

Terms of References for the Feasibility study of “Promoting Climate Resilient Communities in Dailekh and Surkhet Districts of Nepal” (Karnali Province)

1. Background and rationale of planned project

Karnali Province in Western Nepal is the most vulnerable province in terms of climate change and disaster risks. This province has 600,000 people in multidimensional poverty and also has the lower Human Development Index (HDI) of 0.538 (NPC and UNDP 2020). The average literacy rate is 63 % with a significant difference in male and female literacy rate of 73 % and 53 % respectively. In the province 53% of the food source is the market purchase as the annual deficit of the food is 25,428 tons (MoALD 2020). More than 77% of households in the province are not sufficient even to feed them (myrepublica 2019). As most of the people migrate to India for seasonal employment, the recent pandemic situation of COVID-19 made them more vulnerable as they lost their jobs.

The increasing trend of climate change also triggered the risk of climate induced disasters. In the region, the climate stresses including drought, flood, untimely rain, irregular weather, diseases and pest in crops and cattle etc. are in increasing trend (Pandey et. al. 2019). The lands remained fallow and the rearing of the cattle was difficult. In addition, as the province is dependent on the food supply from other areas of the country, the climate induced disasters like flood and landslide affects it, causing the crisis of food. The provincial contribution to the national GDP is only 3.4 % (GoN 2019) and the life expectancy is also lower in comparison to the other provinces i.e. 66.8 year. In this situation, it is important to support the community in order to increase adaptive capacity and increase food production locally hence to secure their livelihood and the economic generation. The integrated approach that can respond to climate change, disaster risks and social justice is essential to build a resilient community.

Description of the project whose feasibility is to be examined

For the development of the project, a rapid assessment was accomplished in the targeted communities in the districts. Rapid assessment found that the climate change induced disasters such as drought, flood, insects, pests and scarcity of drinking water are increasing in the proposed areas that affected the different aspects of the livelihood including agricultural productivity. Since the communities are still in the traditional practices for their livelihood the climate change also increased their workload, mostly of women and children. Most of the youth migrates seasonally to the nearby India cities for the job opportunities; mostly as the daily wage-based labor.

The socio-economic status of the communities was found below the standard however analyzing their situation and their social capitals such as local institutions, unity, and willingness to contribute for the development, the project seems very potential. So, the project is design to respond to the climate change impacts in the poor, marginalized and vulnerable communities through the establishment and the scaling up of the climate resilient villages approach. Climate resilient village (CRV) is an integrated approach to build the resilient communities including the sustainable livelihood options and economic empowerment working with the villages we work in four different components of strengthening community's capacity, technologies promotion, knowledge and information sharing mechanism development and the mainstream climate change and Disaster risks into the local planning process.

The target communities of the project are resources poor, marginalized, vulnerable, dalit, women, youth and PwD. The project will also focus on the endangered ethnic groups of western Nepal called Raji and also the Badi communities who are most vulnerable to climate change. Working with

Terms of References for the Feasibility study of “Promoting Climate Resilient Communities in Dailekh and Surkhet Districts of Nepal” (Karnali Province)

communities, setting the demonstration sites and generation of evidence, the project also planned to influence the local government and its planning process for the inclusive and resilient development.

The major objectives of the project are:

- a) Empowering CSOs including CBOs and CBNOs for making them partners with local government to build the resilient communities
- b) Promotion of climate resilient and drudgery reducing technologies and practices for the livelihood and economic generation
- c) Mainstream climate resilient village approach in local plans and policies

2. Organisational introduction and experience

Group of Helping Hands (SAHAS) Nepal is a non-profit, non-governmental, social development organisation founded in 1996. Since inception, the organisation has been working in remote rural areas focusing on vulnerable and socially excluded families who are deprived of development opportunities. SAHAS puts its development efforts towards strengthening the capacities of communities and local development partner organisations to create an enabling environment for sustaining development activities by fostering collective efforts of the communities themselves. SAHAS Nepal continues to use the “grassroots approach”, “Rights-Based Approach (RBA)” and “inclusive community based approach” to community development to identify and serve its target groups. These approaches involve group formation focusing on the vulnerable, Dalits, women, persons with disability and other marginal groups, ensuring full ownership over their development activities.

