

## **CONSULTANCY TERMS OF REFERENCE**

### **BASELINE STUDY**

#### **Enhancing Smallholder farmers' Resilience to Climate Change Effects (EFREC)**

November 25, 2024

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## 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 in Uganda. AFARD in partnership with Manos Unidas obtained funding from Diputación Foral de Bizkaia to implement the 2-year “Enhancing Smallholder farmers’ Resilience to Climate Change Effects (EFREC)” Project in Pakwach district, Uganda. The specific objective of the project is to enhance production, equity, and adaptive livelihood capacity in rural communities of Atyak, Pakwach sub county, to cope with climate risks. AFARD would like to use part of the project fund to hire a competent consultant to conduct a baseline study.

### Description of the project

Uganda has in the last two decades experienced an alarming trend of climate change. The average temperatures have risen by about 1.3°C and annual rainfall decreased at a rate of about 3.5%. The hitherto two rainy seasons is no more as in the September 2022 Afro barometer study, 57% national and 62% West Nile respondents reported that drought and floods has become more severe in the last 10 years. This situation is not any different in Pakwach district – the proposed project area - where the primary means of livelihood is rain-fed subsistence crop agriculture. This adverse climate change characterized by prolonged droughts, frequent floods and intermittent strong winds, and hailstorm has made subsistence farming ineffective to provide secure livelihoods for the rural population. Low yields (inadequate food to meet family needs between seasons) ultimately push many families to water catchment degradation and to destroy forests, wetlands, and hilltops for more farmland to be able to grow some crops as well as to cut firewood and produce charcoal as alternative income sources. Failed harvest also means limited or no income to afford other basics of life, and gender-based violence. The EFREC project, targeting 200 households (60%) with 1,400 people, therefore aims to enhance the quality of life and climate resilience for families in Pakwach district, Uganda. Its specific objective is to enhance production, equity, and adaptive livelihood capacity in rural communities of Atyak, Pakwach sub county, to cope with climate risks (for details see annex 1).

## 2. OBJECTIVE AND USE OF THE STUDY

The overall objective of the baseline study is to develop a gender-sensitive evidence-based monitoring and evaluation plan for benchmarking and tracking the project progress. This study will:

- a) establish the baseline status of the project performance measurement indicators by gender;
- b) using the findings, identify critical strategies necessary for improving project performance;
- c) develop a robust M&E plan (filled project logframe).

## 3. METHODOLOGY

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

- Desk review of project documents (approved proposal, indicator table, etc)
- Field mission for data collection using tools agreed upon with AFARD.
- Data triangulation and analysis for report elaboration.

During the inception phase, the final methodology will be defined jointly by the Consultant and the team of AFARD. 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

The baseline study will be conducted in Atyak, Pakwach Sub county, Pakwach district, West Nile, Uganda. It will run from December 2024 to January 15, 2025, and will cover all the project stakeholders (targeted smallholder farmers, local government officials, cultural, opinion and religious leaders).

The Consultant will be required to submit:

- An Inception report with detailed study tools, work plan, budget, and proposed log frame.
- Draft report (containing project filled log frame); and
- A final report (soft copy containing all the photos, transcription, and cleaned data).

The assignment will cover a total of 20 days including preparation, development of the tools, testing and reviewing of the tools, actual field work, data analysis, draft and final report writing and dissemination. The **final report** should be complete and submitted by **January 15, 2025**.

## 5. DELIVERABLES

- Inception Report with the study design, budget, work plan, and data collection and analysis methods, study ethics, and data collection instruments (incl. checklists and questionnaires)
- Kick-Off meeting to discuss/review the Inception Report
- Designing approved tools in a digital KoboCollect software.
- Field mission to train data collectors and collect data through profiling all 200 beneficiary households.
- Draft study report no more than 30 pages excluding annexes for review and feedback.
- Final study report in English including annexes, data sheets in Excel, and relevant documents especially filled log frame.
- Internal presentation of findings for learning of all AFARD staff

### Requirements:

- The Reports shall be submitted in English language in both hard copies (50 copies) and a soft copy in both MS Word/PDF designed.
- If the study does not comply with the requirements, it will be rejected.
- The study report must include the following contents:
  - 1) Executive summary.
  - 2) The objectives of the study.
  - 3) The methodology used, the participants, and limitations & mitigation measured used.
  - 4) Findings of the study from the analysis of the data collected by project results areas.
  - 5) Recommendations (on both project delivery strategies and performance targets).
  - 6) Filled log frame and M&E plan.
- The data collected must enable the comparison of indicators by gender with a 95% level of statistical significance. If the sample size for any indicator needs to be reduced, it must remain representative of women.

## 6. SCHEDULE

Period / Date	Deliverables	Responsibilities
November 25, 2024	Publication ToR	AFARD
November 30, 2024	Deadline for offers	AFARD
December 3, 2024	Contract award and signature	AFARD
<b>Start-up phase</b>		
December 6, 2024	Inception Meeting (online)	AFARD
<b>Survey / Fieldwork</b>		
December 11, 2024	Fieldwork, Data collection	Consultant
December 30, 2024	<b>Draft report</b> with first conclusions and recommendations	Consultant
January 10, 2025	Feedback on drat report by AFARD & Manos Unidas	Consultant
<b>Final Report</b>		
January 15, 2025	<b>Final report deadline</b>	Consultant

## 7 COORDINATION

The general coordination of the review including the selection, contracting and feedback processes is assumed by Director Programmes.

