



Terms of Reference

Title:	DFID BRACED Consultancy Services to finalise the BRACED Resilience Assessment Framework and to develop a comprehensive ToT training package for field staff
Duty Station:	Myanmar Country Office with possible field visit
Period:	15th Feb– 15 th April 2015
Duration:	<u>Estimated</u> 8 days for review and finalisation of BRACED framework and 8 days for development of training

Background

DFID has recently awarded an Alliance led by Plan International a three year grant to implement the Building Resilience and Adaptation to Climate Extremes and Disasters (BRACED) programme in Myanmar. A six month development phase undertaken in 2014 allowed the Alliance to develop a comprehensive resilience building model which includes a robust M&E framework and a Community Resilience Assessment and Planning Framework. The BRACED Myanmar project has a particular emphasis on building the resilience of women and children to climate extremes.

The Alliance (including Plan International, World Vision, ActionAid, UN Habitat, BBC Media Action, and the Myanmar Environmental Institute) will undertake community resilience assessments in 168 target communities to better understand what hazards communities are exposed to, causes and consequences of vulnerability, and what capacities exist and are required within the communities. This will help to identify specific resilience actions that will be scaled up on the ground across Myanmar, to build the resilience of most at-risk communities to cope with climate extremes.

The BRACED Myanmar Alliance, as part of the development phase, developed a **BRACED resilience assessment framework and guidance manual**. This manual was developed based on a thorough review of existing tools and methods used by Alliance partners and the wider resilience sector (DRR, CCA and environmental management) to undertake community risk assessments. The manual highlights an agreed set of steps that must be undertaken with communities to adequately define – in a participatory, inclusive and risk informed manner – what the most appropriate resilience actions should be. It does not prescribe specific tools but identifies what tools are available and offers guidance on how to use them.

The BRACED resilience assessment additionally integrates a Do No Harm approach that intends to limit conflict, environmental degradation or exclusion that could arise through implementation of the BRACED project.

Experience from a number of DRR and resilience programmes and consortiums in Myanmar has highlighted the challenges of rolling out complex community assessment tools and processes in Myanmar. It is acknowledged that in its draft format the BRACED resilience assessment guidance requires further refinement. The immediate barriers have been identified as:

- Use of complex terminology that limits understanding by project implementation teams and communities.
- Climate Change is an emerging sector in Myanmar and access to accurate climate information and data is limited.
- Addressing inclusion in community assessments has been weak and efforts must be made to integrate inclusion practices into tools to ensure participation in decision making and planning of vulnerable groups during assessment.

- Experience of undertaking community vulnerability and risk assessments in Myanmar is (mostly) limited to disaster related hazards and not longer term climate change processes.
- Participation of women, girls and boys and other marginalised groups in resilience building awareness raising and action planning remains limited.
- The funds available for undertaking community resilience assessments are limited and therefore access to technical experts that can collect and analyse complex resilience information and data is limited.

Objectives of the consultancy

The objective of this assignment is therefore to:

- 1) Refine the BRACED resilience assessment framework into a user friendly guidance manual for the BRACED implementing teams and staff.
- 2) Develop a comprehensive TOT training module for field staff based on the final BRACED resilience assessment framework guidance manual.

The assignment is divided into 2 parts. Consultants may choose to undertake one or both components of this assignment or to compile a team to undertake both parts. However if only one part is selected then the consultant must be prepared to work closely with the other consultant/team to ensure that both components are aligned.