SAHAS Nepal has gained experience in the implementation of the climate resilient village approach as this approach is piloted by SAHAS in its different working districts since 2016. Since then, we are implementing the approach as a part of the livelihood and food security projects and now is being implemented in 11 out of 21 SAHAS working districts. SAHAS Nepal has qualified staffs who can contribute to the successfully implement this project. In addition, the Climate Change and DRR strategy of SAHAS also targeted to form the 25-climate resilient village by 2023 that will contribute to this project also.

2.1 Geographical Scope

The project is designed to implement in some hamlets of two climate vulnerable Rural Municipalities (Palikas), each in Surkhet (Bheri Ganga RM, Ward number 2, and 12, and Birendranagar Municipality Ward number 11, Jhupra Village) and Dailekh (Mahabu RM Ward number 4) districts. The target group of the project will be poor, vulnerable, marginalized and the ethnic minority (Badi and Raji) groups focusing women and youth

3. Purpose and objectives of the feasibility study

To understand and examine the socio-economic and geographic status of proposed area, this study helps to identify the major issues, targeted beneficiaries (right holders) and their demographic, socio-economic, cultural and political situation, core problem of the community and its cause and effects as well as strength and opportunity. It also provides to identify stakeholders and analyzing their needs, interest and support which supports SAHAS Nepal and funding partner for project development. The study provides a strong base in developing the project designing and planning. In addition, the joint

Terms of References for the Feasibility study of “Promoting Climate Resilient Communities in Dailekh and Surkhet Districts of Nepal” (Karnali Province)

learning from the insights gained increase the effectiveness of the project and misinvestments are avoided at an early stage.

The objective of the study is to assess the technical and socio-economic feasibility of the implementation of the Climate Resilient Village (CRV) approach and income generation enhancement project for the chosen rural communities in Mahabu RM (Dailekh) and Bheri Ganga RM (Surkhet).

3.1 Specific objectives

- 3.1.1 Analyze the initial socio-economic situation (problems, causes, consequences and solutions/needs) of the target groups
- 3.1.2 Perform a stakeholder analysis and assess the institutional capacities (technical, material, human, financial) and interactions (convergences, divergences or conflicts of interest) of stakeholders in the implementation (incl. project implementing organization)
- 3.1.3 Assess the climate vulnerability of the target areas
- 3.1.4 Perform a sector analysis
- 3.1.5 Perform risk analysis including political, socio-economic and environmental risks and mitigation strategy
- 3.1.6 Assess the project according to the OECD DAC criteria (relevance, effectiveness, efficiency, impact, significance, sustainability)
- 3.1.7 Produce a socio-economic feasibility report on the project under consideration of the local climate vulnerability

3.2 Expected Results

- 3.2.1 The initial socio-economic situation (problems, causes, consequences and solutions/needs) is well analyzed and known
- 3.2.2 The stakeholders in the implementation are well analyzed, identified and their institutional capacities (technical, material, human, financial) and interactions (convergences, divergences or conflicts of interest) are assessed
- 3.2.3 Climate vulnerability of the target areas is well assessed
- 3.2.4 A sector analysis has been performed
- 3.2.5 A risk analysis including political, socio-economic and environmental risks and mitigation strategy has been performed and known
- 3.2.6 The project is well assessed according to the OECD DAC criteria (relevance, effectiveness, efficiency, impact, importance, sustainability)
- 3.2.7 Socio-economic report has been produced and known that also considers the climate vulnerability

4. Scope of work

4.1 Time Frame

The tentative time frame for the consultancy period is a total of 27 days starting from agreement sign date is 20th December, 2021 to submitting the final feasibility/situation and need assessment report on 19th February, 2022.

Terms of References for the Feasibility study of “Promoting Climate Resilient Communities in Dailekh and Surkhet Districts of Nepal” (Karnali Province)

The consultant must take consideration of time required for:

- Clarification/Kick-off meeting,
- Developing study design and methodology,
- Developing research tools (questionnaires, interview guidelines, etc.),
- Literature review (national strategy/policy papers) and desk work,
- Inception report,
- Field work or data analysis
- Submission of draft report
- Presentation of main findings and draft report,
- Submission of final report submission
- Present draft version of concept note/plans/project proposal

