

Terms of Reference	
Position Title:	Consultant(s)/firm to conduct Assessment of Climate vulnerability, resilience and mitigation solutions.
Location:	Yen Bai, Vietnam
Period of Assignment:	Jan - March 2025
Project	SMEs Promote Resilience, Inclusion, and Innovative Transformation (SPRINT)
Activity code	1121
Reporting To:	The consultants will work closely under the technical coordination of the Climate and Environment (C&E) specialist and will report to the Deputy Team Leader (DTL) of the SPRINT project.
Background:	<p>SMEs Promote Resilience, Inclusion, and Innovative Transformation (SPRINT) is funded by Global Affairs Canada (GAC), with an implementation period from 2024-2029. The SPRINT is implemented in Yen Bai province, and managed by Cowater International.</p> <p>Cowater International is a leading global development consulting company founded in 1985. Headquartered in Ottawa, Cowater International has successfully delivered a portfolio of over 2,500 projects and assignments in more than 95 countries. Cowater works with governments, private sector actors, and communities to implement projects that support socio-economic development, institutional strengthening, environmental improvements, and advancing equal opportunities for all. https://www.cowater.com/en/home/</p> <p>Introduction of SPRINT Project:</p> <p>The goal of the SPRINT: Enhanced socio-economic well-being of Ethnic Minority Women (EMW) through clean growth in the agriculture sector in Yen Bai province of Vietnam.</p> <p>SPRINT’s two main outcomes aim to: (i) Improved performance of EMW-focused MSMEs, cooperatives, and producers in gender-responsive and climate-resilient value chains in the agriculture sector; (ii) Increased influence of EMW in clean economic growth in the agriculture sector.</p> <p>With the overarching objective of enhanced socio-economic wellbeing of EMW through clean growth in the agriculture sector in Yen Bai, SPRINT targets the following two main outcomes of working with 20,000 women, especially EMW working in Micro, Small, and Medium Enterprises (MSMEs), cooperatives, and producer groups within agri-food values chains; through awareness raising and application of low carbon and resilience agriculture production, renewal and efficient energy; raising awareness around gender-specific barriers; and innovation for clean, adaptive and inclusive growth (e-commerce platforms; Clean Growth Challenge Grant; learning events and knowledge dissemination).</p> <p>The SPRINT project targets five districts (Mu Cang Chai, Tram Tau, Luc Yen, Van Yen, Van Chan) and Yen Bai City in Yen Bai Province. The main project stakeholders are Yen Bai Provincial People Committee (PPC), the Provincial Cooperative Alliance (PCA), the Women</p>

	<p>Union (WU), the Department of Agriculture and Rural Development (DARD), the Department of Natural Resource and Environment (DONRE), the Department of Industry and Trade (DoIT). Direct beneficiaries are ethnic minority women (EMW)-focused MSMEs, cooperatives, and producer groups working in the agricultural sector.</p>
<p>The objective of the consultancy</p>	<p>To assess climate vulnerability, resilience, and mitigation solutions to provide the project with up-to-date and practical evidence-based information and data, serving the design/implementation of the project's coming intervention and support.</p>
<p>Scope of Work/Tasks</p>	<p>1. <u>Assessment Report on Climate vulnerabilities, Resilience and Mitigation solutions</u> Identify the prominent issues facing the agricultural sector in Yên Bái province in the context of unpredictable natural disasters and extreme weather events influenced by climate change;</p> <p>Identify and assess the impacts (both positive and negative) of these challenges on the identified agricultural value chains (tea, cinnamon, bamboo shoots, sticky rice, vegetables, fruits, and livestock and poultry products) in the project's areas (districts Van Chan, Tram Tau, Mu Cang Chai, Van Yen, Luc Yen, and Yen Bai city);</p> <p>Identify and assess the existing and potential risks that increase vulnerability in the context of climate change for different groups (women, men, ethnic minorities, people with disabilities, business owners/cooperatives/producers/employees, with a particular focus on ethnic minority women).</p> <p>2. <u>GHG emission assessment, and solutions review.</u> Collect evidence-based information and data (disaggregated by gender, ethnicity, disability, sector/field) on the awareness and practices of SMEs/cooperatives/producers (in the project area) regarding climate-resilient and smart agriculture solutions, clean/sustainable growth (focusing on the identified value chains in the project area);</p> <p>Identify the stages or practices in the processes of the identified agricultural value chains (tea, cinnamon, bamboo shoots, sticky rice, vegetables, fruits, and livestock) that contribute the most to greenhouse gas (GHG) emissions (using the updated and suitable tracking tools/software). Develop baseline information/data related to energy use in the production or processing stages of SMEs, cooperatives, and producers (coal, wood burning, gas, electricity, solar energy, etc.) to support the monitoring and evaluation of GHG emission reduction measures to be implemented and supported by the SPRINT project.</p> <p>3. <u>Environmental Action Plan</u> Based on the findings on the GHG emission (as mentioned in point 2 above), develop an Environmental Action Plan (EAP) for the project, structured in a logical framework, closely aligned with the project's objectives and outcomes, with specific recommendations for</p>

