CARE International in Myanmar

Terms of Reference: Baseline survey consultant
Project: The Climate Learning Pilot

Location of assignment: Yangon and Lashio
Duration of assignment: Estimated 30 working days
Responsible to: Program Director – Rural Program
Main counterparts: Senior Manager, Program Advisor (Climate Resilience), Director - Information, Documentation and Monitoring and Evaluation (IDME)

CARE International in Myanmar

CARE is an international development and humanitarian aid organisation fighting global poverty, with a special focus on working with women and girls to bring lasting change to their communities. As a non-religious and non-political organisation, CARE works with communities to help overcome poverty by supporting development efforts and providing emergency assistance. We believe supporting women and girls is one of the most effective ways to create sustainable outcomes in poor communities.

CARE International in Myanmar’s programs focus on gender-based violence; food and livelihood security; disaster risk reduction; sexual reproductive health rights; peace-building; and policy and law reform in related areas.

1. PROJECT INFORMATION:
The Climate Learning Pilot (CLP) is a pilot project implemented by CARE International in Myanmar (CIM), through CARE Denmark (CDK), in targeted communities in Lashio Township, in Northern Shan State. With a special focus on gender, the pilot aims to strengthen the climate resilience of vulnerable groups and, taking account of sensitive local contexts, seeks to generate evidence and learning around two main areas, namely,

1. Documenting good practice on community-based adaptation to guide the integration of climate adaptation across the CARE International in Myanmar long-term rural programme (What are the most important elements to include in CIM projects to increase the climate resilience of vulnerable women and girls?).
2. Generating evidence and learnings on doing climate resilience programming in sensitive local contexts, with a particular, but exclusive focus, on supporting women and girls at the intersection of climate resilience and the sensitive local context.

As part of the CLP, Climate Vulnerability and Capacity Analyses (CVCA) will be conducted in the target communities, and, ultimately, Community Adaptation Action Plans (CAAPs) will be developed. As an initial step however, the pilot seeks to undertake a baseline survey, in the first instance, in order to benchmark climate resilience indicators for measuring progress and impact and, secondly, to provide an empirical understanding of important community-level differentials in terms of climate resilience, livelihoods, natural resource use, access to land, access to information and markets and financial services. This, more granular understanding will be used as a point of departure for ensuring that the design and implementation of the CVCA, and development of the CAAPs, are as inclusive as possible. The aim here is also to capture some of the livelihood impacts of the sensitive local context, such as which groups are impacted, and how such impacts might undermine efforts to strengthen resilience.

2. BASELINE SURVEY PURPOSE

As stated above, the purpose of this baseline survey is, in the first instance, to support in the design of data collection methodologies, and to lead on data collection for indicators described in the results framework for the project (see Results Framework). The baseline should be manageable, and the methodology should be replicable for the mid-term and final evaluation processes as well as for the ongoing monitoring processes. The baseline survey will provide the benchmarks against which any changes resulting from the project interventions and results will be measured.

Also stated above, additionally, the survey is intended to provide a data set for an empirical analysis and understanding of important community-level dynamics relating to both climate and impacts arising out of the sensitive local context. This will be used as a basis for designing various CLP activities moving forward, particularly, Climate Vulnerability and Capacity Analysis (CVCA) and the development of Community Adaptation Action Plans (CAAPs) sensitive to local context.

The consultant will support to develop the baseline survey (bearing in mind it’s dual objectives) and, lead on the collection of data in line with the developed baseline survey. The dual objective of the baseline requires the integration of several frameworks and methodologies (see Scope of Work and Methodology below), as well as a small number of deep-dive, exploratory Focus Group Discussions (FDGs), in order validate some of the data, and to provide a better understanding of community-level dynamics relating to climate and the sensitive local context.

3. SCOPE OF WORK & METHODOLOGY

To benchmark climate resilience, the ACCRA-Local Adaptive Capacity Framework will be used. This implies the inclusion in the baseline of indicators which fit into each of the 5 pillars of the ACCRA LAC Framework (asset base, access to knowledge and information, capacity to innovate, institutions and entitlements and flexible and forward-thinking decision-making and governance). The indicators required for the application of the ACCRA LAC Framework to measure climate resilience impacts will be collected alongside narrower climate resilience
indicators, such as experiences of the impacts of climate shocks and capacities to recover losses incurred by climate shocks. In order to provide a more granular understanding, both of the pilot’s progress and impacts, as well as of community-level climate dynamics, methods to identify community-level clusters, along poverty lines, is to be undertaken. The clusters are to be defined using the Poverty Probability Index (PPI). The application of the ACCRA LAC Framework to the identified clusters will not only provide benchmarks against which to assess climate resilience impacts for each of the clusters (and ensure that the most vulnerable are indeed also beneficiaries), it will also provide meaningful insights into climate resilience differentials and adaptation strategies within target communities.

