

Terms of Reference (ToR): Project Preparation Support for JET Funding Platform

Contracting authority	African Climate Foundation
Implementing partner	JET PMU
Contract period	January 2026 – June 2026
Estimated level of effort	Up to 40 projects (3–20 hours per project)
Location	South Africa (Hybrid/Remote)
Submission portal	https://acf.givingdata.com/portal/campaign/JETFP
PLEASE NOTE NO SUBMISSIONS VIA EMAIL WILL BE ACCEPTED	
Proposal submission deadline	3 December 2025 (17h00 SA standard time)
Queries	For any technical queries, please contact Carmen Mollmann (carmen.mollmann@jetpmu.org.za) via email with subject: RFP 02 - Project Preparation Support for JET Funding Platform If you need any technical assistance with the portal, please reach out to grants@africanclimatefoundation.org
Deadline for queries	21 November 2025 (17h00 SA standard time)
Queries posted link	RPF 02 Questions and Answers.docx - Google Docs

Introduction

The JET Funding Platform (JET FP), established by the JET Project Management Unit (JET PMU) in the Presidency in 2024, serves as a vital matchmaking mechanism connecting grant funders to Just Energy Transition (JET) aligned, community-focused projects in South Africa. Integrated into its mandate and building on previous project cycles, the JET FP has identified the need for targeted project preparation support to strengthen governance, business readiness, and funding alignment of projects within its portfolio. This support aims to improve the quality, structure, and fundability of projects for local and international financiers and to better position matching in the current grant funding ecosystem.

This assignment aims to enhance the readiness and fundability of selected projects within the JET Funding Platform (JET FP) pipeline by providing tailored technical assistance and business advisory support. It focuses on strengthening project governance and institutional readiness, improving the quality and financial structuring of project proposals, and facilitating linkages and referrals to appropriate financing and technical support institutions.

1. Background

South Africa's commitment to implementing a long-term and well-managed transition to a low carbon economy is informed by its energy and climate policies and the pressing need for inclusive economic growth to turn the tide on persistent inequality, poverty, and unemployment. In 2021, South Africa committed its Nationally Determined Contribution (NDC) to the United Nations Framework Convention on Climate Change (UNFCCC) to reduce greenhouse gas emissions to within the target range of 350-420 mtCO₂e by 2030, contingent on securing international financial support.

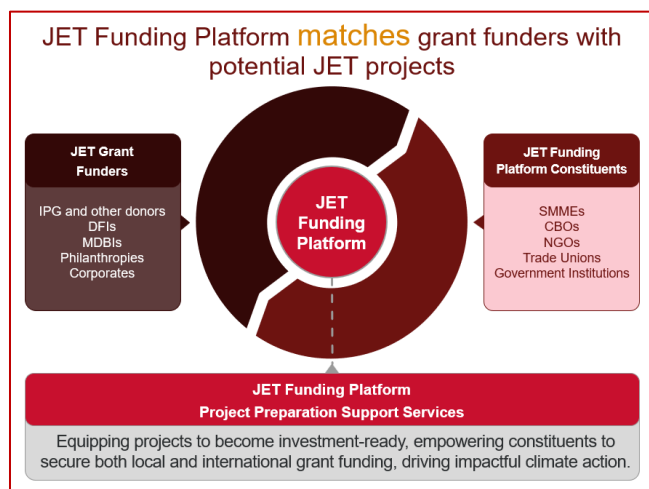
At the 2021 Conference of the Parties (COP26), the International Partners Group (IPG) (European Union, Germany, France, United Kingdom and previously the United States) undertook to support South Africa's JET by pledging USD 8.5 billion. The President then appointed a Presidential Climate Finance Task Team to negotiate the IPG's terms of financing, and the JET Partnership (JETP) Secretariat was formed to draft the JET Investment Plan. The

JET Investment Plan (2022)¹ sets out South Africa's scale of financing need at R1.5 trillion (~USD R98 billion) to achieve the ambitious 2030 NDC targets. It was presented by President Ramaphosa at COP27 and the subsequent meeting of the G20. At the same time, the President Ramaphosa directed the Presidential Climate Commission (PCC), an advisory, multi-stakeholder consultative structure, to engage South African stakeholders on the plan and its implementation.