SN	Activities	Number of working days	Deadlines
1	Clarification/Kick-off meeting	1	-
2	Developing study design and methodology	1	-
3	Developing research tools (questionnaires, checklist, interview guidelines, etc.	1	-
4	Literature review and desk work	1	-
5	Inception report	1	-
6	Field work or data collection	12	-
7	Analysis of gathered data and information	3	-
8	Draft report preparation	2	-
9	Submission of draft report	2	-
10	Presentation of main findings and draft report	1	-
11	Final report submission	2	-

4.2 Deliverables

The consultant will have to deliver:

- Submission of Inception report (see below)
- Submission of draft report (see below)
- Submission of final report (see below)

Inception report (max. 10 pages, English)

The inception report should be prepared after the kick-off meeting and a study of key documents.

The inception report shall include at least:

- which study design will be used;
- which methods and instruments will be used (incl. questionnaire/s for interviews);
- which stakeholders and how many representatives of them will be included;
- a detailed work plan and time schedule, including plans for field visits.

Terms of References for the Feasibility study of “Promoting Climate Resilient Communities in Dailekh and Surkhet Districts of Nepal” (Karnali Province)

The inception report shall be written in English and should not exceed 10 pages. SAHAS Nepal and SODI Germany will comment the report within a defined timeframe and has to accept it in written form.

Submission Draft report

It is expected that the consultants present and discuss the preliminary findings to SAHAS Nepal and inputs received, the consultant will prepare a draft report. After presenting the draft report, the feasibility/situation and need assessment results and recommendations shall be presented in a final debriefing workshop and discussed with SAHAS Nepal Management Team to collect comments and feedback. The draft report shall also be shared with SODI Germany for comments and feedbacks.

Submission Final report

The feasibility/situation and need assessment report will be finalized incorporating the inputs. The final report shall be written in English and should not exceed max. 30 pages plus annexes. The report should respect the quality criteria which are set out in the Terms of References and will be agreed between the consultant and SAHAS Nepal.

5. Structure of the Study and Guidelines

The following guiding questions serve as orientation for the content of the study. They are to be understood as a collection from which the questions relevant to the concrete study can be prioritized for data collection, data analysis and evaluation.

5.1 Purpose and Use of the Feasibility/Situation and Need Assessment

The purpose of the feasibility study is to provide SAHAS Nepal with sufficient information to justify acceptance, modification or rejection of the proposed project. Furthermore, the study will provide SAHAS Nepal with a well-founded basis for the further development of the project concept and proposal, in which the prerequisites, opportunities and risks have all been clarified. By going through this process, the effectiveness of the project will be increased.

5.2 Methodology

The study will be conducted based on OECD/DAC criteria with the methodology designed by the consultant team and must include quantitative and qualitative research methods such as literature review, data collection and analysis, interviews, focus group discussion and key informant interviews. The consultant will ensure that the study process will be participatory and respect different views from the proposed feasibility/situation and need assessment areas.

The following documents will be taken into account in the study and will be made available by SAHAS, if necessary:

- National strategy/policy papers from relevant contexts such as rural development, climate resilience etc.
- Background papers
- Literature references
- Documents from preceding projects (e.g. [external] evaluation, social audit reports etc.)

Terms of References for the Feasibility study of “Promoting Climate Resilient Communities in Dailekh and Surkhet Districts of Nepal” (Karnali Province)

- Structuring points (compare section 6)
- Existing rapid need assessment
- Recent project plans/outlines
- Draft of project proposal incl. impact matrix

5.3 Criteria for the content of feasibility studies

- The study should present the context of the planned project on all relevant levels (micro-, meso-, macro) and also include essential, project-relevant data on the initial situation.
- Based on this, it should be analyzed to what extent the selected approach can contribute to solving the problem situation among the target groups and other actors. Furthermore, the project should be critically evaluated with regard to the OECD DAC criteria of relevance, coherence, effectiveness, efficiency, impact and sustainability (see point 5).
- Furthermore, concrete recommendations for adjustments to the specific project concept, including impact matrix and measures, should be formulated as far as possible. The actors and stakeholders to be involved, suggestions for monitoring fields of outcome and impact measurement as well as opportunities and risks must be taken into account.

