



TERMS OF REFERENCE

A team of experts to conduct a study on Climate Resilient Livelihoods in Quang Binh

PO reference: VNM100402

Time frame: April – May 2016

Project title: Community resilience to climate change in poor rural communes in central Vietnam

1. Background

Plan International Vietnam was established in 1993, is an international child-centered community development organization. Plan is working in partnership with local people; organizations and government bodies to help children in Vietnam meet their basic needs as well as expand their opportunities to reach their full potential.

The project “Community resilience to climate change in poor rural communes in central Vietnam” is funded by Australian Department of Foreign Affairs and Trade/AusAid NGO Cooperation Program (AusAID/ANCP) over the implementation from January 2016 to June 2017 (18 months) in the four project communes of Le Thuy and Minh Hoa districts of Quang Binh province (Kim Thuy, Ngan Thuy, Thuong Hoa, Trung Hoa communes). In Quang Binh province, the project will work with the government at all levels, with a focus on district level for implementation. With a focus on children and youth’s participation, with gender and disability inclusion mainstreamed in its interventions, the project expects to benefit **2,108 children and adults directly; and 6,300 children and adults indirectly.**

Goal: The project aims at improving resilience of disadvantaged communities through sustainable livelihoods and community-based environmental protection in rural communes in Quang Binh Province. In order to achieve this goal, the project is expected to achieve the following outcomes:

Outcome 1: Increased awareness and capacity of children (boys and girls), youth, and local communities, authorities, Civil-Society Organisations and the private sector on climate change impacts and community-based approaches for adaptive livelihoods and food security

Outcome 2: Enhanced children (boys and girls), youth and communities’ ownership and capacity in voicing up and initiating actions to plan for and respond to climate change

Outcome 3: A strengthened network of children, youth, communities, private sector and CSOs that effectively engages with government to promote children, youth and community-based disaster risk reduction and climate change adaptation

Climate resilience in this project is defined as the capacity of the target groups to absorb, adapt and grow from climate shocks and stresses such as changed seasonal calendars, climate extremes, increased and unpredictable climate risks, water shortage, etc. In the target communities of Quang Binh, rural livelihoods (on and off-farm) are one of the most important as well as vulnerable aspects of local lives. Livelihood failures or disruption caused by climate risks can jeopardize children and adults’ well-beings through food insecurity, healthcare and education disruption, entertainment/leisure unfulfillment, etc. Building resilience of local communities, especially women, thus embraces developing livelihoods that are resilient to climate shocks and stresses. This study of climate resilient livelihoods hopes to bring in scientific knowledge to combine with the existing indigenous knowledge, so that the recommended livelihood options will be economically viable, climate resilient and empowering women.

Within 12-15 months, the project interventions will focus on supporting pilot models in different target communes so that the local communities (and authorities) can see the differences and replicate good examples based on their resources in the longer term.

2. Purpose of the Assignment

Overall objective: A team of consultants (3-4 members) is sought to conduct a Climate Resilient Livelihood study in 4 target communes of Quang Binh province to identify livelihood options that are economically viable, climate resilient and empowering women for the target groups.

In achieving the objective, the study expects to analyse the situation and identify solutions using three (3) lenses, i.e Climate Resilient Livelihood, Women Empowerment and Value Chain Analysis.

Please note that the most important purpose of this study is to look for effective livelihood models that are resilient to climate change and disasters. The other two lenses serve as filters to select the suitable livelihood options that aim at i) empowering women and ii) increasing income for the local communities while protecting the environment and reducing risks from disasters and climate change. The following questions should be used as a recommendation only. Detailed study plan and questions should be developed in close discussion with Plan later.

