

TERM OF REFERENCE
BASELINE SURVEY ON THE PROJECT OF CLIMATE CHANGE RESILIENCE
IN TIEN GIANG AND TRA VINH PROVINCE

Location: Tien Giang and Tra Vinh Province
 Application deadline: 28th March 2018
 Type of Contract: Short-term Service Agreement
 Languages Required: English and Vietnamese
 Project target groups: see at table

Main Interventions	Implementing Partnership	Target group	Location
Education- Intervention in schools	Department of Education & Training at district level (Sub DoET)	- 10,000 primary students - 240 educators	12 schools of Tra Vinh and Tien Giang
Build competence of Women Union staff on climate change, gender, inclusion.	Tra Vinh provincial Women Union	200 Women Union staff from village to province level.	8-9 districts/towns of Tra Vinh province
Increase knowledge of women on climate change.	Tra Vinh provincial Women Union	30,000 women.	8-9 districts of Tra Vinh
Support Village Saving and Loaning Association (VSLA)	Tieu Can Women Union	3,000 women (120 groups, 1 group includes 25-30 people)	Tieu Can district of Tra Vinh province
Piloting smart livelihood models (CCA)	Tieu Can, Tra Vinh Tan Phu Dong, Tien Giang	1000 farmers (livelihood group models or cooperative model)	12 communes of Tra Vinh and Tien Giang
Strengthen competence of local authorities on CC/DRR.	Tieu Can district, Tra Vinh Tan Phu Dong, Tien Giang	600 local staff (district, commune and CFSC staff- village staff)	12 communes of Tra Vinh and Tien Giang
Entrepreneurship training program for Young Women	Tien Giang Women Union	2000 women	Tien Giang
Gender justice	Tien Giang Women Union	2000 women and men	Tien Giang

1. BACKGROUND

NMA in Vietnam works in partnership with Tra Vinh and Tien Giang province to implement climate change resilience programming. This project aims to help vulnerable people in Mekong increasing their knowledge and having skills to cope with climate change since 2018-2022. The project focuses on women, children, farmers in which gender equality, inclusion are crosscutting topics.

Project work throughout these outcomes:

- Outcome A1: Targeted girls and boys and educators in 12 target communes have basic knowledge on climate change, inclusion and gender.
- Outcome A2: Local authorities, loan takers and women’s have basic knowledge about the effects of climate change and strategies for adaptation.
- Outcome B1: Households are more resilient to climate change because of stable income
- Outcome B2: Increasing income has had a positive impact on the welfare of both men and women in target households

2. OBJECTIVE OF SURVEY

The purpose of the baseline survey is a) to assess all project indicators whether it is SMART to cover all level of project log frame; b) undertake baseline survey in two provinces, both quantitative and qualitative and write report and c) develop monitoring system including tools, monitoring structure to measure indicators in comprehensive results framework.

3. SCOPES AND FOCUS OF SURVEY

- Review the project indicators: are these indicators SMART, cover each outcome and output of project log frame, do they make it possible to measure results over time, do they cover NMA’s cross cutting issues; the means of verification are practical and applicable
- Identify the baseline value of the project indicators
- Establish a system for monitoring progress against the project outcomes and outputs
- Make recommendation for future action plans

4. SURVEY APPROACH:

- a. The survey will be undertaken through a combination of qualitative and quantitative that will be used to gather data and information from main stakeholders of the project.
- b. Data gathered using various methods and tools to be collated, analyzed and interpreted systematically. The consultant will be expected to come up with detailed data/information analysis methods and the analysis; interpretation should be made along with the key issues of the baseline survey.
- c. Deliverables

The consultant should deliver the following output and services

- Develop detailed survey design and data collection plan and tools
- The report covering the areas mentioned in this “Terms of Reference”. The report should highlight but not exceeding 30 pages (note: The report format will discuss then)

5. TIMEFRAME

Time	Activity
4 th April 2018	Contract with the local consultant
	Desk review
	Meeting with NMA on indicators in NMA office

	Design a survey proposal and tools.
15-25 th April 2018	Data collection at the project sites 2 provinces and report writing
30 rd April 2018	Submit 1st draft report in English to NMAV
5 th May 2018	Submission of the final Report (Final version in Vietnamese and English)
7 th -10 th May 2018	Discuss and develop Monitoring tool and M&E system against on outcome, output's indicators
	Reviewed and revised
15 May 2018	Submission final tools/ M&E plan

6. PREPARATION AND LOGISTICAL SUPPORT

NMA-V will arrange transportation and accommodation in province as required and all other fees to serve for collecting data in the field. NMA-V staff will take responsible for planning and providing logistical support and will accompany the consultancy team in the field and meetings.

7. TERMS OF PAYMENT

Payment will be made by bank transfer to bank account of Consultants: Terms of payment will be as follows:

- 20% value of the total budget will be paid on the date of the signing the contract.
- 80% will be paid after NMA-V approves the final reports in English and Vietnamese.

8. CONSULTANT QUALIFICATIONS

- Experience in the design of monitoring and evaluation system, tools and questionnaires
- Strong background on climate change adaptation, disaster risk reduction, agriculture sector, community development, gender, inclusion is preferable
- Skills and experiences in research, analysis and data collection.
- Skills and experiences in conducting KAP surveys, evaluations and baseline surveys.
- Familiar to participatory approaches as well as gender analysis and concepts.
- Have a good command of English in spoken and written.
- Capable to submit report in times

Interested consultants are invited to submit their application including a most updated CV and proposal with detail budget indicating how (s) he/ team is qualified to perform the service to Mrs. Guro Nesbakken – Senior Program Advisor at guro@nmav.org