6. Structure of the study and guideline

6.1 Purpose and use of the feasibility study

- Which project objective (outcome) is to be examined for its feasibility? How coherent are the economic contexts (sector, components, project regions) with regard to this project objective?
- Which additional questions regarding the project conception and implementation of the application should be answered by the feasibility study?
- How does the feasibility study fit into the project planning in terms of shared learning?

6.2 Methodology

- Which participatory methods, instruments and resources are used for data collection and analysis?
- Which and how many actors with which backgrounds and interests are involved?

6.3 Initial situation and problem analysis at macro, meso, micro level

- What is the **(initial) situation** for the project, especially in the context of the current Covid pandemic? What is the socio-economic, political and cultural context?
- What current **problems** have been identified and are relevant to the project design? Which of the **causes** are prioritised and addressed in the project?
- What are the **needs** that can be derived from the problem analysis? How is the need assessed?
- Are there approaches and results from **previous development measures**? If so, how will they be built upon?
- What **other framework conditions**, for example conflict dynamics, need to be taken into account in the context of the planned project?

Terms of References for the Feasibility study of “Promoting Climate Resilient Communities in Dailekh and Surkhet Districts of Nepal” (Karnali Province)

- Which **local potentials**, existing structures (institutions, networks, umbrella organisations, etc.) and social mechanisms can be used?

6.4 Local Project Executing Agency in the Partner Country (SAHAS)

- Which relevant **capacities** (institutional, technical, personnel, financial) does SAHAS project team (on individual and organizational level) have?
- Are **measures needed to strengthen the organization and capacity of the local partner**? And if so, which ones?
- What is the local implementing **partner's own interest/ownership** in the success of the project? How is the ownership of the local promoter strengthened?
- What is the **relationship between SAHAS and the target group and stakeholders**? Are there convergences or conflicts of interest? How can the interaction be improved?

6.5 Target groups and other stakeholders (at micro, meso and macro level)

6.5.1 Target group

- How and by whom are the **direct target groups selected** according to which criteria?
- What is the composition of the respective target groups? **How homogeneous or heterogeneous are the target groups** in terms of factors such as gender, ethnicity, age, sexual orientation, language, capacities and to what extent does the project have to take this into account?
- What is the **role of the target groups in the social context**? Can conflicts of interest vis-à-vis other population groups be identified that may arise as a result of the funding?
- What **potentials** does the target group have, especially in terms of self-initiative, self-help efforts and local problem-solving capacities? How can these be integrated into project planning?

6.5.2. Stakeholders

- Who are the **key governmental and non-governmental stakeholders** in the proposed project region?
- How does the planned project relate to the government's development strategy?
- What are the **interests** of the stakeholders (target group, stakeholders) and what **conflicts of interest** may arise? What other interactions exist with other stakeholder projects? Can these be incorporated into the project design?
- Do the stakeholders have a **common understanding** of the problems and derived goals of the project?
- How strong is the **support** of the different stakeholders for the project? How (strong) is their ability to influence the project? Are there already agreements between stakeholders?

Terms of References for the Feasibility study of “Promoting Climate Resilient Communities in Dailekh and Surkhet Districts of Nepal” (Karnali Province)

7. Evaluation of the planned project according to OECD DAC criteria¹

The guiding questions on the criteria serve as orientation for the content design of the study. They are to be understood as a collection from which the relevant questions can be prioritised. This allows the criteria to be weighted differently according to the study's interest in knowledge.

7.1 Relevance - To what extent is the planned project adequately meeting the needs?

- Does the planned project approach address a **problem of developmental importance** or a **crucial developmental shortcoming** of the partner country or region? Why is climate resilience a central matter of concern of the target group?
- Are the orientation, prioritisation and objectives (approach) of the planned project coordinated with the target groups and clearly defined?
- To what extent do the intervention objectives and design adequately take into account the specific needs of the target groups and structural obstacles in the project region, partner/institution, policy programmes?
- Are norms and standards of the approach compatible with those of the target groups?
- Is the project designed in a conflict-sensitive way (Do-No-Harm principle)?

7.2. Coherence - How well does the intervention fit?

- How coherent are the planned activities with human rights principles (inclusion, participation), conventions and relevant standards/guidelines?
- To what extent are there synergies and connections between the planned project and other interventions by the same organisation (SAHAS) and other actors?
- What are the similarities or intersections between the target groups and the projects of other actors in the same context? To what extent does the intervention add value and avoid duplication?

