

JAGO NARI

Cyclone Anticipatory Action planning and response trial in Barguna, Bangladesh Project Ashahi Mansion, College Road, Barguna.

TERMS OF REFERENCE (TOR) FOR LEARNING REVIEW

01. Background:

Barguna district is most vulnerable due to different types of natural hazards, especially cyclones, storm surges, tidal surges & riverbank erosion. That is built on the lap of the Bay of Bengal. Two rivers, Payra in the east and Bishkhali in the west of the district, directly merge with the Bay of Bengal. As a result, crops are damaged by tidal water every year in addition to inundation with cyclones. Also, the houses located outside the embankment along the river are flooded by tidal water every year. Barguna district is identified as a highly disaster-prone area due to its geographical location. Moreover, Barguna Sadar Upazila is identified as one of the most endangered.

The effect of climate change forced the local communities of this district to accept the hostile behavior of nature. Therefore, it has become essential to strengthen the local communities with the knowledge and skills of disaster risk management and early preparedness to sustain themselves from any disasters. Natural disasters, especially cyclones, and floods tend to destroy thousands of hectares of crops, aquatic resources, HH's assets, livestock, roads, houses, schools, colleges, madrasas, and other physical infrastructures of vulnerable communities. To address these different disaster risks, capacitate different local disaster management committees, local community people and relevant stakeholders an initiative taken as "Cyclone Anticipatory Action Planning and response trial in Barguna, Bangladesh. The project is fully aligned with the National Plan of the Government of the People's Republic of Bangladesh (ie: NSAPR-2, Vision-2021).

JAGO NARI, with the support of Oxfam in Bangladesh has been implementing the project, aiming to increase disaster coping capacity as well as the pre-disaster capacity of various vulnerable groups under the target communities through cash for work (CFW) and direct grants in coordination with the disaster management committees formed according to the Government Standing Orders (SOD). Vulnerable groups including person with disabilities, landless, widowed, and abandoned women, fishermen, agricultural laborers, medium farmers, men and women, and teenagers. Learnings and resources will be shared with local govt. local NGO's, CSO's, community and other relevant stakeholders of the district.

The project will demonstrate the importance of complementing established disaster preparedness approaches to ensure communities are able to reduce their vulnerability and loss of life and assets to an imminent disaster reducing their need for and reliance on post disaster support.

02. Key information of the Project:

Funded by	Australian AID
Supported by	Oxfam In Bangladesh
Implemented by	JAGO NARI
Project duration	1st August 2023-30th June 2024
Location	Badarkhali, Fuljuri, Gowrichanna, Dohlua Union under Barguna Sadar Upazila in Barguna district.
Targeted Population	606 HH's
Tentative date of review	20 June, 2024

03. Project overview:

In Barguna Sadar, 606 families from Badarkhali, Gourichonna, Fuljhuri, and Dhalua Unions received cash-for-work (CFW) and anticipatory cash grants (ACG) as part of the Cyclone Anticipatory Action Planning and Response Trial in the Barguna Bangladesh Project. Each participant received 2,000 BDT through CFW and 5,000 BDT through ACG. A total of eight schemes were implemented across these unions, with all funds being transferred via mobile money transfer (MMT).

04. The objective of the Learning Review:

- Identify the pre-project circumstances and situation.
- Assessing the effectiveness and efficiency of the project's implementation strategies.
- Evaluating the outcomes and impacts of the project on the targeted participants and other community people.
- Identifying best practices, challenges, and lessons learned during the project.
- Providing actionable recommendations for future projects based on the findings.

05. Project Participants and Relevant Stakeholders:

Targeted 606 HH's as Project participants, other community people, representatives of local government, district, upazila, union disaster management committee, and district Upazila CPP team leader will mainly participate in the learning review. Besides GO, NGOs, officials, representatives of social organizations, and print and multimedia journalists.

06. Scope of Work:

Desk Review: Review relevant project documents, reports, and other materials from JAGO NARI & OXFAM.

Stakeholder Consultations: Conduct interviews and focus group discussions with key stakeholders including project staff, beneficiaries, partners, and other relevant parties.

Field Visits: Visit project sites to gather firsthand information and insights.

Data Analysis: Analyze quantitative and qualitative data to evaluate project performance.

Report Preparation: Prepare a comprehensive learning review report including findings, best practices, lessons learned, and recommendations.

Methodology: The methodology of the 'Learning Review' should be described in the inception report by the consultant. It should be consistent with the eligibility for study and time constraints. Proposal should include the key study questions, data collection tool for the desk review and field work. The methodology should be blended with a variety of techniques of qualitative and quantitative research and tools for triangulation.

