



**Terms of Reference**  
**for the End line Study of the project**  
**“Strengthening of Resilience and Adaptability to Climate Change in North Bangladesh” (REAP)**

## **1. Background**

NETZ Partnership for Development and Justice (NETZ), a non-profit organization registered in Germany and Bangladesh, has been working in Bangladesh since 1989 and in India Since 2011 to establish human dignity and to fight against poverty with a bottom-up, self-help approach. Across its programmes, NETZ works together with local partner NGOs and focuses its support on income and food security for extremely poor people, primary education for children of extremely poor families and the promotion of human rights in Bangladesh and India.

Under its Livelihood programme, NETZ currently continues its efforts to fight extreme poverty and hunger through several projects. With these efforts in January 2019, NETZ took up a project titled “Strengthening of Resilience and Adaptability to Climate Change in North Bangladesh”. The project aims at contributing to overcome extreme poverty (SDG 1), promote Zero Hunger (SDG 2) and reduce the vulnerability to the adverse consequence of climate change (SDG 13) in the poverty-stricken and climate risk areas in the region. The specific objective (Outcome) of the project is that over 12,000 people (3,200 households) in the districts of Nilphamari and Naogaon will strengthen their economic and social resilience and their adaptability to climate-related risks and natural disasters. They generate climate-resilient and disaster-proof income, use government services and their solidarity structures. The expected results of the project are 1) The direct target group creates diversified, climate-resilient and disaster-proof income opportunities, 2) The direct target group develops and implements strategies to gain access to social and economic safety nets as well as to relevant government services and protective social networks, 3) The self-help organisations of the target group and local institutions improve their knowledge and strategies with regard to climate risk preparedness and disaster prevention, 4) Particularly vulnerable communities and responsible policy-makers are better informed about the causes of vulnerability to climate change.

NETZ is implementing this project in cooperation with the PNGOs Pollisree in Nilphamari and DASCOH in the Naogaon district. The target group includes 3,200 marginalized households (HHs) under two upazilas of each of the above districts in Bangladesh. The selected geographic areas are largely affected by extreme poverty, malnutrition and climate shocks. During the course of the project, the participants received productive assets with required trainings to enable them to start income generating activities (IGAs). Other project activities included awareness building measures on health- and hygiene-related issues including the creation of nutrition gardens at the domestic spheres.

## **2. Objectives**

In the beginning of the project, NETZ Bangladesh conducted a baseline study to capture the socio-economic conditions of the selected participants and set benchmarks for the indicators of the project. The sample size of the baseline survey was 400 households. The end-line survey should capture the end-line values of the project’s key indicators, capture additional agreed-upon data points (e.g. participation of project participants in local decision making, policy influencing/making and policy application processes), and assess project effects. The End-line findings shall help to establish the achievement level against the set indicators. Thus, the findings of the end line study should be compared with those of the base line survey.

### **3. Scope of work**

The expected consultant will lead the end-line study. She/he will propose the issues of inquiry to formulate a questionnaire and finalize them in consultation with NETZ and its Partner NGOs working in the project locations. The consultant will train the enumerators/data collectors on the questionnaire with necessary techniques and provide oversight during the survey's implementation. By doing so, the consultant will have to incorporate the findings of an earlier conducted Climate Vulnerability and Capacity Analysis (CVCA). A detailed activity plan shall be developed after the signing of the ToR. Among others, tasks will include:

1. Document Review
2. Development of data collection tools (Questionnaire and Checklists both in English and Bangla)
3. Training of the enumerators/data collectors
4. Analysis of data using widely recognised statistical software
5. Preparation of a first draft of the report and presentation of the draft for feedback from NETZ
6. Finalisation of the report

### **4. Methodology**

The methodological approach of the survey will be developed by the selected consultant and be finalised in consultation with NETZ. The survey will use a stratified sample of project participants. The sample size for the end-line should be the same as for the baseline survey. A structured questionnaire will be developed based on the baseline questionnaire, project's logical framework and other data points considered to be relevant in analysing the target group's socio-economic conditions, climate change vulnerabilities, adaptation capacities and ability to participate in decision-making processes. The analysis of data is conducted with widely recognised software, such as SPSS or STATA.

