**Terms of Reference for the review of the CIDRR approach**

**1. Background and Context:**

Bangladesh is one of the most at-risk countries to climate change and frequent natural disaster phenomena with flood, cyclones, and river erosion expected to increase in frequency and severity over the coming decades. People living in the north-west flood plains and southern coastal belt of Bangladesh are particularly vulnerable. These deltaic areas have suffered extensively during floods and river erosion every year. The floods of 2016 caused damage and created long-term vulnerability due to breached embankments and loss of household assets. One of these vulnerable areas is Rowmari upazilla in Kurigram district. The Rowmari upazilla is geographically located in the eastern side of Chilmari and south-eastern part of Kurigram Sadar and on the bank of local Jinjiram river. The population is mostly landless and occupied with fishing and agriculture practiced in a very traditional way with low productivity. In addition, people are not well acquainted with other options of livelihoods and ways to reduce risk.

The local actors are the first and main responders for the preparedness and after a disaster strikes: they know the context and speak the language; they are there, and will stay there long after external actors have left. A growing body of evidence demonstrates that engagement of the local stakeholders/actors enhance the relevance, appropriateness, accountability and connectedness of risk reduction and humanitarian responses, and ensure better linking up of preparedness, relief, rehabilitation and development.

****Friendship with the support from ERIKS/SMC/SIDA implemented a project following an approach called ‘Community Initiated Disaster Risk Reduction-CIDRR”, in Bandaber union of Rowmari district in 2015-2017 and followed by in 04 coastal locations (sub-districts) and one more locations in Rowmari. The CIDRR approach is creating a balanced humanitarian system supporting local actors towards a more effective and accountable delivery of disaster risk reduction and humanitarian assistance to disaster affected communities. In May 2017 40 more communities were included to apply the CIDRR approach in both north and south of Bangladesh; projects funded by Friendship Luxembourg.

The CIDRR approach has been developed by Friendship based on previous experiences and in consultation with community people, stakeholders, field staff, and some academics and with the support from SIDA/ERIKS and Friendship-Luxembourg (with support from the Luxembourg Ministry of Development Cooperation). The CIDRR approach is presently implemented in the following locations:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Project Locations | Sub-districts  | Number of communities  | Current stats | Remarks |
| North: 2 districts | Gaibandha SadarPhulchariSundargonjKurigram SadarChilmariRowmari | 62 (including proposed Resilience project) | Project implementing :32Project ended in April 2017: 10Proposed: 20  | Sample communities will be selected from these 62 communities.  |
| South: 06 districts | SymnagarAssasuniKalaparaTaltoliMonglaHatiyaKutubdia | 38 Communities | All communities are in function | These areas not in proposed review |
|  |  |  |  |  |

The evolution of CIDRR is based on Friendship´s experiences in working with hundreds of communities for DRR, emergency response with rehabilitation and building 13 plinths/safe grounds during last ten years. The four local government authorities that have been targeted recognize it as a best way to reduce risk and raise resilience. Recently, ADRA Bangladesh visited sites and attended a brief training and commented the approach as realistic and replicable.

The Government’s proposal to the UN on Post-2015 Development Agenda calls three goals related to Sustainable Development which includes '*Ensure environmental sustainability and disaster management'.* Suggestion has been made to integrate DRR and climate change adaptation into the core component of sustainable development, and increase the resilience of communities, and encouraging regional and global cooperation for disaster forecasting and managing post disaster situation (7th five year plan of Bangladesh 2016-2020, attached).

The Goal of the Sendai Framework noted ‘To attain the expected outcome, the following goal must be pursued: Prevent new and reduce existing disaster risk through the implementation of integrated and inclusive economic, structural, legal, social, health, cultural, educational, environmental, technological, political and institutional measures that prevent and reduce hazard exposure and vulnerability to disaster, increase preparedness for response and recovery, and thus strengthen resilience (Expected outcomes and goals #17) which is very much aligned with the CIDRR approach.

**2. Review Purpose**

The main purpose of this review is to assess the sustainability of the CIDRR approach from a resilience perspective.

The review is intended to generate some evidence by the 3rd eye view to find room for improvement and replication. The programme department of Friendship is the primary audience for this evaluation in order to improve the approach. In addition the Government and non-government stakeholders are potential audiences of this review to take the approach forward towards building resilient communities.

The review will assess the following:

