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Terms of Reference

Consultancy to conduct local climate adaptation and mitigation practices study

1. Introduction

The Agency For Accelerated Regional Development (AFARD) is a local non-denominational NGO operating in West Nile regions, Uganda. Our vision is a prosperous, healthy and informed people of West Nile. AFARD in partnership with AWO International secured funds from the German Federal Ministry for Economic Cooperation and Development (BMZ) to implement a 3.5-year (Oct. 2022 – March 2026) **Climate Action Model Village (CAM) Project**. The overall project goal is, “Communities in Nebbi and Pakwach Districts are resilient to climate change, health and economic shocks” and its specific objective is, “Targeted communities in Nebbi and Pakwach districts have food and income security and serve as replicable examples for Climate Action Model Villages by March 2026.” The key project results and performance measures are detailed in Annex 1.

The **CAM Project**, directly targeting 3,190 people of whom 60% will be female and at least 10% individuals with special needs, about 15% will be younger than 14 and about 80% will be poor or extremely poor, is planned to empower the population of at least ten villages in Nyaravur and Alwi sub-counties to transform their villages into Climate Active Model Villages through: 1) the establishment of 15 Climate Smart Champion Groups (CSCGs) and 05 School Health and Environment Club (SHEC); and 2) capacity development of these civil society structures on sustainable agricultural intensification, income generation and management, gender equality, Sexual and Reproductive Health and Rights (SRHR), preventive public health, environmental conservation, biodiversity and climate change mitigation. A cooperative will be formed with members from at least 06 CSCGs to drive inclusive and sustainable value-added market participation.

2. Objective and use of the study

The living situation of people in Nebbi and Pakwach districts is characterized by extreme poverty and a high dependence on traditional subsistence agriculture that is highly susceptible to climate change. The high pressure on natural resources has resulted in enormous environmental degradation (only 3.3% of the land is still forested). The CAM project therefore seeks to strengthen the resilience of communities in Nebbi and Pakwach in regards to climate change, health and livelihoods. To do so in a locally-sensitive manner, the project seeks to conduct a microlevel study to assess the traditional climate change mitigation and adaptation practices in the project area. The findings of the study will provide AFARD and AWO International with relevant information on the relevant local mitigation and adaptation practices that should be integrated in capacity building of the civil society structures (CSCGs, SHECs, cooperative).

3. Methodology

The study, adhering to high research ethics and data privacy law of Uganda, will use a mixed method design approach that draws on quantitative, qualitative, participatory, photographic and historical narrative and life story methods as is indicated, but not limited to, below:

- Desk review and trend analysis of relevant information on climate change trends in the project areas (including approved proposal, log frame, and other project documents)
- Field mission for data collection using tools agreed upon with AFARD and AWO International.
- Data triangulation and analysis for report elaboration.

During the inception phase, the final methodology will be defined jointly by the Consultants and the team of AFARD and AWO International. Dialogue and Transparency is considered important throughout the process to create ownership and stimulate acceptance and application of the study results.

4. Scope of Work

4.1.1. Focus of the study

The study will be conducted in Pakwach and Nebbi districts, West Nile, Uganda especially in the project sub counties of Alwi and Nyaravur. It will run from November 5th – December 12, 2022 and will cover all the project stakeholders (smallholder farmers, local and district government officials, cultural, opinion and religious leaders, school teachers, pupils, parents, and school management committee members, private sector representatives and national actors like Ministries, NGOs, and universities).

4.1.2. Guiding questions

The study shall be guided by the questions below that must all be answered:

- When (timelines) did the project target groups experience climate change in their communities? In what form and intensity did such adverse events occur?
- What local knowledge and practices did they effectively use during these periods to mitigate and adapt to climate change while ensuring food security, income security, community health, and environment conservation and biodiversity conservation?
- Which approaches failed or caused damage?
- How can the CAM project replicate such proven climate adaptation and mitigation knowledge and practices to ensure locally-owned climate resilient actions in direct implementation of its Climate Action Model Village Approach and which stakeholders need to be involved?
- How can the study findings enable the CAM approach to be adapted to fully integrate the cross-cutting issues: a) gender equality, b) sexual and reproductive health and rights (SRHR), c) inclusion (including but not limited to persons with disabilities), d) COVID-19, e) Knowledge Management and Advocacy, and f) Disaster Risk Reduction?

