

Service Title	Baseline assessment on Strengthening the capacity of those displaced by disasters and climate-related causes to cope with adverse situations	RFP No.	2236
Request Reference No.	22066_20/07/22	Date	24/07/2022

## 1.0 Introduction

Education and Development Foundation–Educo is a global development and humanitarian action NGO and a member of ChildFund Alliance, has been working in Bangladesh since 1999. Educo works with children and their communities to promote just and equitable societies that guarantee their rights and wellbeing. It carries out programs on safe and equitable quality Education, protection of the children from violence and exploitation and children adolescent and youth empowerment in collaboration with govt. line departments, like minded alliances, NGOs, CSOs and the communities. In 2021, Educo Bangladesh reached out 158,962 participants including children, adolescents, and youth, and duty bearers through its programmatic interventions in 259 Schools and 223 communities in 12 districts.

Educo Bangladesh and Uttaran has been awarded a grant from European Union through UNOPS for implementing a project titled “*Strengthening the capacity of those displaced by disasters and climate-related causes to cope with adverse situations*”. This ToR is to facilitate external consultant to design and carry out baseline assessment and facilitate Educo Bangladesh hiring and assisting external consultant so that the baseline of this project is conducted as per standard.

## 2.0 About the Project

The project is being implemented in two locations in Satkhira districts, 03 unions in Shyamnager sub-districts, and 05 slums of Satkhira Municipality. As direct beneficiaries, the project includes 3500 population in 697 Households in slum areas of the municipality, and 3500 in 3 unions of the Shyamnager sub-district. Following are the supports, the projects intend to provide by its three-year duration.

1. 697 (3500 People) displacement affected households will have access to decent work or have other sustainable sources of income 3 months after receiving the intervention’s support which is to be decided during the first phase of the project
2. 697 displacements affected households will gain or have improved access to integrated basic services (education, water and sanitation)
3. 700 target children (school age and overage) will gain access to the primary national education system during the second phase of the project
4. 3500 persons will be benefited from disaster simulation exercises, development of early warning systems and operational preparedness planning in climate change and disaster contexts (Preparedness).

5. 900 people will be supported for relocation in case of emergencies through information campaigns, training, up-skilling, and livelihood diversification, etc.
6. 150 households who are at risk of displacement in Shyamnager, will be advised and will receive support to find a durable solution to reduce their risk of future displacement.

Through above services the project expects to achieve/contribute following results:

**Project Impact:** People who are likely to be displaced and people who have already been displaced are parallelly protected with knowledge, skills, resilient income options and basic services provided by authorities and other actors

**Outcome 1:** Increased income generation and livelihood opportunities for displacement-affected persons

**Output 1.1:** 390 participants have increased skills and viable income-generating opportunities through technical and financial inputs to support their respective families.

**Outcome 2:** Increased access for displacement-affected persons to quality and integrated basic services including education, water, and sanitation facilities

**Output 2.1:** Representatives of 05 Climate Migrant Rights Group (CMRG) and 1 Climate Migrant Rights Federation (CMRF) are active in claiming their rights as slum dwellers.

**Output 2.2:** Increased children's enrolment in primary school through enabling their respective families and creating access to national primary education system

**Output 2.3:** Reduced water borne diseases through creating access to fresh water and improved sanitation for school going children and slum communities

**Outcome 03** Enhanced prevention, protection and solutions for disaster and climate-related displacement.

**Output 3.1:** Most vulnerable communities (from where displacement starts) and slum dwellers are parallelly prepared for future climatic shocks with knowledge, skills and risk informed plans

**Output 3.2:** Most vulnerable communities (from where displacement starts) and slum dwellers are parallelly aware of safe migration through upscaling their knowledge, skills, and livelihood diversity

**Output 3.3:** Actionable solutions are recommended and piloted at the most vulnerable communities (from where displacement starts) for protection and prevention of future displacement through research

### 3.0 Baseline objectives

The overall objective of this baseline assessment is to assess and measure status of the indicators in the logical framework, and finally provide recommendation to address the real need of the target group in line with project objectives and interventions. Thus, this ToR has set out the following specific objectives of this baseline assessment.

- To assess and measure status of the project indicators by segregation e.g age, sex, geographical location, ethnicity, disability, occupation, and others.

- To analyze project's cross-cutting and thematic areas e.g Gender and Diversity, Disability, Health and Safety, Environmental Protection and Climate Change from both qualitative and quantitative perspectives.
- Based on baseline results and other context, explore priority for the target groups need to be addressed through project intervention.
- Provide recommendations for detail planning on project intervention, strategy formulation/reformulation based on baseline results.

This baseline results will also be used in finalizing target values of the indicators, and M&E plan.

Note: logical framework will be shared to the selected consultant

#### 4.0 Scope of work/deliverables

This baseline is dedicated for capturing, analyzing, and reporting information pertinent to the outcomes and outputs indicators included in the logical framework of this project. Thus, the selected consultants having following scope of work/deliverables.