Part 1: Refine Resilience Assessment Framework and Guidance Manual: <i>Based from Plan Myanmar's Yangon Office and Home Based as appropriate</i>		
Scope of Work	Estimated No of days	Deliverables
<ul style="list-style-type: none"> • Work with the BRACED Alliance Coordination Unit (ACU) to identify key features and requirements for the updated guidance manual, • Review the draft resilience assessment framework manual and identify key areas for strengthening and approaches for simplifying content and revising language to be understandable to non-technical staff, • Review the child DRR/CCA, gender and Inclusion tools and questions and strengthen guidance and processes for integrating inclusive practices in the assessment process, • With support from the (ACU) design and hold a planning workshop with Alliance partners and the DRRWG to receive inputs into the BRACED resilience tool. • Refine the resilience assessment steps in line with inputs from Alliance partners and wider stakeholders (Myanmar Consortium on Community Resilience/DRR Working Group) • Identify additional tools and materials and where appropriate prepare templates and additional guidance to support field staff communities to undertake specific assessments, • Meet with the Myanmar Consortium on Community Resilience to identify cross over and linkage between BRACED and MCCR community assessment frameworks. (MCCR has produced the Inclusive Community Assessment manual that provides simple guidance for DRR based community assessments – the BRACED manual should align with this). • Finalise the BRACED resilience Assessment Manual 	<p>0.5</p> <p>0.5</p> <p>1</p> <p>1.5</p> <p>0.5</p> <p>1</p> <p>1</p> <p>2</p> <p>Estimates Total 8 (to be negotiated)</p>	<p>A <u>User friendly</u> BRACED Resilience Assessment Guidance Manual that:</p> <ul style="list-style-type: none"> • Provides guidance on preparation and community sensitisation for undertaking the assessment • Presents tools in a simple and easy use manner for identifying Hazards and Risk (disasters and climate change) and assessing Vulnerability (exposure, sensitivity and adaptive capacity) and community/institutional capacity. • Presents tools in a simple and easy use manner for selecting and prioritising community resilience actions and interventions • Provides guidance on how to integrate inclusion into assessment processes and tools. (Guiding questions and tips on how to ensure inclusion/participation of at-risk groups) • Provides guidance on how to integrate Child Centred Climate, conflict, gender and environmental impact assessments as part of a Do No Harm Approach (already drafted only need to review and simplify) • Provides guidance on how to facilitate community resilience plan development and integrate into planning systems • Provides guidance on how to facilitate development of community M&E systems • Guidelines on access and use of climate data/media?
Part 2: Develop a comprehensive training module for field staff based on undertaking community resilience assessments. <i>Based from Plan Myanmar's Yangon Office and Home Based as appropriate. Some feild visits may be required for feild testing/practice during trainings</i>		

- Excellent communication, writing, and editing skills and ability to summarise and present complex and technical concepts in a manner understandable to non-technical staff.
- Ability to work under pressure to tight deadlines.
- Full commitment to confidentiality of data relevant to the project.
- Relevant university degree or higher education in development or social sciences.
- Proven ability to work with multi-stakeholders and cultural sensitivity.
- Understanding of the Myanmar community development and local governance context.

2) Training:

- Demonstrable experience in designing and implementing trainings preferably on community resilience (including climate change adaptation) assessments.
- Strong familiarity with participatory community assessment methodologies and scientific data collection and analysis tools.
- Proven ability to develop analytical skills for quantitative and qualitative information
- Strong experience in DRR/ resilience/CCA programming
- Demonstrated knowledge of the BRACED programme
- Expertise in gender, beneficiary accountability mechanisms, conflict sensitivity and Rights Based Approach and PRA processes
- Expertise in CCA & DRR cost-benefit analysis and evidence gathering mechanisms
- Excellent communication, writing, and editing skills and ability to summarise and present complex and technical ideas in a manner understandable to non-technical staff
- Ability to work under pressure to tight deadlines
- Full commitment to confidentiality of data relevant to the project
- Relevant university degree or higher education in development or social sciences
- Proven ability to work with multi-stakeholders and cultural sensitivity
- Understanding of the Myanmar community development and local governance context
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TO APPLY:

All interested applicants must submit an up-to-date CV/s of consultant/s, a proposed methodology, example of a previous assessment report or similar piece of work (for User manual assignment), daily rate and expected budget to: Myanmar.CO@plan-international.org by:

[20th February for the User Manual Assignment](#)

[27th February for the Resilience ToT Assignment](#)

Single proposals will be accepted for both assignments.

Plan provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, religion, sex, nationality, age, disability, political affiliation, marital status, or sexual orientation.

Note: This TOR is subject to change, based on the developments of the Alliance and donor planning process. Any revisions would be agreed with the successful candidate prior to finalizing the contract process.