



SCOPE OF WORK: RISKS AND NEEDS ASSESSMENT—PROGRAM WORKING AREAS IDENTIFICATION AND DISASTER RISK REDUCTION INTERVENTIONS

About Mercy Corps

Mercy Corps is a leading global organization powered by the belief that a better world is possible. In disaster, in hardship, in more than 40 countries around the world, we partner to put bold solutions into action — helping people triumph over adversity and build stronger communities from within. Now, and for the future.

Mercy Corps started operations in Nepal in 2005. Since then the agency has been working in some of the most challenging areas to improve the lives of vulnerable individuals and communities across Nepal. This goal is attained through a systems based approach to market development, financial services, Disaster Risk Reduction (DRR), climate change adaptation and youth engagement through the lens of gender equity and social inclusion.

General Summary

Mercy Corps Nepal is implementing second phase of Managing Risk through Economic Development (M-RED II) program in four districts taking 52 hazard-prone and poverty-affected communities in the floodplain (Terai) in Kailali & Kanchanpur and the hilly districts of Baitadi and Dadeldhura in Sudurpaschim Province, Nepal. M-RED II aims to enable smallholder farming communities, particularly the most vulnerable - to be more resilient to natural hazards and the adverse effects of climate change, and to bounce back better and more quickly from natural disasters.

M-RED II program vision is to create a replicable, sustainable and scalable model for empowering smallholder farmers to build their own ecological resilience. Nepal is both food insecure and disaster prone. The country's annual monsoon brings flooding and landslides, with evidence that climate change is adding to the severity and frequency of these events. The hilly areas of Nepal are prone to incidences of floods, landslides and drought while the terai (floodplains) experience river bank cutting and flooding affecting productive land. Severe and unpredictable rainfall patterns contribute to regular flash floods, landslides, rock falls highly affecting the poor farming communities in this region.

By combining contemporary community-based Disaster Risk Reduction (DRR) approaches and livelihood work ("nexus interventions") and building on traditional social systems for mutual support (social capital), M-RED II maximizes benefits particularly for vulnerable groups, viz. lower castes, marginalized groups and women in particular. It builds strengthened social capital between community groups, enabling them to respond in a coordinated way to recurring shocks and stresses. Through a system based approach, program focuses specifically on connecting livelihoods to the larger market



system and addresses key constraints that are limiting vulnerable groups' participation in markets, such as access to finance, disrupted transportation, market instability during and after natural hazards.

For the anticipated program funding, Mercy Corps has planned to conduct the Needs and Risks Assessment through MRED II project to increase capacity to respond to program development opportunities. Mercy Corps Nepal is looking to assign expert with a strong background in the technical sectors of Disaster Risk Management (DRM) and Climate Change Adaptation (CCA) to complete the Risks and Needs Assessment in province 5 and Sudurpaschim province of Nepal.

Objectives of the Risks and Needs Assessment

The overall objectives of this Risks and Needs Assessment is to support Mercy Corps Nepal to design program for the anticipated program funding in coming year; whereas the specific objectives are as follows:

1. Review relevant documents/ literature to provide comprehensive understanding of risks and needs with a focus on key natural hazards and climatic risks.
2. Identify the most vulnerable districts and palikas in province 5 and Sudurpaschim province.
3. Assess risk of the most vulnerable communities and identify key intervention areas that can mitigate risks and simultaneously contribute to improve livelihood of the vulnerable people.

Expert/Consultant Activities

The Consultancies under this Scope of Work (SoW) covers to the details listed below.

GEOGRAPHIC AREAS SCOPING

- Work with Mercy Corps teams to identify the most vulnerable geographic areas (Districts and Palikas) for Disaster Risk Reduction (DRR) and Climate Change Adaptation (CCA) interventions.
- Identify the the most vulnerable Wards in terms of risks of the Palikas that are willing to cooperate for DRR and CCA interventions.

RISKS ASSESSMENT

- Review all available information about disaster risk in Nepal.
- Assess the risks by conducting field visit and interacting with province and local level government
- Identify key risks and hazards of most vulnerable Palikas and Wards.
- Assess the preconditions, project management risks and assumptions.



STAKEHOLDERS MAPPING

- Identify key stakeholders for DRR and CCA in the region/selected areas including public, private and civil society organizations,
- Discuss with peer agencies that are currently implementing DRR/CCA project to identify gaps and opportunities for DRR and CCA programs.