- Develop and present to Educo Bangladesh detail methodology and implementation plan considering time frame and practical context and finalize with concern from Educo Bangladesh.
- As per methodology develop relevant tools, techniques and guidelines and finalize with the concern of Educo Bangladesh.
- Form and deploy study team including data enumerator, data entry operator and capacitated them through formal training/orientation accordingly.
- Develop and submit an inception report to Educo Bangladesh and adjust baseline methodology, operational plan, and other procedures (if needed).
- Develop and submit 1<sup>st</sup> draft report and provide a presentation to Educo Bangladesh. Then submit the final report as per the agreed plan incorporating feedback.
- Provide both hard and soft copy of the final report, the survey data and FGD/KII transcript sheet, filled-up tools/questionnaire (if it is paper base).
- Other requirements might be deemed and will be determined through consultation.
- Presentation of the baseline findings to Educo, Uttaran, and other parties as required.

#### 5.0 Methodology

Considering target group, project objectives, indicators and geographical location, the study propose to apply mixed methodology that combine both quantitative and qualitative approach with a set of relevant tools, techniques, and guidelines e.g sample survey, FGD, KII, observation. The consultant is strongly suggested to ensure representation of each group by sex, age, religion, and other attributes in determining and selecting sample. In case of sample survey, it is strongly suggested to apply random sampling technique and consider 95% CI, 5% margin of error and 0.5 P value. Thus, the consultant will design relevant tools, techniques, guidelines, and overall methodology and finalize in consultation with Educo Bangladesh MEAL and respective prog. team. In analysis, the consultant will triangulate the findings between qualitative and quantitative approach and sub-groups as well to reach consensus. S/he will also segregate analysis by sex, ethnicity, minority, geographical location, and other applicable sub-groups (if any). Quality control measures will also be one of key aspects in study design and implementation. Therefore, the consultant is recommended to design the study and demonstrate quality control measures in an efficient manner.

## 6.0 Workplan

The study is planned to complete by 60 days from signing the contact; therefore, the consultant is requested to develop and provide a work plan following below template. However, timeline may be adjusted considering practical context and through bi lateral discussion.

Activity	Augus'22					September'22				
	W1	W2	W3	W4	W5	W1	W2	W3	W4	W5
Receive technical proposal										

## 7.0 Documents and information source

The consultant will use both primary and secondary source of information in designing and conducting this study. Educo Bangladesh will provide relevant documents e.g Project Proposal, logical framework, child safeguarding policy, and other code of conduct to support study design and guide her/his work in line with organizational policy. Project target groups, general community, and stakeholders e.g GO, NGOs, CSO, teachers, parents, SMCs will be the source of primary data. The consultancy team will collect information from the selected participants through direct interview (Sample survey, FGD, KII) and observation. Building prior relationship in access to the study location, getting concern from the respondents, using of child friendly and gender friendly approach (gesture, posture) will be mandatory for the study team to follow.

## 8.0 Key competencies of the consultancy team

- Have at least 5 years of experience in conducting baseline assessments.
- Have an understanding and experience in climate change, Disaster Risk Management, livelihood, education, WASH.
- Experience in developing high-quality English and Bangla Baseline Assessment Report.
- Previous experience working with communities conducting action research and/or using participatory approaches.
- Demonstrated understanding of and commitment to ethical issues in research/evaluations.
- Experience in managing and coordinating evaluation/research exercises, including with or through country-based partners, delivering agreed outputs on time and on budget.

## 9.0 Coordination, Logistics and Facilitation

The consultant will report to the Manager MEAL of Educo Bangladesh and will keep in close communication with the Manager Disaster Risk Management and Climate Change in terms of study design, quality control, data analysis and interpretation. S/he will have also close coordination and communication with assigned staff from Uttaran to settle for the day-to-day operation and administrative issues.

## 10.0 Baseline, Authorship and Publication Premises

Educo reserves the right to accept or reject any proposal. The participants will be informed about the status of the proposal via email once scrutiny is completed. All developed documents will be treated as the property of Educo and will not be shared and sold to third parties. Educo reserves the right to

monitor the quality and progress of the work conducted by the consultant during the assignment period.

### 11. Fees and Method of payment

The total fees of this work will not exceed BDT 400,000.00 (Four lac BDT) including VAT. The Consulting firm is expected to submit the financial proposal (inclusive VAT) for the entire exercise. One Consulting firm/team will be selected for this work among all the proposal received based on financial proposal, technical proposal, and experience.

The Consulting firm will be paid in phases upon completion and submission of key deliverables by an account payee cheque. The payment schedule will be as follows:

- 20% of the contract sum will be paid to the Consulting firm upon submission of a satisfactory work plan and inception report.
- 20% of the contract sum to be paid upon satisfactory submission of satisfactory primary data collection tools.
- 60% of the contract sum will be paid upon acceptance by Educo of a final baseline report that meets the objectives set out in the ToR.

### 12.0 Guideline for Proposal Submission

The interested and relevant individuals are invited to submit their proposal with the following details:

- Technical proposal including methodology (within 5/6 pages)
- Detailed schedule of baseline work (1 page)
- Lead Consultant CV within 2 pages
- Budget/ consultancy fees with specific activity heads (please calculate the total budget with 15% VAT only and note that Educo will deduct 10% Income Tax at source from the agreed consultancy amount)

All proposals must be submitted in English to Educo Bangladesh through email at [lokman.hossain@EDUCO.ORG](mailto:lokman.hossain@EDUCO.ORG) **no later than 31<sup>st</sup> July 2022**, 4:00pm Dhaka time. Please use *"Strengthening the capacity of those displaced by disasters and climate-related causes to cope with adverse situations"* in the subject line. Proposals submitted after the deadline will not be accepted. Only short-listed candidates will be contacted.