5. Schedule

Indicative activities	Deliverable	Responsible	Target Date
a) Issuance of Call for proposal	Publishing of TOR	AFARD	November 5, 2022
b) Deadline for submission of proposal	Proposal	Consultant	November 14, 2022
c) Assessment of proposal and online interviews	Review and discussion	AFARD	November 15, 2022
d) Notification of award with selected applicant	Via email	AFARD	November 15, 2022
e) Signing of Contract	Contract	AFARD	November 16, 2022
f) Submission of Inception Report	Inception report	Consultant	November 21, 2022
g) Discussion of Inception report and agreement in tools, timelines, etc	Online meeting	AFARD/ Consultant	November 22, 2022
h) Field mission for data collection	Travel to Pakwach and Nebbi	Consultant	Nov 23 – Dec 3, 2022
i) Submission of draft report and presentation of findings online	Draft report to be presented to AFARD	Consultant	December 9, 2022
j) Submission of final report	Final report	Consultant	December 12, 2022
k) Internal presentation	PowerPoint	Consultant	December 12, 2022

6. Assignment days

The assignment will cover a total of 20 days as below:

- 2 days for preparation incl. inception report, and a Kick-Off / Q&A session
- 10 days for implementation at field level including travels and briefing/debriefing
- 6 days for draft report writing
- 1.5 days for final report writing and submission
- 0.5 day for internal presentation to AFARD staff

The final report should be complete and submitted by December 12th.

7. Deliverables to be elaborated

- Inception Report with the study design and methodology, analysis methods, data collection instruments and table of content for the draft report (incl. checklists and questionnaires)
- Kick-Off Meeting with Power Point Presentations to discuss/review the Inception Report
- Draft study report no more than 25 pages excluding annexes for review and feedback.

- Final study report (short and full version as word and pdf document) in English including annexes, data sheets, photos and relevant documents.
- Internal presentation of findings for learning of all AFARD staff

Requirements:

- The Reports shall be submitted in English language as a word and pdf document.
- The study report must include the following contents:
 - 1) A statement on the independence of the expert who conducted the study (with CV attached as Annex);
 - 2) An executive summary;
 - 3) The objectives and use of the study;
 - 4) The methodology used and the participants;
 - 5) Findings of the study from the analysis of the data collected;
 - 6) Conclusions and specific recommendations – for implementation in the project sites and replication through the Climate Action Model Village approach.

Note: If the study does not comply with the requirements, it will be rejected.

8. Profile of the consultant

- One independent Ugandan consultant with expertise in climate change mitigation and adaptation, livelihoods, disaster risk reduction / preparedness and management, profound knowledge of the Pakwach and Nebbi districts and fluency in Alur/Jonam/Luo local language and English.
- A minimum of Master's degree in a relevant field e.g., Agriculture, Environmental Science, Rural livelihoods, Development Studies, and a minimum of 10 years working experience in applied research as clearly reflected in the CVs.
- Research expertise in the field of climate change adaptation, livelihoods, food security and nutrition, and gender equality is mandatory. The expertise shall be described in the application.
- Strong network with relevant Ugandan stakeholders in the Climate Change sector and familiarity with matter-related national and international laws and regulations, proven and failed approaches and practices and a good understanding of the West Nile climate challenges.

9. Payment modalities

Payments will be made against invoices to a Ugandan bank account with the following modalities:

- 30% upon signing the contract
- 40% upon the submission of draft study report
- 30% upon approval of the final study report and internal presentation to AFARD staff.

10. Application

Interested person/firm should send her/his **technical and financial proposal** (in Ugandan Shillings indicating professional fees, travel costs and per diem (meals and accommodation, if required), **curricula vitae** (in the annex) and a **copy of similar works** to AFARD latest **November 14, 2022** to afard@afard.net

Polite Note.

- Only complete applications shall be accepted and considered for review.
- Only shortlisted candidates will be contacted.
- Proposals will be assessed taking into account the technical expertise, experience and financial offer.
- Women are strongly encouraged to apply.

Disclaimer: AFARD does not ask for fees for job opportunities. Whoever pays any such fees does so at their own risk. AFARD shall not be liable in anyway. The public is encouraged to report any such illicit solicitation to the police and AFARD authorities.