INTERVENTIONS DESIGNING

- Identify the most effective interventions for DRR in the proposed location
- Explore the interventions that can mitigate the risks and contribute to improve livelihood of most vulnerable communities (consult with the Province Government, Sectoral Ministries, Palikas and Local Communities)
- Identify the areas of interventions to work with the public, private and civil society organization in the sector of DRR and CCA
- Contribute to the development of a theory of change, logical framework, M&E plan, potential programmatic activities, and management and operational structures
- Identify opportunities to incorporate cross-cutting issues and added-value elements into the program design; (GESI, Partnerships)

Deliverables and Timelines

The consultant is expected to deliver the following:

Deliverables	Target Delivery Date
1. Submit Inception Report including; <ol style="list-style-type: none"> 1. List of most vulnerable districts in terms of natural hazards and climatic risks 2. Detailed work plan with field visit schedule 3. Tools and checklist for KIIs and FGDs 	1st week of May 2019
2. Submit draft report of Needs and Risks Assessment for feedback and inputs from Mercy Corps Nepal including list of the Palikas, key risks and recommended interventions	4th week of May 2019
3. Submit a final report (with edits, comments and suggestions incorporated, including 2 pages of executive summary which highlights - Key risks and hazards, geographic location and list of potential interventions to mitigate risk and improve livelihoods of the vulnerable people	2nd week of June 2019

The detailed activities and timeline of the deliverables will be shared by the consultant and agreed with Mercy Corps team prior to signing the contract.



Duration

The duration of the assignment will be from 1st May to 15th of June 2019 with 20 total estimated working days.

Administrative and Financial Arrangement

The consultant should have registered in PAN/VAT as per existing rules and regulations of Government of Nepal. Mercy Corps will manage and bear only transportation and accommodation for the consultant during field visits as per the Mercy Corps norms, policies and its own compliance. Mercy Corps Nepal will review the progress and quality of assignment upon submission of reports prior to approval of the payment.

Payment will be made in installments based on satisfactory completion of deliverables and submission of the reports:

Payment Plan	Deliverable	Content to be covered	Target Delivery date
1st installment Payment (20%)	1	Inception Report <i>(As per detailed deliverables highlighted above in the deliverable section).</i>	1st week of May 2019
2nd installment Payment (20%)	2	Draft Report <i>(As per detailed deliverables highlighted above in the deliverable section).</i>	4th week of May 2019
3rd installment Payment (60%)	3	Final Report with Executive Summary <i>(As per detailed deliverables highlighted above in the deliverable section).</i>	2nd week of June 2019

Required Skills and Experience

- Master in DRM, NRM, Environment and CCA, Rural Development or, Social science, or other relevant subjects.
- Minimum 3 years of experience in the design of programs or proposal writing, and demonstrable experience of successful grant applications.
- Experience conducting needs and risks assessment while developing the proposal for private and institutional donors.



- Excellent English writing and communication skills, and ability to present information logically and concisely.
- Ability to work under pressure and deliver quality products under tight deadlines and in sparse working environments.
- Strong preference given to the candidates with prior field experience and demonstrated understanding of the disaster risk reduction and management issues in Nepal.

Accountability to Partners and Participants

Mercy Corps team members are expected to support all efforts toward accountability, specifically to our beneficiaries and to international standards guiding international relief and development work, while actively engaging beneficiary communities as equal partners in the design, monitoring and evaluation of our field projects.

Deadline for Proposal Submission

Interested individual consultant or consultancy firm should submit a detailed proposal on the basis of this Scope of Work to the following address by 25th April 2019. The proposal should include:

- Technical proposal including detailed methodology to be adopted
- Detailed work plan and timetable
- Detailed budget including tax
- An example of previous similar work
- CV of consultant highlighting his/her experience in similar type of work
- VAT/PAN registered certificate

Selection Criteria

The selection of consultant will be made after reviewing the below components.

- 1) Technical proposal (80%)
- 2) Financial proposal (20%)

A quality proposal with clear methodology, tools, and work plan, as well as a financial proposal which matches the technical expertise and experience, will be selected after review by an internal committee. Only work that has been determined as meeting technical standards as mentioned in the scope of work will be evaluated.

The interested Consultant / Consultancy Firm can drop hard copy proposal (*both technical and financial*) in below address or email:

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