

Balochistan Rural Support Programme

Terms of Reference

Hiring of Individual Consultant for Training of Trainers -Social Sector CRPs - around **Climate Change Adaptation/Resilience, CBDRM, and SBDRM** under NPGP

INTRODUCTION

The Islamic Republic of Pakistan has received a loan from the International Fund for Agricultural Development (IFAD) for National Poverty Graduation Programme (NPGP). Pakistan Poverty Alleviation Fund (PPAF) is “Implementing Agency” for this project which will be implemented through Partner Organizations in the selected districts of Pakistan in all provinces. Total cost of the programme is USD 150 million in which USD 50 million is contribution from the Government of Pakistan for Interest Free Loan (IFL) component. The Programme has two major components; 1) Poverty Graduation (USD 130.8 million); and 2) Social Mobilization and Programme Management (USD 19 million). The first component mainly focuses on assets creation, interest-free loan and, training of assets and IFL beneficiaries. The second component entails social mobilization, formation, and training of Community Resource Persons (CRPs), capacity building of Community Institutions (CIs), research studies, conferences, policy briefs and operating cost of both PPAF and its Partner Organizations (POs). NPGP is designed to catalyze change at the grassroots to pull people out of poverty, building largely (but not exclusively) upon BISP beneficiaries and leveraging PMIFL to build a smooth ‘seamless service’ where the poorest can move from consumption support to asset transfers to interest free loans to microcredit. PPAF works on multi-dimensional aspects of poverty, addressing economic, social, and institutional aspects which are reflected in the NPGP design and in the composition of the Poverty Score Card.

I. OVERALL OBJECTIVES OF THE ASSIGNMENT:

The overall objective of this assignment is to develop a cadre of social sector specialists at community level to address the social concerns of communities/households in sectors of Climate Change and Community and School Based Disaster Risk Management.

II. SPECIFIC OBJECTIVES OF THE ASSIGNMENT:

- To design and conduct Training of Trainers (ToT) for Social¹ Sector CRPs with the consultation of BRSP and NPGP PMU.

¹Climate Change, and Community Based Disaster Risk Management (CBDRM) and School Based Disaster Risk Management (SBDRM).

- To design and develop training material (including Trainer's Manual, Participant's Handbook, and IEC Material) covering topics promoting climate resilient livelihoods, preparedness, CBDRM, and SBDRM.
- To plan and conduct 7-day long ToTs for Social Sector CRPs on Climate Change, CBDRM, and SBDRM.
- To increase knowledge and skills of target CRPs to train the target communities/households on key concepts of CBDRM and Community-Based Climate Change Resilience.
- To equip CRPs with the required tools and techniques to cascade capacity building sessions with the target communities/households on these key topics.
- To enable CRPs with knowledge and skills to facilitate target communities/households in developing their learning and best practices on key concepts of Community-Based Climate Change Resilience.
- To prepare target communities/households through these trainings, in climate resilient/adaptive livelihood strategies, value chains, and public-private partnership on climate-smart agriculture, livestock management, and agro-forestry.
- To enhance knowledge of target communities about existing institutional frameworks and national policies on climate change adaptation/resilience and develop community linkages with government line departments.
- To protect children and youth by improving local partnerships and building local capacities of teachers and students in climate-induced Disaster Risk Reduction (DRR), and to build their learning and capacities through these trainings, in recognizing climate-induced hazards to school safety and implementing effective DRR responses.

III. SCOPE OF WORK:

- Review of Climate Change Adaptation/Resilience, CBDRM, and SBDRM Strategy of NPGP as well as Project Implementation Manual (PIM).
- Travel to field and conduct of field-based ToTs at target training locations in NPGP

	NPGP Programme Area	Union Councils (UCs)	Districts	District's Name
1	Balochistan	21	1	Zhob

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t of Balochistan

- i) **Training Material Development:** The Individual Consultant will be required to develop Trainer's Manual, Participant's Handbook, and IEC material/handouts (to be given to female and male participants of capacity building sessions) on the identified Climate Change Adaptation (CCA) and SBDRM themes to help CRPs effectively deliver the capacity building sessions to the target communities/households and in government primary, middle, and high schools. Trainer's Manual and story booklets will include visual illustrations, background material, and guidance notes on session plans for the CRPs. The key topics, for the training course for CRPs, which are to be further cascaded down to target communities/households are listed below and proposed modules under each key topic are listed as Annexure A.