Annex 1: Key Project Results

Results	Performance measures
<p>Outcome: Targeted communities in Nebbi and Pakwach districts have food and income security and serve as replicable examples for Climate Action Model Villages by March 2026.</p>	<p>O-1.1: 75% of target households are food secure by 2025. O-1.2: 65% of target households are income secure to withstand climate, health, and economic shocks by 2025. O-1.3: 45% of households plan their family size by 2025. O-1.4: Disaster preparedness interventions of Climate Smart Champion Groups (CSCGs) and School Health and Environment Clubs (SHECs) have resulted in a 25% decline of infectious and vector-borne diseases (malaria, covid-19, cholera, diarrhoea, and gastrointestinal worms) by 2025 O-1.5: By 2025, residents of the climate action model villages use the forest planted on 15 acres for their own food (e.g., mangoes and oranges), food preparation (firewood), and health (shade, and utilization of the bark, sap, or leaves for medicines). O-1.6: 8 climate action villages serve as models for replication through knowledge sharing with local governments, networks of AFARD, universities & partners of AWO International in Uganda.</p>
<p>Outputs 1 - Climate-smart and sustainable agriculture intensification <i>375 vulnerable smallholder households (60% female headed and 10% with persons with disabilities) adopt climate smart agriculture and produce and consume diversified foods for healthy diets for all household members.</i></p>	<p>OP-1.1.1.: By 2023, 15 CSCGs are established, registered and strengthened, and operate according to their constitution. OP-1.1.2: From 2023 to 2025, 45 agro-ecology champions (i.e. 30 trained and equipped lead farmers (crop) and 15 trained and equipped poultry paravets) support CSCGs to establish and implement their annual production calendars. OP-1.1.3.: 375 households use their start-up agro-inputs (hand hoes, watering cans, spray pumps, rubber boots, tarpaulins, improved seeds and seedlings, and chickens) to sustainably intensify their agricultural activities starting in 2023. OP-1.1.4.: By 2023, 75 oxen handlers trained in Animal Traction Technology use the purchased oxen, ox ploughs, and ox carts to provide services to members of the CSCGs and beyond. OP-1.1.5.: By the end of 2025, the target groups (CSCGs), trained in over 300 sessions on climate-smart agriculture and digital weather forecasting, apply their knowledge in agricultural practice.</p>
<p>Outputs 2 - Livelihood Diversification <i>15 CSCGs and 01 Cooperative actively contribute to economic diversification of livelihoods and to healthy living without (gender-based) violence.</i></p>	<p>OP-2.1.1: 50% of target households save at least 10,000 UGX per week by 2025. OP-2.1.2: 85% of targeted households have increased ownership of income generating activities by 2025. OP-2.1.3.: One functional cooperative society is promoting cassava agribusiness by 2024. OP-2.1.4.: 50% fewer women in target households report gender-based violence by the end of 2025.</p>
<p>Outputs 3 - Strengthening community health and disaster preparedness <i>15 CSCGs and 5 SHECs promote improved community health through disaster preparedness and gender sensitive interventions.</i></p>	<p>OP-3.1.1.: 85% of targeted households adopt safe practices to keep everyone healthy by 2025 (use of sanitation facilities, use of hygiene measures in food preparation and cooking healthy meals, family planning, protective measures against contracting COVID-19). OP-3.1.2.: In 2024, 375 households use health kits (mosquito nets, face masks, solar lamps, gum boots, hand washing devices) for sustainable disaster preparedness at household level. OP-3.1.3.: 80% of targeted school children (11 to 14 years) are aware of relevant health practices by 2025 to better protect themselves, their peers and their families from diseases (sanitation, hygiene measures in terms of nutrition, SRHR, COVID-19).</p>
<p>Outputs 4 - Environmental and Biodiversity Conservation <i>Environment and biodiversity conservation is promoted in 10 villages to improve livelihoods and climate resilience</i></p>	<p>OP-4.1.1: 85% of CSCG members use improved energy saving stoves by 2025. OP-4.1.2: 05 schools have functional SHECs by 2024. OP-4.1.3.: 15 food forests of each 1 acre (comprising of 100,000 fruit, shade and medicinal trees) are reforested by 2025. OP-4.1.4: 12,750 fruit, medicinal, firewood and timber tree seedlings for CSCGs are planted by 2023.</p>

