

TERMS OF REFERENCE  
FOR NATIONAL CONSULTANT

Title:	Post Knowledge, Attitude and Practices survey - Vietnam Child-centred Climate Resilience Program	
Account line		Time: April – June 2015

## 1. Background

Vietnam is highly vulnerable to the impacts of climate variability and change, particularly for poor communities living in coastal and mountainous areas. Climate variability and extremes already have significant impacts on the lives and livelihoods of poor girls, boys, women and men in poor communities. While there is a high level of confidence in the general trend of climate change in Vietnam, relatively little is known about the magnitude and timing of impacts in specific locations. There is also a generally low level of understanding of climate change and locally-relevant and effective adaptation options. Children and young people are particularly susceptible to the impacts of climate variability and change – making up a disproportionate number of those killed and injured in extreme weather events.

In response, Save the Children and Plan, together with their program partners in country, developed the Vietnam Child-centred Climate Resilience Program. The Program aims to build the adaptive capacity of children and their communities in Vietnam to manage the impacts of climate change.

The project targets four provinces in Vietnam: Thai Nguyen (northern) and Quang Ngai (central) under Plan's project sites and Quang Nam (central) and Tien Giang (southern) under Save the Children's project sites.

### Goal

To build the adaptive capacity of vulnerable children and their communities in Vietnam to manage the impacts of climate change.

### Objective

1. To increase the ability of vulnerable children and their communities to directly plan for and manage the negative impacts of climate variability and change; and
2. To improve the ability of government and civil society to meet the adaptation needs of children and their communities, in line with national objectives.

### Expected outcomes

- Outcome 1. Increased understanding of climate change impacts among children and their communities
- Outcome 2. Increased capacity of children and their communities to plan for and respond to climate change impacts through participatory planning and community-based action
- Outcome 3. Increased capacity of sub-national government and civil society to implement CBA programs in line with the NTP-RCC
- Outcome 4. Increased understanding and engagement of policy makers in CBA

## 2. Objective

The objective of end-line survey is to measure project intervention impact in relation to the changes in knowledge, attitude and practice (compared with pre-KAP results conducted in 2013).

## 3. Methodology and sample size:

The methodology and sample size should be consistent with the pre-KAP, in which field surveys will be conducted with household representatives and children (with 400 household representatives and 300 students of elementary and secondary school for each province).

#### 4. Scope of work

The team of two consultants will work across and produce one report for four (4) provinces. It is expected that each consultant of the team will work concurrently in the two project provinces of Plan and Save the Children (Thai Nguyen and Quang Ngai, Quang Nam and Tien Giang respectively).

The detail tasks are as follows:

- To review relevant documents for the background information of this work. Documents will be provided to the consultant by Plan and Save the Children.
- To draft and discuss with Plan and Save the Children the agreed design of the study methodology and sampling method; To make adjustments of KAP survey (2013) questionnaire in consultation with key staff if needed.
- To prepare a detailed plan of implementation of the pre KAP survey, including technical design, training of data collection, field data collection, data entry, data cleaning and analysis and the final report to Plan and Save the Children.
- To deliver training for field data collectors and provide quality control during data collection.
- To use SPSS or other analysis softwares to analyze the statistical data of knowledge, attitudes and practices of target groups.
- To write one narrative report; the outline of report should be agreed by Plan and Save the Children.
- To provide a book of coding in excel format

#### 5. Proposed timeline

No	Activities	Timeline
1.	Contracting	27 April – 5 May
2.	Review and revise questionnaires, methods, sample cluster selection & translate	6 – 8 May 2015
3.	Set-up data storage system	
4.	Consultant to provide trainings to data collectors and conduct field surveys	9 – 23 May 2015
5.	Data entry/filter and analysis and draft report	24 – 30 May 2015
6.	Final report	7 June 2015

#### 6. Expected deliverables

- Proposal with questionnaires, methods, sample cluster survey principle, timeframe and budget;
- Data storage system in excel or SPSS or any other analysis tools available and applicable;
- Training on data collection for data collectors;
- Data analysis;
- Final report.

#### 7. Requirements for the consultant

- University degree in social sciences and statistics; Communications experience is preferred.
- Have excellent experience/knowledge in conducting both quantitative/qualitative researches/surveys, especially in KAP study;
- Demonstrated supervisory and training skills;
- Demonstrated ability and skills to analyze and report research findings in a related field;

- Previous documented research experience in the areas of climate change and disaster risk reduction preferred;
- Good command of English (written and oral).
- Good knowledge of MS Word, MS Excel and SPSS software.
- Good data analysis, report writing in Vietnamese and English, and presentation skills;
- Experience in working with local authorities where the baseline survey will be conducted;
- Ability to meet required date of report's submission.

#### 8. Management

The consultants will work directly with Plan Vietnam - Climate Change Specialist and the Save the Children - CBA Consortium Manager.

#### 9. Application

Applicants are expected to submit the following documents:

- Outline of the study approach, methodology and work plan to undertake the assignments
- A proposed activities schedule/work plan with time frame.
- CVs, profiles of consultant(s) or consultant firm
- Recent examples of similar work (optional)
- Detailed quotation for the study, showing days and itemized fees, data collection and administrative costs
- 3 referees need to be provided

Applications need to be submitted by end of 21 April 2015 via email to the 03 following email addresses:

Hoang Thu Trang (Ms.) at [trang.hoangthu@plan-international.org](mailto:trang.hoangthu@plan-international.org)

Giang Hoang Hieu (Mr.) at [Hieu.GiangHoang@plan-international.org](mailto:Hieu.GiangHoang@plan-international.org)

Felicity McCullum (Ms.) at [felicity.mccullum@savethechildren.org](mailto:felicity.mccullum@savethechildren.org)