Based on the PCC's widespread stakeholder engagements in early 2023, the JET PMU prepared the JET Implementation Plan (IP) which was approved by Cabinet in November 2023 and presented by the President to the Secretary General of the United Nations at COP28. The JET IP has six priority Portfolios: Electricity, Green Hydrogen, New Energy Vehicles, Mpumalanga, Municipalities, and Skills. This scale of need must be financed through a combination of international contributions, private sector investment, and public sector expenditure. By 2025, international pledges to South Africa's JET stand at \$13.9 billion, of which approximately 6% is in the form of grants

A key enabler to achieve a JET is the JET Funding Platform², which is a pivotal matchmaking service that connects grant funders with potential beneficiaries of JET projects. This platform addresses critical funding gaps by improving access to grant funding, particularly for smaller-scale projects and capacity-building initiatives, essential for the successful transition away from coal dependency.

Launched late 2024, the platform plays a significant role in the implementation of the JET IP, focusing on communities and workers in the coal value chain to scale up financing for JET initiatives that cannot draw on commercial sources of funding. It offers project preparation support services to assist originators in becoming grant-ready, empowering beneficiaries to unlock opportunities and access local and international grant funding sources.



The JET FP's objectives are:

- To be a matchmaker between suppliers of grant funding and potential JET beneficiaries.
- To provide project preparation support services to JET project originators to help them prepare plans and apply for grants; and
- To provide the public with transparent data and analysis on the deployment of grant funds to JET projects.

The JET FP has developed a visible pipeline of JET projects and programmes for the benefit of interested grant funders. Each grant-maker's internal approval procedures, reporting, and monitoring will continue in the normal course. Grant-makers include the members of the International Partners Group (IPG) which have pledged resources to the JET IP, other donor countries, MDBs, DFIs, philanthropies, and corporates. Since its inception in late 2024, the funding platform has successfully launched two funding windows and received over 240 applications from a diverse array of organisations, sectors, and geographic locations. A high-level summary of the project pipeline is detailed in the diagram below.

The JET Funding Platform aims to strengthen the financing ecosystem for JET projects requiring grant funding.

¹<https://justenergytransition.co.za/resource-hub#Invest>

² <https://justenergytransition.co.za/jet-funding-platform>

Stage	1 Total applications received	2 Eligible for assessment	3 Aligned to JET FP	4 Complies with governance requirements	5 Achieves score above 70% threshold	6 Listed on Project Register
Total Applications	240	215	208	126	49	24

2. Objectives and Scope of Work of the Assignment

The objective of this assignment is to enhance project readiness and fundability of selected JET FP pipeline projects through tailored technical assistance (TA) and business advisory support.

Specifically, the assignment seeks to:

- Assist project developers in packaging proposals for submission to local and international funders, ensuring alignment with technical, environmental, social, and financial criteria.
- Provide guidance on structuring project documentation, feasibility assessments, and investment-readiness planning.
- Facilitate linkages and referrals to relevant financing or technical support institutions.

Table 1: Categories of Project Support and scope of Work

Number	Details
Category 1: Reframing for Blended Finance and/or Impact investment	<p>Companies that demonstrate substantial JET value but have requested grants unsuitable for private ventures. These require technical support to restructure as blended finance proposals suitable for impact investors.</p> <ul style="list-style-type: none"> Up to 20 projects to be onboarded. Project preparation to support reframing, investment-readiness, and repackaging of proposals. Based on assessment, projects that require more than 20hours of support may be referred (see below –2 (b) under "deliverables") Conduct one webinar focused on pitch deck design, funding structure, and presentation tools. Participation in one pitch day to present to funders and potential financiers.
Category 2: Light Project Preparation for High-Potential Proposals	<p>Projects that have achieved ≥70% on the JET FP assessment³ but require light preparation before funding readiness.</p> <ul style="list-style-type: none"> Up to 20 projects to be onboarded. Project preparation to support reframing, investment-readiness, and repackaging of proposals. Based on assessment, projects may be referred to the medium/high TA Facility.(see below –2 (b) under "deliverables") Conduct one webinar focused on pitch deck design, funding structure, and presentation tools. Participation in one pitch day to present to funders and potential financiers
Technical Assistance Parameters <ul style="list-style-type: none"> Each project will receive between a minimum of 3 hours and a maximum of 20 hours of support. The level of effort per project will be determined through an initial assessment, reviewed and approved by the JET Funding Platform Team. 	

