Terms of Reference: Consultancy for the Conduct of a Climate Change Risk Vulnerability Assessment for Project Pilot Sites in Bomi County, Liberia

Background of the Climate change project in Liberia (Bomi County)
Plan International Liberia through Plan Germany received a four years (2014-2017) Grant from the BMZ cooperation to contribute to increasing food security in Bomi County through supporting farmers in scaling up climate change adapted agriculture. The project is implemented by SURIDO, a civil society organization specialized on agriculture in rural communities, and targets 40 communities in Bomi County. The objective of the project is to contribute to improved food security and resilience to climate change in 40 communities in Bomi County. The project has two expected high level outcomes:

1. Increased production and diversity of food in the households of 40 communities in Bomi County.
2. Deforestation through shifting cultivation in the project area in Bomi County has decreased.

This project is integrating efforts of the Ministry of Agriculture to encourage low-land farming and Forestry Development Authority (FDA) to halt deforestation for all its benefits.

Introduction/Background of the Climate Change Risk Assessment
Risk identification and assessment are the two important steps that form the basis for successful implementation of adaptation practices. This involves identification and assessment of current climate variability and future climate change risks and associated societal vulnerabilities. Climate changes will increase the magnitude of risks faced by local communities sometimes even challenging their ability to maintain infrastructure and provide essential services to preserve their social and economic wellbeing.

By identifying climate change risks, communities will be able to better prioritize and manage these risks and plan how to adapt to them. Early investment in preparation and adaptation planning will help them avoid or minimize climate change impacts and reduce the costs of adaptation and impacts when they occur.

The Objective for this service
Generally, the objective of this service is to assess communities’ vulnerability to climate change and define the associated risks by analyzing the impacts of climate change on the communities and their livelihood.

Specifically, the study aims to do the following:

- Identify the key climate change hazards communities are faced with and the specific related impacts on farming select farm assets including crops, livestock, water resources and fish, as well as operations and services.
- Analyze the socio-economic impacts of the identified climate change hazards on the communities
- Work with communities, partners and other stakeholders to develop plan for reducing the vulnerability\managing the impacts and risks.
- Mainstream in the work gender-based data to inform the impact on the Climate change on each specific category.

The Scope of the Service
Under the direct supervision of the Programme Coordinator of Plan Liberia, the consultant will work directly in support of SURIDO and collaborate with a range of partners including the Ministry of Agriculture, the Environmental Protection Agency, the Forestry Development Authority, the UNFAO, the Ministry of Transport (Meteorological Department), the Ministry of Finance and Development, the UNDP Liberia, USAID, Conservation International, etc, at the national level and within Bomi County.
A first assessment will be done based on information from relevant institutions and experts on broader climate change issues in key development sectors (with emphasis on Agriculture) within Liberia. The study will then narrow down in scope to the project districts in Bomi County.

In particular, the consultant will conduct gender-segregated analyses of livelihood, to identify, to analyse and to document prevailing cultivation methods, to identify climate risks related to these methods and to support the communities through advice.

**Keys tasks:**

- Work with key relevant technical partner institutions and experts to identify broader climate change issues, review existing and past climate change interventions at national level and particularly in Bomi
- Review existing secondary data on key weather elements including rainfall, and temperature over a select period of time.
- Identify the prevailing climate change hazards, their associated impacts on farming and community livelihood as well as the most affected groups
- Assess occurrence of climate change hazards over the last two years, compare with data on weather elements and determine trends
- Analyze the exposure and sensitivity of major farming assets including crops, livestock, infrastructure, etc.
- Assess current coping mechanisms and overall adaptive capacity and their extent of effectiveness to develop a vulnerability profile of the communities
- Work with communities to propose adaptation/mitigation actions for the respective climate change hazards and develop a plan for the implementing the actions to manage the associated risks
- Discuss the findings with relevant project counterparts, county stakeholders and the project staff and initiate discussions with county stakeholders for mainstreaming implementation of the risk management actions into county development agenda and other policies

**Methodology:**

The consultant will scope with relevant stakeholders and actors in the sector both at national and county level (Bomi County) and review existing assessment reports including the Liberia National Adaptation Program of Action as well as reports from associated pilot adaptation interventions and assessments of climate change scenarios in Liberia by USAID UNDP, etc to establish context. Additionally, the consultant will review existing data of Liberia’s weather pattern including rainfall, temperature as well as trends of key hazards including floods, heat waves and droughts especially in the project areas. There will be field visits for site observation and the use of participatory tools ideal for climate change risk assessment with farmers in particular and the community in general. He/she will facilitate community participation, exchange of ideas and decisions among the community and other stakeholders. Specifically:

- The consultant should use basic tools relevant to the Climate change context like:
  - Climate risk maps
  - Community historic
  - Focus group discussion
  - Historical transect
  - Local resource maps
  - Matrix ranking
  - Problem analysis
  - Timeline
  - Vulnerability mapping and profiling
  - Adaptation action planning
The consultant will facilitate the whole process integrating participatory approach: the farmers in particular and the community should be involved in the process of adaptation. He will develop variable adaptation options with them. The consultant will support the communities to develop an Action Plan for the implementation of the strategies of mitigation of the Climate change risks.

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Outcomes/Deliverables
The Assessment will:

- Identify the various kinds and levels (ranking) of existing and potential risks for farming communities in the project areas.
- Identify the level of vulnerability of the community based on the exposure and sensitivity to the kinds of hazards identified and the current adaptive capacity of the community by findings of the assessment.
- Propose actions for managing the climate change risk identified and for use in future adaptation planning by the communities Support the community to to plan for developing a Preparedness Plan and a Response plan when these risks occur.
- A draft assessment report of no less than 10 pages should be prepared by the consultant. The inception report will set out team’s understanding of the task, the methodology and production of the final report.

Key Outputs

- An Inception Report which includes a proposal of methodologies to be used by the executing consultancy feedback from initial scoping with key sector stakeholders, the structure of the TOR and initial review of secondary data.
- Validated Report of findings from assessments and consultations on climate risks and vulnerabilities including climate risk profiles.
- Validated proposed for actions for managing the risk identified and building resilience for farming communities to the impacts of the climate change hazards identified.

Key Competences

- Excellent English written communication skills, with analytic capacity and ability to synthesize issues and relevant findings for the preparation of quality proposals and reports;
- Ability to speak read and write technical and conversational English.
- Ability to understand concepts easily and to synthesize information from different sources into a coherent document;
- Skill in fact-finding in rural communities;
- Skill in achieving results through persuading, influencing and working with others;
- Skill in facilitating meetings effectively and efficiently and to resolve conflicts as they arise;
- Maturity and confidence in dealing with senior and high-ranking members of government, international, regional and national institutions;
- Displays sensitivity and adaptability to different cultures, genders, religions, races, nationalities and age groups;
- Good oral communication skills and conflict resolution competency to manage inter-group dynamics and mediate conflicting interests of varied actors;
- Good team player, self-starter, has ability to work under minimum supervision and maintain good relationships.

Required Experience:
At least 5 years of relevant experience in the area of climate change management (adaptation or mitigation) especially in the agriculture sector.

- Experience with areas of integrated land use planning including landscape and ecosystem management,
- Experience with environmental assessment and policy analysis and reforms especially involving climate change and its impacts in the agriculture sector of least developed economies (experience with GEF, LDCF, SCCF or AF project is a strong advantage); Previous experience with GEF will be an asset;
- Work experience in climate risk management/ disaster risk reduction work, especially in African countries;
- Experience in dealing with policy issues related to Food Security and Nutrition and Poverty Reduction in the context of adaptation to climate change;
- Experience working with rural communities in Least Developed Countries preferably Africa (West Africa experience most preferred) Experience in policy development processes associated with environment and sustainable development issues (mainstreaming of women empowerment);

**Required Education**

Master’s degree or its equivalent in, development studies Environmental Science & Policy, Environmental Economics, Agro-Forestry, Meteorological Sciences, Environmental Law, or related discipline, Ph. D is a plus..

**Timeline for the service:**

This consultancy duration is June 20-July 25, 2016 and the consultant will work with both SURIDO and Plan International-Liberia staffs throughout this service. However, the technical proposal will drive the desire outcome.

**Submission of proposals and selection criteria:**

Responding consultants should prepare and submit by the 15th of June 2016, a financial and technical proposal including Technical financial proposal, budget, and expression of interest;

All Proposals must contain a copy of the proposer’s Business Registration Certificate

All proposals must provide references including contact information.

Work plan including proposed timeline

Detailed budget of costs

CV of lead or team of consultants

Evident of similar previous works done for international organization similar to Plan International-Liberia

Note: Failure to comply with any of the above requirement will cause the proposal to be rejected. Submissions should be sent through either Email: Liberia.Consultantsinfo@plan-international.org

Or hard copy to:

The Country Director
Plan International-Liberia
Old Sophie Community
Congo Town
Monrovia -Liberia