**Term of Reference (ToR)**

For

Hiring consultant to conduct a study on ‘Climate Change Trends, Situation and Impacts in Chittagong Hill Tracts of Bangladesh’

**BACKGROUND**

Manusher Jonno Foundation (MJF) is a grant making organization designed by DFID in 2002 to support civil society in Rights and Governance work in Bangladesh. In 2006 it was registered with the Registrar of Joint Stock Companies as a Company Limited by Guarantee (CLG) and titled as Manusher Jonno Foundation (MJF).

Manusher Jonno Foundation (MJF) provides funding and capacity building support to the local and national level organizations working on human rights and governance. Through partnership with CSO’s and other stakeholders, MJF assists to ensure entitlements of people by building their capacity to demand for basic services and raise voice against rights violation. MJF also works on the supply side with duty bearers to ensure their responsiveness towards the demands of people specially the poor and marginalized. MJF work includes policy advocacy having been at the forefront of some of the most progressive and pro people laws enacted in the past five to six years.

With the support from Swedish International Cooperation Agency (Sida), MJF is implementing a project titled **“Strengthen civil society and public institutions to address combating gender based violence and build community resilience to adapt climate change impacts”** to achieve the following outcomes :

* Women leaders, men and boys take action to improve GBV situation in targeted locations through promoting gender equality and the protection of women’s human rights
* Communities, especially women are resilient to climate change impacts and natural disaster in three climatic and environmentally vulnerable Coastal, Riverine Charland and Chittagong Hill tracts in Bangladesh
* Public institutions respond effectively on GBV and climate change issues through improved cooperation with civil society organisations.

The adverse effect of climate change has become an unavoidable reality for the people of Bangladesh. It is estimated that climate change could affect more than 70 million people of Bangladesh due to its geographic location, low elevation, high population density, poor infrastructure, high levels of poverty, absence of technological provisions and high dependency on natural resources. Moreover, global warming induced climate change is jeopardizing Bangladesh’s development, threatening past gains and posing risk to future development. In addition to the many challenges that Bangladesh faces, climate change emerges as one of the greatest long term threats that is likely to affect all aspects of economy, livelihood, food security, environment and social planning of Bangladesh. The future of this country mostly depends on how far we make progress in our struggle from vulnerability to climate resilience.

The SIDA supported project is intervening three regions of Bangladesh which are coastal, riverine char and CHT under its’ climate change adaptation. The ecology of Chittagong Hill Tracts (CHT) is different from rest of the country. The usual assumption is that the coastal area and the large river delta will be the most severely affected areas while the elevated parts in the south east (CHT) of Bangladesh are generally considered to be far less affected by climate change. However, in recent years CHT is also observing climatic impacts such as excessive and unusual rain fall, flash flood, unusual heat and drought which resulted in extreme food insecurity and scarcity of drinking water in CHT region. The catastrophic landslides in Chittagong Hill Tracts in June 2017 have also been connected with climatic impacts due to deforestation and unplanned use of natural resources.

The recent studies and other documentary evidences indicate very poor information and data on climate change trends, impacts and associated risk and vulnerability of community peoples due to climate change. Without having clear pictures about climate change situations and its impact to the community it would be difficult to design any intervention to make the CHT population more resilient to climate change impacts. So the project has intended to conduct a study on **‘Climate change trends, situation and impacts in Chittagong Hill Tracts of Bangladesh’**.

**SCOPE OF THE STUDY:**

The scopes of the study are as follows:

* To understand current climatic situation and trends (variables and extremes) in Rangamati, Bandarban, and Khagrachari hill districts;
* To understand climate change impacts on different sectors including biodiversity;
* To understand cliamte change impacts on agricultural practices;
* To assess risk and vulnerability of the communities of Chittagong hill tracts due to climate change impacts according to their social categories and capabilities;
* To identify adaptation mechanism of the community to climate change impacts and further needs;
* Current adaptation and mitigation initiatives by NGOs, CSOs and government institutions;
* To assess institutional arrangement, gaps and capacity building needs(customary and formal) to support community adaptation, DRR and mitigation measures; and
* To review policies related to climate change and DRR in CHT and identify a set of recommendations for policy advocacy.

