**Endline Study for the IRCCCE Project.**

**Terms of Reference (ToRs)**

**1. Background:**

The Improved Resilience to Climate Change of Communities and Ecosystems (IRCCCE) project, funded by the Optimus Foundation of Union Bank of Switzerland, is a collaborative effort by the Aga Khan Foundation (AKF), Aga Khan Rural Support Programme (AKRSP), and Aga Khan Agency for Habitat (AKAH). This project, rooted in community-driven approaches, aims to address the impacts of climate change in Gilgit-Baltistan and Chitral. The project builds upon AKDN's extensive experience in community development and leverages partnerships with governmental and non-governmental entities to ensure its effectiveness.

**2. The Endline Survey:**

The Endline study is integral to understanding the post-intervention situation to compare with the baseline (established reference point) for evaluating project outcomes. It aims to measure key indicators, document existing conditions, and recommend strategies for effective intervention. The study will cover a review of documents, quantitative and qualitative data collection, and submission of comprehensive reports.

**2.1 Objectives of the Survey:**

* To assess the project interventions by comparing endline data with target indicators and project expected outcomes rooted in the projects Toc, through quantitative and qualitative findings to demonstrate where progress has and has not been made.
* To draft data analysis plan for each outcome indicator
* To provide recommendations rooted in evidence and research and relevant literature to inform the design, implementation of future programs, identifying key components of project that could be scaled and adapted.

**2.2 Key Indicators of the Study:**

The study will assess indicators related to enhanced conservation, construction of productive infrastructure, afforestation efforts, climate-smart agriculture practices, support to green agribusinesses, and increased knowledge on climate change impacts.

**3. Methodology:**

A mixed-method approach will be adopted, with detailed methodologies proposed by the consultant. This will include a sampling matrix, data collection tools, and measures to ensure data quality. The study will cover 10 Union Councils across four districts of Gilgit-Baltistan and Chitral.

**4. Consultant’s ToRs:**

The consultant will be responsible for various tasks, including drafting an inception report, training enumerators, conducting pilot testing, data collection, analysis, and submission of reports. Confidentiality and ethical considerations will be paramount throughout the process.

**5. Key Deliverables:**

Deliverables include an inception report, data sets, draft and final reports, and data analysis plans. Findings will be presented in workshops for feedback and validation.

**6. Qualification and Experience of Consultant:**

The consultant should have at least a master’s degree in Disaster Management, environmental Sciences, Climate change, Economics, and a minimum of 4 years of post-University experience in similar assignments, evaluations, expertise in disaster management and climate change, proficiency in data analysis, and excellent communication skills.

**7. Reporting and Management:**

The consultant will closely collaborate with AKRSP and be supervised by designated personnel. The AKRSP M&E team will provide technical support throughout the study.

**8. Study Execution Plan:**

The timeline for the consultancy is outlined, with key activities spanning document review, survey design, data collection, analysis, and reporting. The assignment is expected to take approximately 30 calendar days.

**9. Project Area:**

The data for the baseline survey will be collected from the project-targeted districts of Ghizer, Upper Chitral, Shigar, and Skardu.

**10. Hiring Process:**

Consultants will be selected through a competitive process based on proposal evaluations.

**11. Evaluation:**

**Proposals will be evaluated based on the consultant's qualifications, experience, proposed methodology, and budget.**

Applicants are required to submit the following as part of the application package.

1. Letter of interest, including the names and contact information of two previous clients who can be contacted regarding relevant experience. Consultants are also expected to disclose any conflict of interest related to this mandate with AKRSP and AKF.
2. Detailed technical proposal of not more than 08 pages demonstrating a thorough understanding of this request for proposals and including the following:
	* + Description of study approach and methodology to capture a highly impactful documentary of the project.
		+ Demonstrated previous experience in conducting similar studies and other qualifications outlined in this TOR.
		+ A proposed timeframe detailing activities and a schedule/work plan
		+ Team composition and level of effort of each proposed team member
3. A financial proposal with a detailed breakdown of costs for the study (considering an additional VAT as per Pakistan’s taxation rules)
	* + Itemized consultancy fees/costs
		+ Itemized field visits and footage capturing expenses
		+ Itemized administrative expenses.
		+ Validity period of quotations
		+ CVs of all proposed team members outlining relevant experience (annexed to technical proposal having Singed by the individual)
		+ A copy of a previous report of similar work undertaken
		+ Copy of legal registration (For registered firms)
		+ A Consulting Firm profile (if applicable).

**Evaluation Criteria**

**Proposals will be evaluated based on the following set of criteria:**

|  |  |
| --- | --- |
| CRITERIA | MAXIMUM SCORE |
| Technical Component |
| Demonstrated experience in developing documentaries and other relevant communication material  | **25** |
| Relevant Education and Technical Experience of Team | **15** |
| Proposed Methodology, and technical expertise  | **20** |
| Relevant work experience (Sample work)  | **20** |
| Technical Component Total Marks  | **80** |
| Financial Component |
| Realistic and appropriate costs for proposed work | **10** |
| All relevant costs included to carry out the proposed work including loading boarding  | **10** |
| Financial Component Total Marks  | **20** |
| Grant Total  | **100** |

**Confidentiality and Ownership of Pictures, Footages, Documents, and Equipment**

* All the pictures, videos and shoots related to the documentary will be regarded as AKRSP's intellectual property, so the mentioned outputs or part of it cannot be sold or used in any case without the prior permission of AKRSP.
* AKRSP shall be the owner of all the data collected, pictures, footage, documents, etc. prepared by the consultant,
* All the data collected must be handed over to AKRSP before final payment,

**Ethical/Safeguarding Considerations**

*Consent will be obtained before capturing any images, or shooting any video or recordings during the field training sessions, ensuring compliance with AKRSP's safeguarding policy. AKRSP-AKF is an Equal Opportunity Employer and is Committed to Safeguarding and Promoting the Welfare of Children and Vulnerable Adults and Expects all Staff and Partners to Share this Commitment.*