With this in mind, the baseline will include:

1. Indicators to benchmark climate resilience. These indicators will be developed to cover the 5 pillars of the ACCRA-Local Adaptive Capacity Framework, and include, indicators (amongst others) relating to, ‘access to land and other productive resources’, ‘capacity to innovate’, the ‘capacity of local organizations to mobilize government to provide basic services’, ‘market access’ and ‘access to information, including rights and entitlements’.
2. Indicators to benchmark the livelihood impacts of the sensitive local context.
3. Indicators required to perform Poverty Probability Index analysis.
4. Segmentation methods to cluster households by probability of being poor (below the National Poverty Line)
5. This clustering will be used as a basis for understanding
   a. Climate Resilience across poverty clusters (applying the ACCRA-LAC Framework to each of the cluster)
   b. Livelihood (including land rights and market access) and natural resource use, dependency and climate exposure of various poverty clusters.
   c. Livelihood impacts, arising from a sensitive local context, for different poverty clusters
   d. Inclusion and capacity to mobilize local government to provide basic services, including information for different clusters
   e. Capacities of different clusters to reduce vulnerabilities to various shocks, including the local sensitive context.

4. CONSULTANCY DELIVERABLES
The consultant will work closely with the CLP project team throughout the assignment, for the following deliverables:
   a. Inception report setting out baseline study approach (sampling framework, data collection strategy and methodologies, tools, criteria etc.), as well as work plan for the baseline study including data collection processes, quality assurance plan setting out the systems and processes for assuring the quality of the research process and deliverable (pileting of research activities and tools; logistical and management planning; field work protocols and data verification; data cleaning and analysis).
   b. Data Collection Tool: Support project team in developing the data collection tool, including data required for PPI and the application of the ACCRA-LAC Framework.
c. **Data Collection**: Collection of baseline data for a statistically scientific sample of the target population.

d. **Baseline database** including all primary data collected cleaned and in Excel. Preferably the baseline data is collected using Kobo Collect, otherwise data must be inputted into Excel.

e. **Focus Group Discussions**: Conduct a few ‘deep-dive’ Focus Group Discussions with selected ‘clusters’.

f. **Reporting**: Report on outcomes of Focus Group Discussions. This “report” should consist of elaborate, edited notes from the Focus Group Discussions.

g. **Reporting**: Support data analysis and reporting of baseline data.

6. **Duration and time frame**

The study shall be expected to take a maximum of 30 consultant days.

7. **Consultant requirements**

I. Relevant degree(s) in social sciences or development studies.

II. Strong experience with and knowledge of participatory qualitative and quantitative research methods and sampling strategies.

III. Statistical analysis skills and strong proficiency with data analysis packages.

IV. Proven experience in conducting baseline study surveys and evaluations, with research experience in the areas of agricultural technology adoption, smallholder farmers, value chains analysis, gender, and capacity strengthening.

V. Understanding of cluster analysis

VI. Excellent communication and written skills in English and where possible knowledge of local languages and the ability to present data concisely and clearly.

VII. Disclosure of conflict of interest.

8. **Submission of Proposal**

Interested Consulting firms or individuals are expected to submit a detailed expression of interest (technical and financial proposal) with the following components:

- Proposed work schedule (schedule of field visit)
- Proposed Budget (Including daily consultancy rate, domestic transport and accommodation will be covered by CARE International. Perdiem or meal costs will not be provided).
- Proposed survey team structure (if a firm);
- If the service provider is a firm, please submit organization’s profile of the firm experience and capacity in the specific field (or) if the service provider is an individual, please submit an up to date CVs and include experience and capacity in the specific field;
- An analytical writing sample of max. 5 pages from a previous baseline/evaluation report, preferably in the areas of agricultural technology adoption, smallholder farmers, value chains analysis, gender, and capacity strengthening

CARE is an equal opportunity employer committed to a diverse workforce. Women, ethnic minorities and people with disabilities are strongly encouraged to apply. CARE is committed
to protecting the right of children. CARE reserves the right to conduct screening procedures to ensure a child safe environment.

Please note that the consultants are required to provide proof of registration and payment of applicable taxes as per Myanmar Law. Unless, withholding tax will be applied as required by Myanmar Law and we will deduct Withholding tax 2.5% of the total contract amount.

Interested applicants are requested to submit above-mentioned documents to the address below not later than 25 February 2020. Please clearly mention the announcement number ‘CARE/CO/CONS/1450’ and job title “Baseline Survey Consultant for Climate Learning Pilot Project” in the Subject line.

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