**METHODOLOGY**

Initially a brief methodological framework will be produced by the consultant on how to conduct the study. The study will be facilitated quantitative, qualitative, and multidisciplinary tools and approach. The consultant will review existing documents and data on weather pattern including rainfall, temperature as well as trends of key hazards including flash flood, cyclone, drought, heat waves and landslides of the said region especially in the project areas. The consultant will interact with relevant stakeholders regarding climatic situation in CHT and adaptation interventions. There will be field visits for site observation and use of participatory tools ideal for climate change risk assessment and adaptation need identification with beneficiaries and the community in general. The study will include in-depth and comprehensive consultations with public, local government and traditional institutions at local, regional and national level. Therefore, a set of tools will be developed to collect data on climate change situation, it impacts and adaptation mechanism in Chittagong Hill Tracts. The consultant will document 6-8 interesting cases on climate change situation.

**OUTPUTS / DELIBERABLES**

* An inception report, no less than 10 pages, including team’s understanding of the task, methodological and analytical framework, work plan, and table of content of study report;
* A set of checklists/guidelines/questionnaires of proposed tools and methods for data/information collection along with a field work plan;
* A 30 to 40 pages draft report shall present the main findings and include recommendations based on information gathered on said issues in the scope of the study;
* Final report: two copies of final report (hard copy) and soft copy of the final report including annexes
* A synthesis report
* Data set and other relevant output of the study.
* A power point presentation on the study in English for study findings sharing workshop. The workshop will be organized by MJF.

All deliverables are required to be agreed with MJF to be considered as final and accepted.

**ROLE of MJF**

* The consultant will conduct the study in consultation and coordination with the program team at MJF;
* MJF will provide necessary project documents and information;
* MJF will provide feedback on submitted documents before finalization.

**SELECTION CRITERIA:**

* Good knowledge on socio cultural characteristics of CHT and communities
* Research experience on natural resources and conservation.
* Experience of conducting research on climate change and impacts, climate change trend analysis and future modeling
* Cultural sensitivity
* Ability to write high quality, clear, concise report in English

**TIME FRAME :**

* The study is expected to start in 8 July 2018for an estimated duration of 60 calendar days. This will include desk reviews, field work - interviews, data collection, and analysis and draft report sharing.
* The consultant will submit a proposed work plan with key milestones within a week of signing the contract; this work plan will be reviewed and approved by MJF. It is anticipated that the final report will be produced within 60 calendar days of signing of the contract. While the draft report is produced, it should be shared with MJF and MJF will provide feedback on draft report by one week after receiving the draft report. During the whole period of the assignment, follow up meetings will be held between the contracted consultant/consulting firm and Manusher Jonno Foundation as possible.

**CRITERION OF PROPOSAL SUBMISSION**

* Responding consultants should prepare and submit by 14 June 2018, a financial and technical proposal including budget, and expression of interest. All Proposals must contain a copy of the proposer’s Business Registration Certificate. All proposals must provide references including contact information, work plan including proposed timeline, detailed budget of costs, CV of lead or team of consultants and Evidence of similar previous works done for national and international organization. VAT & Tax will be deducted at source as per govt. rules. 15% VAT can be shown in the proposal but Tax will be included in Fees.

**MODE OF PAYMENT:**

* Payment will be made in a/c payee cheque or through bank transfer on submission of invoice. 30% payment on submission of inception report and work plan, 30% on submission of draft report and rest 40% on submission of final report.

**Note:** Failure to comply with any of the above requirement will cause the proposal to be rejected.

Hard copy of proposal should be sent to the Coordinator – Admin & HR, Manusher Jonno Foundation, House #22, Road #4, Block-F, Banani, Dhaka 1213 by 14 June 2018 and soft copy to email : [*nikhil@manusher.org*](mailto:nikhil@manusher.org). For any query, please contact with Nikhil Chakma, Deputy Programme Manager (Cell # 01928581531).