* 1. **Strategy** – Has the CIDRR approach been relevant and shown sustainable results? Has the resilience of the communities been strengthened?
	+ Was there a wide problem analysis so that the main issues were dealt with? Were there other issues that could have been better addressed in order to have a resilient approach – especially from a Child rights and protection perspective? Sexual and gender based violence, family separation, trafficking, and/or psychosocial distress, women and girls’ involvement in emergency preparedness and response?
	+ The benefits of linkages of three actors (community (including girls, boys, men, women and differently abled), LG and Friendship) in working towards a resilient society
	+ The effectiveness and sustainability of safety measures (like plinth raising, training for drowning prevention, cattle vaccination) from disaster risk to protect flood victims including children, women, cattle etc.
	1. **Participation**
* Does the community understand the Dos and Don’ts towards resilience through DRR? What worked well and what not?
* Stakeholder analysis – have the key actors been identified and involved? Have children, differently abled people and other vulnerable groups got the opportunity to participate according to their potential? Has there been a disaggregation of views of women and men both in consultation and in data analysis; the use of female review team members to speak with female community members; and dedicated workshops and data collection approaches for boys and girls, and other vulnerable groups?
* How does building relationships support the strengthening of resilience? The impact of engagement of local volunteers, trained people and other stakeholders. The stakeholders include community, local government and other associates.
* Is the participation/involvement of LG effective and does it positively impact the outcome of the program
	1. **Cost efficiency** - a general subjective comment by the evaluator about how this project roughly compares to similar projects
* Is the project cost efficient in relation to nr. of beneficiaries and outcome – compare with other projects conducted in comparable areas and or considering of safety, protection of assets and any contribution to life /livelihood acquired by the project’s initiative
* The target group was quite limited in the Bandaber project (300 persons) putting cost efficiency in question. How can the target group be expanded to the whole community and thereby be more cost efficient? Is participation of all groups in society assured so that the specific problems of different groups are responded to?
* Is the cost of building a flood shelter a cost efficient way to build resilience of the community?
1. **Review Consultant/team**
* Experience in leading similar review of rural projects/ program with demonstrated skills in Bangladesh.
* High level of integrity and absence if (direct/indirect) conflict of interest
* Strong skills and expertise on participatory approach, DRR, gender, WASH and Social development in rural context
* Strong analytical skills
* Excellent interpersonal communication skills
* Excellent English drafting and communication skills
1. **Schedule, logistics and deliverables**
* An inception report including methodology, information collection plan, reporting outline and time table within five (05) days of commencing review work.
* A draft review report including key findings and recommendations for comments.
* The report must include an executive summary (covering the key issues and findings maximum 3 pages excluding annexes), main body with recommendations and progress against log-frame
* Friendship/ERIKS will provide written comments and feedback on the draft report within 10 working days after submission of draft report;
* Final report should be submitted within 5 days after receiving comments from Friendship/ERIKS
* Additionally, the consultant will submit Bangla script of executive summary of the report (max. 3 pages) and deck of max. 15-20 slides in power point along with final report. Indicative time frame Activity Time frame Initial meeting, document review and inception report 5 days Field visit to project locations 10 days Drafting reports 10 day Feedback incorporation and Reports finalization 5 days. Total 30 days
* A post review de-briefing giving opportunity for the evaluator/reviewer to explain further if needed and to learn other’s view on the same findings if any.

**Review responsibilities and management arrangements**

* The review will take place in November-December 2019 (30 days). The maximum number of working days is 30 days including preparation, local travel, meetings, field visits, interviews, workshop and final report writing.
* Review team/consultant will have full access to relevant project reports and other documentation among which Project Proposal and log frame, different Reports, photos, case story and research documents.
* The Consultant is expected to submit a technical and financial proposal for the work. Applications will be considered those are most relevant and apply within the mentioned time.
* The assignment location will be selective 20 communities of in Kurigram district.

The review team will fully reportable to Friendship and will also work closely with relevant staff of Friendship.

1. **Process of the selection of the reviewer or review team and expectations for review proposal**

**Guideline of proposal submission**

The proposal/expression of interest (duly signed) should comprise with the following sections and given page limit along with sample write up of maximum 2 pages and copy of any similar work. Proposal will be accepted preferably in soft copy form (signed scanned copy) by mentioning subject line “Review the CIDRR approach in Bangladesh”.

Topic Maximum Page Limit Technical Proposal

* Cover Page 1 Page,
* Table of Content 1 Page,
* Understanding of the Assignment 2 Page; explain the assignment in detail. A detailed note about the beginning of CIDRR, its description, implementation and success and challenges. This part will also clarify why this ‘review’ initiative is taken and how the reviewer draws the scope to find room for improvement.
* Experience in leading similar review/review of DRR projects/ program with demonstrated skills on participatory approaches (including child participation), DRR, gender, WASH and Social development in rural context 1 page,
* Proposed Approach 2 Pages,
* Work Schedule 1 page,
* Team composition along with its rationale/role and CVs 2 pages,
* Declaration on absence of conflict of interest of the evaluator and all team members
* any other relevant information (if required only) 1 pages,

Financial Proposal Budget detailing out:

Consultancy days and fees (days should be mentioned for key member of the team) including travel and accommodation, any other expenditure (please mention nature of expenditure), 15% VAT and 10% Tax (please calculate the total budget with VAT and Tax (subject to existing government procedure).

Total amount Review process: In response to the invitation, the consultant/consulting firm will have to submit a technical proposal as per the ‘Terms of Reference’ and a financial proposal separately. The selection committee will evaluate both the technical and financial proposal of the consultants/firms based on set out review criteria.

How to Apply: Interested candidates having above qualifications are requested to send their application according to the TOR to hr@friendship.ngo , with cc kaziamdadul@friendship.ngo and ujjal@friendship.ngo with the subject line “Application for Consultant” within 15.11.2019.