³ Project assessments to be provided to successful contractor by the JET FP Team.

- 10% of the total contract value will be allocated to evaluate project needs and provide tailored recommendations for each (Table 2, point 2 of ToR).
- In cases where the consultant already manages an existing funded project preparation facility, the addition of JET FP project preparation activities to this facility and the use of existing funding to supplement the work, would be welcomed and encouraged.
- The consultant(s) will maintain detailed records of all TA sessions and outcomes.
- Projects successfully matched or redirected ($\geq 50\%$) will also qualify for a 15% performance bonus.

3. Deliverables and Timeline

The anticipated outline of key deliverables duration and timeline provided in table 2 below.

Table 2: Deliverables and timeline

#	Deliverable	Description	Estimated duration
1	Inception Report	Workplan detailing methodology, selection of projects, TA structure, and coordination approach	By Jan 2026
2	Project Assessments	<p>Evaluation of each selected project's readiness and TA needs to classify each project under one of the following categories:</p> <ul style="list-style-type: none"> a) Not Suitable: The project does not align with the objectives or eligibility criteria of the JET Funding Platform and will not proceed further. b) Requires medium/high-level technical assistance (TA): The project requires a more intensive level of support better suited to the Business Support and Development (BSD)⁴ facility or another specialised TA mechanism. c) Suitable for category 1 support: The project demonstrates value but should be redirected to a different financing or investment mechanism (e.g., blended finance or commercial investment). d) Suitable for category 2 support: Light Project Preparation Facility: The project is well-aligned with JET objectives and qualifies for targeted support under this light project preparation facility. <p>The outcome of this classification will guide the level and type of support to be offered to each project, ensuring efficient use of resources and maximum impact.</p>	By Feb 2026
3	Tailored TA Support	<ul style="list-style-type: none"> • Provision of structured advisory support (3–20 hrs per project) as per recommendation in table 2, point • Tailored high level technical assistance to at least 30 projects on project design, feasibility and compliance with funding criteria). • Facilitate at least 30 project meetings/working sessions with proponents. 	Feb–May 2026
4	Pitch Day(s) Coordination	Facilitation of 2 pitch events for funders, aligned with category 1 and category 2 projects	April & May 2026
5	Webinars	Conduct 2 virtual sessions on proposal structuring and pitching	March–April 2026

⁴ Business Development Services (BDS): Provides support to improve business performance and competitiveness of enterprises. Supporting business growth, market access, and sustainability.

6	Final Recommendation Report	Consolidated report detailing supported projects, outcomes, and funder matches	15 June 2026
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4. Performance and Incentive Structure

A 15% performance-based bonus will be awarded if at least 50% of onboarded projects are successfully matched or redirected to appropriate funding or support facilities.

The contractor is expected to ensure measurable outcomes for each project, including improved proposal quality, governance structures, or funder alignment.

5. Criteria for the Selection of Consultant

The consultant should possess the following key criteria to determine a credible and qualified service provider for project preparation support:

- **Proven JET-Relevant Experience:** Demonstrated experience in preparing or supporting Just Energy Transition-aligned projects, including work within South Africa's energy, green economy, or inclusive enterprise development sectors.
- **Technical and Financial Structuring Expertise:** Strong knowledge of project preparation, blended finance design, and investment-readiness support for early-stage or pre-investment projects.
- **Institutional and Governance Capability:** Evidence of ability to strengthen governance, compliance, and institutional readiness among project proponents.
- **Track Record in Advisory and Matchmaking Services:** Proven success in linking projects with appropriate funding institutions, investors, or TA facilities.
- **Quality of Approach and Methodology:** A clear and pragmatic workplan outlining the steps for delivering effective project preparation support, assessment, and reporting.
- **Team Qualifications:** Demonstrated expertise of key personnel, including specialists in project finance, institutional development, and M&E.
- **Local Context Understanding:** Strong familiarity with the South African JET landscape, including awareness of national and sub-national dynamics.
- **Performance-Driven Delivery:** Demonstrated ability to meet performance targets (e.g., project matches, redirections, or readiness outcomes).
- **Value for Money:** Competitive and transparent cost structure proportional to the level of expertise and outputs.

6. Management and Reporting

The consultant will report to Carmen Mollmann from the JET PMU, with close coordination with the African Climate Foundation Team and selected technical advisors. All deliverables will be reviewed and approved by the JET PMU.

7. Proposal Invitation and Submission Guidelines

Qualifying providers are invited to submit an electronic proposal outlining the provider's approach to fulfilling the requirements. All proposals must be submitted by 17h00 on the 3 December 2025, as detailed below and the total length of the proposal should not exceed 12 pages.

Service providers have the option to submit proposals as individual entities or as part of a consortium. When submitting as a consortium, providers must ensure that the full range of necessary skills and experience required for this assignment are represented within a single proposal. Additionally, consortium proposals must clearly outline the proposed project governance structure.

7a: Proposal Submission Requirements (max 12 pages)

- Approach and methodology:** Outline the proposed method for conducting the required services,

- b) **Team composition:** Detail the experience and professional qualifications of the team members who will be involved, indicating the roles and responsibilities of each.
- c) **Costing:** Provide a detailed cost proposal that is realistic and reflects the scope of the work. Costing should be broken down to a cost per hour. Please make use of the Pricing template for the cost proposal as provided on the portal.
- d) **Project schedule:** Present a high-level project schedule that aligns with the tasks and timelines outlined in the Terms of Reference.
- e) **Related work examples:** Provide at least one (ideally two) relevant previous assignment.

7b: Evaluation Criteria

- a) Demonstrated expertise in the provision of the required services as detailed above.
- b) Track record of delivering assignments on time and with quality.
- c) Clear and realistic project plan
- d) Competitive cost structure (ACF will consider total cost and value for money and will not be required to select the lowest cost proposal)

7c. Additional documents required for submission

- a) Signed Conflict of Interest Declaration (completed on portal).
- b) Tax Clearance Certificate (uploaded on portal).

8. Confidentiality and Conditions

- **Confidentiality:** All information submitted in response to this TOR will be treated as confidential and used solely for the purposes of evaluating the proposal. Service providers may not disclose information relating to this TOR of ACF's or JET PMU's operations without prior written consent.
- **Language:** Proposals, documents and correspondence must be submitted in English.
- **Validity of Proposals:** All pricing and conditions contained in the proposal shall remain valid for a minimum of 90 calendar days from the closing date of submission. Any deviation from this must be clearly stated and may affect the evaluation outcome.
- **No Obligation to Award:** ACF reserves the right not to award a contract because of this TOR and is under no obligation to provide reasoning or feedback for its decision. ACF may cancel or modify this procurement process at any time.
- **Due Diligence:** ACF reserves the right to conduct due diligence on service providers, including requesting additional information, reference checks, or interviews.
- **Conflicts of interest:** Service providers must declare any actual or potential conflicts of interest. Failure to disclose such conflicts may result in the disqualification of the proposal or termination of any subsequent contract.
- **Cost of submission:** ACF shall not be responsible for any costs incurred by the service providers in preparing and submitting the proposal. All such costs will be borne solely by the service provider.
- **Ethical Conduct:** ACF expects all service providers to adhere to ethical business practices, including compliance with applicable anti-bribery and anti-corruption laws and regulations.
- **Amendments and Clarifications:** ACF may issue amendments or clarification to the TOR. These will be communicated to all bidders who submitted queries or expressed intent to submit proposals.