Module 1: Preparedness (CBDRM)

- Types and history of climate-induced hazards and disasters in Pakistan
- Types and history of climate-induced hazards and disasters in the particular province/district
- Understanding and application of key concepts related to climate change and disaster reduction (e.g. Hazards, Disasters, Risks, Vulnerabilities, Climate Change Adaptation, Protection and Mitigation)
- Gender and Disasters – Disproportionate impact of climate change on women
- Hazard Vulnerability and Capacity Assessment
- Need and importance of early warning systems
- Basic search rescue and evacuation
- Need and importance of linkages and coordination with government line departments and existing policies and frameworks
- Community Based Climate Change Adaptation and Mitigation
- Importance and need of social safety nets and available instruments in Pakistan

Module 2: CC Adaptation (DRR, Promoting Climate Resilient Farming/Livestock Management Practices).

- Climate resilient farming practices
- Crop diversification and introduction of flood and drought resistant crops
- Promotion of legumes in crop rotations
- Improved soil and water management and irrigation techniques
- Integrated pest and weed management
- Alterations in cropping patterns and rotations
- Home based kitchen gardening
- Water harvesting, conservation, and management
- Increased forestation/plantation
- Improved feeding techniques and fodder management
- Breed improvement/diversification

- Vaccination and deworming
- Rangeland and pasture management focusing on cyclic grazing
- Mobilization and integration of DRR Cost
- Risk Transfer/Risk Insurance

Module 3: School Based Disaster Risk Management (SBDRM)

- Introduction and objectives of safer school (What is climate-responsiveschool safety all about?Why do we need safer/climate-resilient schools?)
 - Basic terminologies and concepts used in school safety
 - Basic concepts of SBDRM
 - Teachers' roles in making safe learning environment
 - Basic scientific understanding of hazards and safety tips for floods, fire, extreme heat, and pollution
 - School Safety Planning (class sessions)
 - Orientation of teachers on disaster management and mass awareness in school
 - Constitution of the School Emergency Response Team (SERT)
 - Vulnerability and capacity assessment of the school
 - Conducting regular mock drills to check preparedness and identify areas of improvement
 - Evaluating and updating of the School Evacuation Plan (SEP) based on mock drill findings and/or past disasters
 - Cross-cutting themes (Inclusion, child labor, and child abuse/exploitation)
- ii) Training material (Trainer's Manual, Participant's Handbook, IEC material/ handouts) will be developed according to profile of target community and its language will be either the provincial language or Urdu.
 - iii) Draft copy of Trainer's Manual and Participant's Handbook will be submitted to BRSP and the Individual Consultant will be responsible to induct all proposed suggestions from BRSP/PPAF. Training will be delivered after approval of Trainer's Manual from PPAF.
 - iv) Final copies of Trainer's Manual, Participant's Handbook, and IEC material/ handouts will be submitted to BRSP/PPAF in well-designed printable version.
 - v) ToT Delivery: The selected consultant will deliver the ToT according to Trainer's Manual and session plans approved by PPAF for Social Sector CRPs. The training participants (CRPs) would be identified by BRSP.
 - vi) Evaluation and Grading of Trainees: Evaluation and grading of trainees will be conducted on the final day of training as per evaluation criteria and ranking of CRPs as A, B+, B, and C (descending order of performance, respectively). Hand-holding of CRPs after the ToT and random spot-checking of the training sessions will be conducted to identify gaps and provide timely feedback.
 - vii) Reporting: The consultant must submit detailed report of each ToT for CRPs as per following format.

- Title page
- Table of contents
- Training schedule (with date, location, session, and name of CRP)
- List of participants
- Attendance sheets and registration form
- Results of pre- and post-test with analysis
- A group photo and a few more photos of training activity
- Participants' feedback about training and trainer
- Training proceedings (brief)

Training Duration and Participants

The duration of CRPs ToT will be 7 days for each group. Number of participants will vary between 20 and 30 CRPs per event. However, considering SoPs of COVID-19, the number of participants per session may decrease. Daily training time will be at least 8 hours (0900 - 1700 Hours). The basic detail is listed below.

Training Category and Mode	Training Themes/Sectors	# CRPs/Pax per UC	Total CRPs/Pax	Events
ToT for Social Sector CRPs	Climate Change Adaptation/Resilience, CBDRM and SBDRM	1	21	01

As a significant number of women CRPs will participate in ToTs, pre-training and associated arrangements will be ensured accordingly.