	<p>project interventions/solutions, specifically for activities aimed at awareness-raising, detailing potential communication and learning channels, approaches, and topics to promote low-carbon and clean growth knowledge, as well as best practices, throughout the project implementation process.</p>
Deliverables	<ol style="list-style-type: none"> 4. Developed an <u>Assessment Report on Climate vulnerabilities, Resilience and Mitigation solutions</u>: not exceeding 30 pages, excluding appendices) on climate vulnerabilities and resilience in the agricultural sector of Yên Bái province, focusing on the project area and the identified agri-value chains. The report includes baseline information and data related to GHG emission factors from practices at each stage (land preparation; barn construction; selection of plant varieties, animal breeds, fertilizers, animal feed, care, and protection; harvesting; processing, preservation, and consumption) within the identified agricultural value chains (tea, cinnamon, bamboo shoots, sticky rice, vegetables, fruits, and livestock) at the project sites districts Van Chan, Tram Tau, Mu Cang Chai, Van Yen, Luc Yen, and Yen Bai city. It emphasizes the practice of energy use in the production and processing stages of SMEs, cooperatives, and producers (including coal, wood burning, gas, electricity, solar energy, etc.), and incorporates GESI-related factors. This report is structured according to the outline agreed upon by the project. 1. Developed an Environmental Action Plan for the project, structured in a logical framework aligned with the project's objectives and outcomes. This plan includes specific recommendations for interventions, particularly for awareness-raising activities. It details communication and learning channels, approaches, and topics to promote low-carbon and clean growth knowledge, as well as best practices throughout the project implementation. The Action Plan also contains a summary table of ideas and solutions for climate-smart agricultural practices applicable to the identified agri-value chains. These include energy saving, energy efficiency, clean energy, renewable energy, climate-adaptive crop varieties, environmentally friendly and safe agricultural inputs, and advanced technology in agri-production and processing, suitable for the project's context.
How to apply	<p>Interested consultants/firms, send the following documents to the email Recruitment@sprint-vietnam.com</p> <ul style="list-style-type: none"> - Letter of interest - Consultant CVs - Technical proposal and financial proposal <p><i>(Note: The assessment report outline must be included in the technical proposal. For the financial proposal, it needs to provide information related to the deliverables, number of working days, and daily consulting fee (currency in VND, including personal income tax).</i></p>
Deadline for application	Feb 06, 2025

Consultant qualification requirements	<ul style="list-style-type: none"> - University (or higher) degree in environmental management, energy, environmental engineering, or related area. - A minimum of 8 years of directly relevant experience with climate change (mitigation and adaptation), field assessment of climate change impacts, disaster risk reduction, and or GHG emission measurement. Experience conducting environmental impact assessments (EIA) and the ability to utilize EIA findings to identify potential environmental impacts of development activities along with associated Environmental Actions Plan and strategies to mitigate or eliminate potential negative impacts. - Experience working in agribusiness, with a focus on climate resilience, EMW-focused value chain development, and operations. - Experience in designing and promoting knowledge sharing and learning, with a focus on low-carbon practices and clean growth solutions. - Excellent written and verbal communication and reporting skills in English and Vietnamese - Ability to manage multiple demands and prioritize tasks, work effectively and collaboratively with diverse stakeholders. - Ability to engage partners effectively in the assessment process - Strong organizational skills and attention to detail. - An understanding of the Project’s results chains in agriculture sectors, of gender and women’s economic empowerment is an advantage - Excellent use of Excel and use of other software for quantitative and qualitative data analysis will be an advantage.
Recruitment process	Competitive tendering will be applied

Deliverables, Timeline and Languages

No	Deliverables	Timeline	Language
1	Participated in meetings (online/in-person) with project focal staff to discuss and agree on the issues related to assignment	By Feb 10, 2025	Vietnamese/ English
2	Prepared and presented the initial findings of the assessment report to the project team	By Feb 28, 2025	Vietnamese and English
3	Prepared the 1 st draft of the assessment report; Environmental action plan and table of ideas/solutions for climate-smart agricultural practices, to share with the project focal persons for review and comments	By March 10, 2025	Vietnamese
4	Finalized the 2 nd draft of the assessment report; Environmental action plan and table of ideas/solutions for climate-smart agricultural practices, to share with the project focal persons for review and comments	By Mar 15, 2025	English
5	Prepared the presentation (slides) on the findings of the Assessment Report; Environmental Action Plan and Table of ideas/solutions for climate-smart agricultural practices	By Mar 16, 2025	Vietnamese and English

6	Participate and facilitate in a consultation meeting, with project partners/stakeholders on the 2 nd draft of the assessment report; Environmental action plan, and table of ideas/solutions for climate-smart agricultural practices	By Mar 18, 2025	Vietnamese
7	Review collected comments/inputs from the consultation meeting, incorporate, revise, and finalize the 3 rd draft of the assessment report; Environmental action plan, and table of ideas/solutions for climate-smart agricultural practices, to submit the project for final review	By Mar 20, 2025	English
8	Finalized and submitted the assessment report; Environmental action plan, and table of ideas/solutions for climate-smart agricultural practices, following the template regulated by the project.	By 25 th Mar 2025	Vietnamese and English