## 8. PROFILE OF THE CONSULTANT

- An independent Ugandan consultant with expertise in project cycle management, climate change adaptation, livelihoods, agriculture/agribusiness, results-based management, profound knowledge of Pakwach districts and fluency in Alur/Jonam local language and English.

- A minimum of Master’s degree in a relevant field e.g., Agriculture, Environmental Science, Rural livelihoods, Rural Development, Development Studies, and a minimum of 10 years working experience in project management.
- Expertise in the design and implementation of monitoring and evaluation systems with sound analytical and technical competence in research methods. The expertise shall be described in the application.
- Possess strong management and organizational skills

### 9. SPECIFICATION FOR THE SUBMISSION OF TENDER

Tenders (max. 10 pages - without annexes) must include:

- The curriculum vitae, experience and references of the consultant
- A detailed budget presented in Ugandan shillings, including all taxes, travel costs, logistics, and other expenses in the below format. AFARD is allowed by URA to deduct withholding tax and VAT.

Financial Proposal to Conduct Evaluation Survey					
COST SUMMARY					
Price Component	Amount in Words	Amount in SHS			
Remuneration					
Other Costs					
<b>TOTAL COST</b>					
<b>Professional Fees for Evaluation Activities</b>					
Evaluation Phase	NAME OF CONSULTANT	Quantity	Freq.	Unit Cost (UGX)	Total Cost (UGX)
Document review and inception report		1	2		-
Tools upload on Kobocollect		1	1		-
Recruiting and training data collectors		1	1		-
Data collection (Supervision costs)		1	4		-
Data collection (Data collectors)	Research Assistants	3	4		-
Data analysis and reporting		1	5		-
<b>TOTAL PROFESSIONAL FEES</b>					-
<b>Other costs</b>					
Data collection per diem		1	10		-
Study report production	Copies	50	1		-
<b>Sub total Other Costs</b>					-
<b>GRAND TOTAL</b>					-

### 10. 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 inception report
- 30% upon approval of the final study report.

### 11. APPLICATION

Interested person/firm should send its **proposal** to AFARD latest **November 30, 2024** to the Director Programmes only by e-mail to [afard@afard.net](mailto:afard@afard.net)

Polite Note.

- Only complete Application 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

	Intervention's Logic	Indicators
Specific aim	Enhance production, equity, and adaptive livelihood capacity <sup>1</sup> in rural communities of Atyak, Pakwach sub-county, to cope with climate risks	SA.1. By the end of the project 70% of the targeted population in Atyak are food secure <sup>2</sup> . At least 60% of this population are women.
		SA.2. By the end of the project 50% of the targeted population in Atyak are income secure <sup>3</sup> to withstand climate shocks. At least 60% of this population are women.
		SA.3. 90% of the targeted population in Atyak have become resilient to climate change effects <sup>4</sup>
Result 1 (Implementation of climate smart agriculture)	Improved sustainable management of natural resources in Atyak rural communities, promoting equitable and resilient production in the transition towards agroecology.	R1.1. After 12 months of implementation, 8 Climate Action Groups have been established and officially registered within Pakwach subcounty, each comprising a minimum of 15 female constituents (60% females).
		R1.2: 130 (78 women) out of the targeted 200 smallholder farmers in Atyak use at least 4 of the 6-climate smart agricultural practices promoted. <sup>5</sup>
		R1.3: At the project's conclusion, 200 smallholder farmers in Atyak report a minimum average increase of 30% in production.
Result 2 (Income generation and diversification)	Improved access to resources for women in rural Atyak communities through an equity-focused approach.	R2.1: 84 out of the targeted 120 women smallholder farmers in Atyak own alternative income generating activities.
		R2.2: 60 out of the 120 targeted women led households in Atyak save €5 monthly in their VSLA
		R2.3 60 out of the targeted 120 women smallholder farmers in Atyak improve their commercial management capabilities.
Result 3 (Environment and biodiversity conservation and work on mindset change including human and women's rights)	Strengthened environmental care and conservation capacities in the communities of Atyak through the adoption of forest resource protection and regeneration practices with gender equity.	R3.1. 95% percent of women or individuals responsible for firewood collection, out of the 200-targeted households in Atyak, report a 50% reduction in firewood used for cooking.
		R3.2. 95% percent of women or individuals responsible for firewood collection, out of the 200-targeted households in Atyak, report a decrease in the time spent fetching wood on a weekly basis.
		R3.3. 10,000 trees planted at the family and community level
		R3.4. Local authorities report having improved their knowledge on women's rights and how to ensure them within the local communities.

<sup>1</sup> Livelihood adaptive capacity refers to the household ability –assets and strategies - to absorb climate shocks and thrive without falling back into extreme poverty. It is therefore about livelihood resilience to the negative impact of climate change.

<sup>2</sup> A food secure household is that which eats at least three meals daily; eat at least 7 of 12 food types weekly; shares food equitably among men and boys, women and girls as a family, and have men and boys eating green vegetables without any complaint.

<sup>3</sup> An income secure household is one with a net worth (from both liquid and productive assets less debt) able to afford them three-month cost of living above the US\$ 2.152 international poverty line. <https://documents1.worldbank.org/curated/en/353811645450974574/pdf/Assessing-the-Impact-of-the-2017-PPPs-on-the-International-Poverty-Line-and-Global-Poverty.pdf>

<sup>4</sup> Measured using the livelihood/climate resilience score index or livelihood coping strategy index

<sup>5</sup> Practices include use of timely planting, correct spacing, intercropping with cover crops, organic pesticides, tree planting, and improved postharvest handling