

Terms of Reference: vulnerability and capacity assessment analysis – Vietnam Red Cross

Background

The project “building regional capacity and collaboration for community resilience in Southeast Asia” also known as C3R, includes a focus on strengthening Red Cross Red Crescent (RCRC) advocacy efforts around disaster risk reduction (DRR), including components of gender and climate change.

In the first C3R workshop held in December 2013, several National Societies agreed that an analysis of the IFRC’s standard “vulnerability and capacity assessment” (VCA) tool, would be the most practical and effective source to identify DRR messaging from communities at a country level.

The messages taken at each country level will then feed into a regional report where a set of DRR messaging for the project will be identified, and agreed upon during another C3R workshop in September 2014.

Viet Nam Red Cross (VNRC) is recognized in Viet Nam and within the Red Cross and Red Crescent Movement for their Community Based Disaster Risk Reduction and in particular utilizing the VCA approach. VNRC have conducted a large number of VCA through a network of trained facilitators throughout the country. Through its extensive experience the VNRC has identified a key challenge in the integration or reference of VCA outcomes and subsequent CBDRM action plans into local planning process such as the Government social-economic development plans. VNRC and its partners have also identified the potential to strengthen the VCA approach through the greater awareness and inclusion of specific actions to understand the needs related to gender and disability. The government has recently approved a community based assessment tool which although is informed by VCA, is a less comprehensive tool and with the aim of conducting hazard risk assessment in 6000 communes by 2020.

There are potentially three planned Vulnerability and Capacity Assessment Reviews

- The Australian Red Cross are proposing (if funding secured) on a review of the VCA process with the aim to strengthen this process with a particular emphasis on specific actions to understand climate change adaptation (CCA) in 2015.
- The German Red Cross will conduct as part of DIPECHO9 project an evaluation of the VCAs in six provinces with particular focus on gender, disability inclusion and CCA. The evaluation will include a review on the use of the tools including a comparative analysis with the newly adopted government Community Based Disaster Risk Assessment tool (CBDRA). The outcomes of the VCA within local projects as well as national programme 1002 will be evaluated along with, identifying how this tool can be used for future high level planning.
- American Red Cross under take a study of VNRC and other organization reports to define ‘success criteria’ for VCAs. A practical list of measurable indicators will be developed that can be used utilized for baseline/end line analysis.

The analysis from this study will feed into the above reviews.

Purpose and expected outputs

The purpose of the project is to analyze the 10 VCAs and their respective community plan of actions with the purpose of collecting research on common issues identified by the community and their proposed solutions. These will then be synthesized into DRR messages for use to advocate with different audience (VNRC, local authorities and regionally).

- VNRC: Key messages to support advocacy within VNRC to clarify the added benefits of using the VCA tool.
- Local Authorities: Key messages will be defined to advocate to local authorities on the integration of the outcomes of VCA and subsequent community action plans into commune and district social-economic development plans.
- Regional Forums: Will collect DRR research that can be used to advocate in humanitarian diplomacy activities

Key outcomes should also include recommendations on how to strengthen future VCAs (cross-cutting issues such as gender/climate change) and ways that communities can better use VCAs with local stakeholders.

Expected outputs for the consultancy include:

- A report consolidating the main learning points from VCAs exercise, including a focus on gender and climate change.
- A list of key advocacy messages based on issues identified through VCA exercise and with identified target audiences (community, local authorities – provincial and national level, Red Cross staff – provincial and national level),
- Clear guidance on the most appropriate communication channels for which to advocate the identified key messages.
- A clear outline on the step-by-step process used to identify advocacy messaging through the VCA process
- Review the existing VCA checklist and recommend steps to enhance the capturing of community voices and gender/climate change elements.

All these outputs should be made available in both the Vietnamese and English, expected starting time no later than 15th September 2014 and will be completed on 15th October 2014.

Proposed methodology

Step	Description	Indicative timeframe
1	Meeting with key stakeholders within the VNRC and IFRC country office in order to: <ol style="list-style-type: none"> Agree on agenda Agree on the report format. Gather the existing data related to VCA and/or other community-based DRR assessment tools. 	2 days

2	<p>a) Review the VCA finding and related reports.</p> <p>b) Information analysis: Identify the key issues/concerns of the communities from the VCA information.</p> <p>c) 1-day workshop will be organized with participation of 10 experienced VCA facilitators from VNRC HQ and Chapters for sharing practical inputs to identify issues/concerns in VCA process and to help develop the advocacy messages.</p> <p>d) Develop the advocacy messages based on identified issues/concerns, which were confirmed by the VNRC</p>	10 days
3	<p>a) Field- test to validate key advocacy messages in 1-2 sites in line of identified issues/concerns with communities, local authorities and local VNRC representatives.</p> <p>b) Identify the means of dissemination of advocacy message and potential target groups along with community.</p>	5 days
4	<p>Presentation of the draft outputs to the NS and IFRC country delegation (as well as other Movement partners if deemed relevant)</p> <p>a) Share the entire process.</p> <p>b) Share the final draft advocacy messages and suggested target groups along with means of dissemination.</p> <p>d) Discuss and propose the VCA checklist template with inclusion of gender and climate change adaptation</p>	2 days
5	<p>Finalize a list of consultancy outputs.</p> <p>Incorporation of feedbacks and production of the final outputs</p>	1days
	TOTAL timeframe	20 days