Climate Resilient Livelihood

1. What is the scope of 'climate resilient livelihoods' in this study? What are the identification criteria in this study (for instance, increased productivity/economic viability, climate-proofing, environmentally friendly, locally suitable policy-wise and indigenous knowledge-wise, empowering women/women-led, livelihood diversification etc. – *please refer to other aspects to develop the criteria too*)?
2. What are the general socio-economic and natural conditions of the target districts/communes?
3. What are the major livelihoods (existing and potential) of the target group in the area (disaggregated by ethnic groups if the differences are large) – *identification of major sub-sectors at this step for market analysis*?
4. From both scientific and local perspectives, what is the vulnerability context of the local livelihoods? What are the impacts of climate change on different livelihoods in the area? Which existing livelihoods are the most vulnerable or resilient to climate change?
5. Which groups are the most vulnerable to climate change in terms of livelihoods (by ethnicity, gender, economic conditions, etc.)?
6. Given the local context, which livelihood options would match the identified criteria? Which options will benefit the most vulnerable groups (especially women)?
7. What are the detailed plans for livelihood implementation? The plans should cover the following details: i) LLH model description, ii) For which group of beneficiary?, iii) Rationale of each model (against the identified criteria), iv) What steps/How (Stakeholders, Inputs and Processes), v) Potential market, vi) Risks, etc.

Women Empowerment

1. What is the scope of 'women empowerment' in this study? What are women-led livelihoods?
2. How are women specifically affected by climate change impacts on local livelihoods? (briefly)

3. What are the gender issues in relation to livelihoods/agricultural production? How are these issues affecting women's capacity to cope with climate change in their livelihoods?
4. How do the existing livelihood arrangements contribute to empowering or disempowering women (labour division, inputs/outputs, processes, etc.)? Are there any good examples of women-led/women-empowering livelihoods practiced in the area?
5. Which of the recommended livelihood options will contribute to women empowerment? Why and how to do so?

Sub-sector value chain analysis and market mapping

1. What are the existing and potential markets of the major/potential sub-sectors?
2. What are the market opportunities and challenges/risks these sub-sectors that the target group is facing or may face? For instance,
 - a. Market trends in terms of demand/supply and price mechanism of these sub-sectors
 - b. Existing and potential capacities and resources of the target population
 - c. VC actors and stakeholder analysis
3. What are the recommendations to add values to the potentially marketed products or to increase the overall revenue/pricing of the target groups from these livelihoods (food processing, handicrafts, packaging, etc.)?

3. Scope of work

- *Location:* Hanoi and Quang Binh
- *Recommended methodologies:* i) Desk review/secondary data collection, ii) Field works: FGDs using participatory tools, in-depth interviews, transect walk, iii) Validation workshop, etc.
- ***Suggested team structure:*** i) **One - Two experts in Agriculture/especially in Climate Resilient Livelihoods/Climate Smart Agriculture,** ii) **One expert in Women Empowerment/Gender Equality** and iii) **One expert in Market/Value Chain**
- *Key stakeholders:*
 - At the institutional level: relevant government agencies and mass organisations in the field of agriculture at the provincial, district and commune levels.
 - At the community level: women groups, mixed poor groups, ethnic groups including disadvantaged groups such as Female-Headed Households, Households that have PWD/CWD, etc.
 - Project staff: Plan staff and selected implementing partners
 - And other stakeholders to be identified by the team
- *Expected deliverables:*
 - A detail proposal with technical approaches, field work plan, tools and methodologies
 - A proposed set of criteria
 - A final report in English and Vietnamese that captures all the required information and based on the recommended structure.
- *Expected timeline:*

No	Task	Suggested number of working days (estimated for a team of 4)	Tentative timeline
1.	Conduct a desk review/ Secondary data collection (including project materials, similar studies of Plan and other organisations, etc.)	8	Apr-W2
2.	Develop a set of criteria	8	Apr-W2
3.	Develop a detailed proposal with technical approach, work plan, methodologies and tools	10	Apr-W3
4.	Conduct field work in Quang Binh (6 days approximately)	24	Apr-W4 (22-29/4)
5.	Analyse data and draft report in English Prepare a summary presentation in Vietnamese (for validation workshop)	28	May-W1
6.	Present study findings in a validation workshop (1 day, 2 members)	2	May-W2
7.	Final report in English and Vietnamese	10	May-W3
	Total	90	

4. Ethical and Child protection statements

Ensuring appropriate, safe, non-discriminatory participation, ensuring process of free and un-coerced consent and withdrawal; ensuring confidentiality and anonymity of participants. The consultant must comply with Plan’s child protection policy. A copy of Child protection policy will be sent to the consultant(s) for reading and acknowledgement of compliance to the policy.