07. Deliverables:

The consultant is expected to deliver the following:

- Inception Report: Outlining the methodology, work plan, and timeline for the review.
- Draft Learning Review Report: A draft report for review and feedback.
- Final Learning Review Report: Incorporating feedback, the final report including recommendations.
- Share the data set collected and used in this study.

Proposed content might be:

Title page
Acknowledgment
Table of content
Acronyms/Glossary

Executive summary
Introduction
Purpose
Objective
Scope
Methodology
Findings
Regional Hazards-Cyclone, Tidal surges
Anticipatory Action of Disaster Management in Bangladesh
Framework & governance
Relevant actors & coordination
Learning/Best practice
Challenges
Actionable Recommendation
Annexure
Annexure -1: Terms of reference
Annexure -2: Questionnaire & Guide
Annexure -3: List of respondents

- Presentation of Findings: A presentation summarizing key findings and recommendations to the JAGO NARI & OXFAM and other stakeholders.
- Specific Deliverables:

Deliverable	Format	Length	Detail
The final draft copy of the Learning Review report	Soft Copy	As per need	It should be ensured OXFAM standard design. It will be in both English and Bangla versions. A soft copy will be shared.
Printed Learning Review report	Hard Copy	As per need	A total of hundred (100) reports should be provided.
Digital Learning Review book	Soft Copy	As per need	The book will contain the Anticipatory Actions learnings, impact, results, meand thod of implementation with relevant evidence and story. A soft copy will be shared.

08. Tentative Schedule for Learning Review:

Date	Task
02.06.2024	RFQ circulation
12.06.2024	Vendor selection
13.06.2024	Primary discussion & Content selection
13.06.2024	Getting the final Idea from the consultant
14.06.2024	Desk Review
15.06.24 to 20.06.2024	Field Visit for necessary data collection.
23.06.2024	Daft Report sharing
25.06.2024	Feedback from JAGO NARI & OXFAM
26.06.2024	Final report sharing
30.06.2024	Hard copy & Digital report book sharing.

09. Qualification of consultant:

The ideal consultant will possess the following qualifications:

- ✓ Advanced degree in disaster management, development studies, social sciences, anthropology, project management, or a related field.
- ✓ At least five years of experience in conducting project evaluations and learning reviews, particularly in the development sector of disaster management.
- ✓ Demonstrated expertise in qualitative and quantitative research methods and scientific report writing.
- ✓ Strong analytical and report-writing skills.
- ✓ Excellent communication and interpersonal skills including safeguarding behavioral protocol.
- ✓ Familiarity with the coastal region and context of the Anticipatory Action project is an advantage.
- ✓ If the consultant has a publication on DRR & CCA in an international peer review journal it would be an asset.

10. Application Process:

Interested candidates should submit the following documents:

- Technical Proposal: Outline the approach, methodology, previous assignment documents or link, and work plan for the assignment.
- Financial Proposal: Detailing the costs associated with the assignment including VAT & TAX.
- CV: Detailing relevant experience and qualifications. Maximum 2-page profile highlighting related assignments completed with client name, contact person, and contact number.
- Team members (who will be involved in the assignment) must provide a paragraph short CV highlighting related assignments completed and role
- References: Contact information for at least two references who can attest to the consultant's expertise and experience.
- TIN certificate and any other relevant document (if necessary)

Interested parties (consultant/firm) are requested to submit their technical and financial proposals separately with the details of organizational profiles including reference of relevant work experience (applicable for a consulting firm), relevant experience especially methodology including activities and milestones, budget details, time frame and CVs of experts and contact details.

Please submit your all documents to e-mail: jnhr.recruitment@gmail.com with mentioning the subject line as End line study on "Strengthening Community Preparedness, Rapid Response and Recovery in Bangladesh" on or before 11th June 2024 by 05:00 PM (BD Time).

11. Evaluation process:

Proposals will be evaluated based on the following criteria:

- ✓ Relevance and quality of the technical proposal.
- ✓ Consultant's qualifications and experience.
- ✓ Cost-effectiveness of the financial proposal.
- ✓ References and past performance.

Having received the highest score out of a predetermined set of weighted technical and financial criteria specific to the solicitation.

* Technical Criteria weight; [80%]

* Financial Criteria weight; [20%]

12. Confidentiality declaration: All information provided by JAGO NARI and gathered during the assignment shall remain confidential and shall not be disclosed to any third party without prior written consent.