### **5. Study locations**

The study shall be conducted in 16 unions in total from four upazilas in Nilphamari and Naogaon of Bangladesh. However, the study areas will be determined considering the COVID 19 situation and scope of travelling.

### **6. Outputs and deliverables**

The consultant will be responsible to compile a report based on the findings of the survey. S/he will compile a structured questionnaire for the end-line study. The draft and final report shall be written in English and should ideally consist of no more than 30 pages (excluding annexes). The report should, at a minimum, include the following contents:

- a) Executive Summary: a tightly drafted, to-the-point document including the key issues of investigation, major findings.
- b) Introduction: Background and purpose of the study, scope, key questions and short description of the context
- c) Methodology
- d) Key findings including progress toward targets and comparison of end line measures to baseline data structured along the objectives and results (and associated indicators) of the logical framework of the project and the additional data points considered to be relevant in analysing the target group's socio-economic conditions, vulnerabilities and ability to participate in decision-making processes.
- e) Conclusions based on evidence and analysis highlighting issues from the data that may be of importance, interest or significance.
- f) Annexes (ToRs, timetable of the study, references, data collection instruments)

- g) The entire survey data set shall be submitted to NETZ in electronic form (as MS Excel-file, SPSS-file or other common file type) together with the draft report.

## 7. Reporting

The consultant shall:

- Present a detailed study plan to NETZ and the Partners within three days after signing of the ToR
- Finalise the questionnaire and other tools based on field tests and the feedback of NETZ and its partner NGOs
- Present the draft end-line report in a debriefing session with NETZ
- Submit the final report within 7 days after getting feedback from NETZ on the first draft

## 8. General terms:

- 1) The Consultant will provide financial proposal along with the technical proposal for this study and will receive the amount as consolidated remuneration.
- 2) After signing contract with NETZ, the consultant will receive 40% of the amount according the financial agreement for this assignment. The remaining 60% will be paid after acceptance of the final report by NETZ
- 3) VAT and Taxes will be deducted at source upon government rules. NETZ will bear the food, accommodation and travel costs to be incurred in an economical manner during field visits and meetings under the proposal
- 4) The NETZ management reserves the right to amend the terms of reference at any time as required upon mutual discussion with the consultant
- 5) NETZ reserves the right to terminate the contract at its sole discretion in case of non-compliance of the terms and conditions that will be finally agreed
- 6) NETZ and the project participants deserve the sheer rights over all the produced documents, data and tools of data collection including the questionnaire, survey outcome and results of the survey. The consultant must obtain the prior permission of NETZ for the use of data and documents generated under the assignment.
- 7) The consultant will keep the COVID situation in consideration and strictly follow the agreed health and hygiene protocols

## 9. Timeframe

The study shall be conducted expectedly in one and a half months from start of the study, and is scheduled to preferably start in the 3<sup>rd</sup> week of October 2021. The consultant will have to submit the final report latest by 4<sup>th</sup> week of November 2021. The timeframe will be finalised as agreed by the consultant and NETZ. A time plan following the below-given format for the assignment has to be submitted by the consultant and to be agreed by NETZ. (as Annex)

Tasks	No. of days/ consultant	Date	Responsible
<b>Total</b>			

## 10. Composition of the Research team:

The study team will consist of one lead consultant who will team up with enumerators/data collectors hired by NETZ. The lead consultant should have profound knowledge on climate change

and disaster management, particularly also on the gender dimension of climate change and knowledge on structural causes of poverty. The consultant should also have profound knowledge of the use of quantitative and qualitative methods in development research. She/he should have required knowledge and skills to use widely recognized statistical software, such as SPSS or STATA.

### **11. Management of the Survey**

The NETZ Bangladesh Office and PNGOs will be responsible for the management of the entire logistics for the study. The NETZ Partner-NGOs will ensure that all necessary arrangements are in place to provide the consultant with support needed to conduct the fieldwork.