Plans Research Policy and Standards specify that all research involving human subjects must receive ethical approval before it starts. Ethical approval can be obtained in three ways:

- 1) If external consultants are being used who work for a University or research institution that has an ethics approval process, then that University or research institution may provide approval.
- 2) Some countries may require ethics approval from governmental or other regulatory bodies. In such cases ethics approval must be obtained through these processes.
- 3) If external ethics approval cannot be obtained, it must be received from the Research and Knowledge Management Team at Plan International Headquarters.

If you are applying for ethics approval from the Research and Knowledge Management Team at Plan IH (option three from the above list), Plan’s Research Ethics Approval Form must be completed.

5. Management

The survey will be carried out by consultants. Plan International Vietnam will be responsible for the overall management of this consultancy. Designated staff from Plan International Vietnam in Hanoi and Quang Binh will be working closely with the consultants in all aspects of this study

6. Requirements

- The team should have strong experience in similar studies of **Climate Resilient Livelihoods/Agriculture, Women Empowerment/Gender Equality, and Market/Value Chain**
- Strong working experience and academic background on Climate Change, Disaster and other Environmental issues
- Proven skills in working with different stakeholders in remote areas, including local authorities and Ethnic minority communities
- Good command of English (especially written)

7. Submission of Proposal

Interested consultant(s) should send proposal with the following information:

- Outline of the study approach, methodology, and work and financial plan to undertake the assignments including detailed quotation
- CVs
- Sample of similar works (highly preferable)

Please send the proposal to the following email addresses: trang.hoangthu@plan-international.org, and hieu.gianghoang@plan-international.org; closing date for this consultancy service: **23:00, 6th April 2016**.

NOTE: ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED.

Attached Annexes:

1. Project communes' demography
2. Suggested report structure

ANNEX 1 – PROJECT COMMUNES' DEMOGRAPHY

Province: Quang Binh
District: Minh Hoa and Le Thuy

TT	Commune	Village	HH	Persons	Male	Female	Children		EM percentage	Remark
							Boy	Girl		
1	Trung Hóa (Minh Hoa)	10	1,386	5,963	2,889	3,074	1,162	951	1.98	EM groups: Mường, Tày, Chứt (Sách and Vân Kiều people are scattered in some villages)
2	Thượng Hóa (Minh Hoa)	10	731	3,343	1,750	1,593	719	584	24.5	EM groups: Chứt (Sách, Rục, Arem) in Phú Minh, Ón, Yên Hợp, Mò o ồ ồ
3	Ngân Thủy (Le Thuy)	7	566	2,304	1,103	1,201	662	600	66	EM group: Vân Kiều in 7 villages
4	Kim Thủy (Le Thuy)	13	1,035	4,029	2,095	1,934	1,050	986	56	Vân Kiều, in 11 villages
	Total	40	3,718	15,639	7,837	7,802	3,593	3,121		

ANNEX 2 - SUGGESTED REPORT STRUCTURE

Title page

Acronyms and Abbreviations

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List of Tables and Charts

Acknowledgement

Executive summary (to gain familiarity prior to reading the report, or as a summary for those who will not read the entire report), no more than 5 pages with an organized structure:

- Rationale
- Objectives
- Key findings, conclusions and recommendations
- Strengths and weakness of the study

I. Introduction

II. Overview

- Background information
- Rationale and objectives of the study

III. Scope of the study

- Study focuses
- Limitations

IV. Methodologies

V. Findings/ results

VI. Conclusions and Recommendations

- Conclusions
- Recommendations

VII. References

VIII. Annexes