7.3 Effectivity – Which project approach can best achieve the goals?

- Which impact logic/hypothesis should the project be based on? What could a meaningful impact matrix including appropriate, meaningful indicators look like (submission of first rough draft with indicators and baseline data)?
- Are the causal relationships (including assumptions) plausible? What negative effects could occur?
- Is the chosen methodological approach adapted to the context and sufficient to achieve the project objective? Should meso- and/or macro-level activities (multi-level approach) be foreseen to increase sustainability?
- How are changes measured, when and at what intervals (impact monitoring)? Which indicators (fields) are better suited for this?
- Which measures does the feasibility study recommend?

¹ Quality Standards for Development Evaluation. Available at: https://www.oecd-ilibrary.org/development/dac-quality-standards-for-development-evaluation_9789264083905-en

Terms of References for the Feasibility study of “Promoting Climate Resilient Communities in Dailekh and Surkhet Districts of Nepal” (Karnali Province)

7.4 Efficiency - Does the use of funds planned by the project appear economical in terms of achieving the objectives?

- To what extent can the planned measures be implemented with the budgeted funds and personnel in the planned term?
- To what extent are the planned expenditures used economically and are the investments, operating and personnel expenses in relation to the intended objectives?

7.5 Impact (significance) - To what extent does the planned project contribute to the achievement of overarching developmental impacts?

- What special contribution does the project objective (outcome) make to the overall objective (impact)?
- To what extent is the planned project structure-building, exemplary and broadly effective? At what levels will norms or structures be changed?
- To what extent does the objective take into account gender-sensitive, inclusive, culture- and conflict-sensitive, and human rights-based aspects?

7.6 Sustainability - To what extent will the positive effects (without further external funding) last after the project has ended?

- How can the sustainability of the results and impacts be ensured and strengthened (structural, economic, social, and ecological)?
- What long-term capacities are built among the target group to be able to continue the implemented measures on their own?
- What positive changes (role behaviour, mechanisms, networks and others) benefit civil society in the long term?
- What role/responsibility do state and/or civil society structures assume? To what extent can local potential, structures and procedures be built upon? Which measures and instruments are best suited to using and strengthening local initiative, participation and capacities?
- What risks (personnel risks for the implementers, institutional and reputational risks, and context risks) exist in project implementation and how can they be minimized?

8. Recommendations

On the basis of the main findings on topics 4.4 and 4.5 and the evaluation according to the DAC criteria, what concrete suggestions can be made or incorporated for the concept of the project in the specific context? Examples:

- Which components, if any, are missing in the project concept in order to make the cause-effect relationships more coherent and to sustainably achieve the planned objectives?
- Which planned components are not suitable or could have negative effects, and for what reasons?
- Which assumptions of the cause-effect relationships are viable?

Terms of References for the Feasibility study of “Promoting Climate Resilient Communities in Dailekh and Surkhet Districts of Nepal” (Karnali Province)

Which findings and project-relevant data of the study are suitable to be integrated into the project logic? (Impact matrix of the project proposal)? What are the recommendations for possible indicators for impact monitoring and data collection?

9. Qualification and Experience of Consultant

The consultant must demonstrate:

- Advance degree in social and development studies or related field or equivalent demonstrated development experience,
- At least 5 years of proven experience with similar kind of study,
- Excellent track record in designing and conducting quantitative and qualitative research, analysis and evaluation
- Knowledge and working experience with NGOs in rural and social community development and/or projects
- Knowledge and experience relating to topics such as community development, food sovereignty, climate change adaptation, climate resilient agriculture practices, rural entrepreneurship development
- Experience in undertaking research with most vulnerable communities
- Excellent written and verbal communication and reporting skills in English
- Strong facilitation and interviewing skills

10. Content of the consultant offer

To participate in the tender process, offers must be submitted to the e-mail-address below by 14th December 2021 and consist of the following documents:

- A sound CV of all of the participating consultant;
- An offer detailing the feasibility study design, methods and instruments to be used
- A Time Table
- A budget stating precisely the daily fees for the consultant (disclosing taxes), costs for transport and all additional costs.

Please hand the offer via e-mail in to:

Group of Helping Hands (SAHAS) Nepal
Sanepa, Lalitpur
info@sahasnepal.org.np