IV. QUALIFICATION AND EXPERIENCE:

The consultant shall have demonstrated capacity and capability to undertake similar assignment. The following criteria will form the basis for selection.

A. INDIVIDUAL CONSULTANT

- He/she should have significant experience in leading and co-leading similar assignments with valid documentary evidence and should be on active taxpayers list of Government of Pakistan.
- Strong track record with at least 5 years of experience in developing training modules, and in designing and rolling out training programmes (of national/provincial scale) with

national and/or international agencies including UN agencies, World Bank, ADB, IFAD and others.

- Demonstrated experience of successfully designing and conducting trainings specifically on themes of Climate Change and having successfully completed at least 5 ToTs on same/similar thematic areas.
- Have adequate knowledge and understanding about local and regional gender dynamics as well as understanding of context related to culture, security, rural life, and training of women and diverse participants.
- The consultant may indicate one or both provinces in this regard.

V. SCHEDULE & TIMELINE:

Total duration of the assignment is stretched over 24 months and the consultant will conduct batch-wise ToT of CRPs. The consultant is required to develop a detailed workplan and submit along with proposal. The consultant will be required to develop inception report and year-wise training plan. Activity-wise timeline of the assignment is given below.

#	Activity	Days	Deadlines
1	Inception Report	1	May 2021
2	Literature Review - Project Implementation Manual, Annexure A, and other material	3	May 2021
3	Design and Development of Trainer's Manual and IEC Material	20	May- June 2021
4	Finalization of Trainer's Manual, IEC Material, and associated training material after feedback from BRSP/PPAF	5	June 2021
5	Finalization of Training Plan	1	June 2021
6	Preparation of ToT, Pre training arrangements	2	June 2021
7	Conducting ToTs for CRPs (01 ToTs, 7 days each)	7	June 2021

The tentative training plan is listed below.

#	Training	Location	Duration (days)	Pax	Month	Year
1	ToT of CRPs on Climate Change and Disaster Management	Balochistan Zhob	7	21	May-June	2020-21
	Sub Total			21		

VI. SUPERVISION & REPORTING:

The final shortlisted consulting/Individual Consultant will report to the BRSP Coordinator.

VII. SELECTION METHOD:

Hiring of individual consultant will be done in accordance with the procurement procedures method as outlined in IFAD procurement handbook.

VIII. ETHICAL CONSIDERATIONS:

The consultant may adapt/customize material from other sources developed by international organizations, including but not limited to Oxfam, GiZ, IFAD, FAO and other UN agencies. However, the consultant will have to ensure adherence to the standard protocols of citation/referencing by seeking permission/acknowledgement of the sources from where training material/contents are to be adapted/customized for the proposed training. The onus of any liability/claim from any party regarding plagiarism or misuse of their material will be on the training consultant, PPAF and BRSP will not bear any responsibility in this regard.

The consultant will ensure use of provincial languages in conducting all the training sessions with the CRPs in their respective provinces.

The consultant will have to seek prior permission for documenting and using visual still/moving images for specific purposes i.e. for report and presentations for this assignment. The consultant will ensure the participants' anonymity and confidentiality and will ensure the visual data is protected and used for agreed purposes only.

All training material developed under this consultancy will be the property of PPAF. The consultant or any of their representative will not use part or whole of the training material and/or any associated materials for any other assignment either for PPAF or any other client without prior written permission from PPAF's authorized unit.

IX. DELIVERABLES:

- Trainer's Manual, Participant's Handbook, and IEC Material on thematic areas of Climate Change Adaptation/Resilience, CBDRM, and SBDRM (4 hard and 2 soft copies will be submitted in ready-to-print version).
- Conducting of 08 ToT train 147 Social Sector (CCA) CRPs as per above listed plan.
- Detailed Report of each ToT (in both hard and soft copies).

X. CVs, Financial and Technical Proposal submission

The potential candidates can drop their CVs along with technical and financial proposal in hard form at BRSP Office on the below mentioned address before 17th May 2021:

Balochistan Rural Support Programme, 5-A Gulshan-e-Janan, Saryab Road Quetta.



For any technical query, write to Zahoor Ahmed, Project Coordinator at the email address zahoor.ahmed@brsp.org.pk or contact him via phone: [0812-471439](tel:0812-471439), [Extension 124](tel:0812-471439)