, climate change, or related environmental issues (preferred).
- Have established relationships or networks with relevant stakeholders, including government institutions and civil society groups (preferred).

## **8. Proposal Assessment Criteria**

- Experience in facilitating multistakeholder dialogues, consultations, seminars, or collaborative platforms involving government institutions, civil society organizations, academia, and other relevant stakeholders.
- Experience collaborating with government institutions and engaging in policy discussions at local and/or national levels.
- Organizational and financial management capacity, including experience in managing grant funds and delivering projects within budget and timeline requirements.
- Demonstrated knowledge of energy transition, climate change, or related environmental issues.
- Quality, relevance, and feasibility of the proposed approach, methodology, workplan, and stakeholder engagement strategy.

## **9. Call for Proposal Process**

The Call for Proposal process may follow one of the following schemes.

### **Open Bidding Scheme**

1. WWF Indonesia will publish the Call for Proposals through its official website and communication channels.
2. Interested organizations submit proposals based on the required criteria.
3. WWF Indonesia will review and assess submitted proposals and invite shortlisted applicants for further discussion.
4. Final sub-grant recipients will be announced, followed by preparation and signing of contracts.

### **Closed Bidding Scheme**

1. Selected prospective partners receive a Request for Proposal (RfP)/ToR from WWF Indonesia.
2. WWF Indonesia will conduct discussions with potential partners to develop proposals aligned with the required criteria.
3. Prospective partners will submit a complete narrative proposal.
4. Final sub-grant recipients will be announced, followed by preparation and signing of contracts.

## **10. Timeline of Grant Funding Proposals and Contracts**

- 8 – 24 June 2026: Narrative proposals submission period
- 24 – 30 June 2026: Clarification meetings with shortlisted candidates and due diligence process
- 30 June 2026: Announcement of selected CSO
- 1 July 2026: Signing of grant contract
- 1 July 2026: First payment disbursement and the start of project implementation

## **11. Proposal Structure (Maximum 15 Pages)**

Proposals should include the following sections:

- Project Title and Location
- Organizational/Partner Profile
- Background and Problem Statement
- Project Goals, Objectives, and Strategy
- Proposed Activities, Expected Results, and Timeline
- Implementation Team Structure
- Budget Details (Staff, Operations, Activities)

Proposals may be submitted in Bahasa Indonesia.

Proposal templates are accessible through the QR code in the poster.

## **12. Proposal Submission**

Full proposals should be submitted via email to:

Chrisandini - [chrisandini@wwf.id](mailto:chrisandini@wwf.id)

With copy (cc) to:

- Ari Moch Arif – [aarif@wwf.id](mailto:aarif@wwf.id)
- Sabila Elsa Cerelia – [scerelia@wwf.id](mailto:scerelia@wwf.id)