

**Terms of Reference: Preparation of Resilience Strategy for Suaahara II Program and designing of Community Resilience Package for improving nutritional and health status of most vulnerable communities.**

**1. Program Background:**

The USAID Suaahara II “Good Nutrition” program aims to improve the nutritional status of women and children in 40 districts of Nepal. This will be achieved through partnerships with the Government of Nepal (GoN), private sector entities, and other USAID-funded initiatives. USAID’s Suaahara II program (SP II) is a five-year integrated nutrition program, designed in consultation with the GoN and other stakeholders to contribute towards achieving the goals set by Nepal’s Multi-Sector Nutrition Plan (MSNP). Suaahara II is dedicated to improve the health and nutrition of mothers and their children in the 1000 days’ period from conception until a child reaches 24 months of age. This period is recognized as a crucial timeframe during which nutritional interventions have optimal impact on child growth and development. Suaahara II will also engage men, mothers-in-law and adolescents to expand health and nutrition knowledge and services. In particular, the program will address anemia, reproductive health, menstrual hygiene, food diversity, health service utilization and social attitudes towards delayed marriage and pregnancy. Suaahara II builds upon the work done in Suaahara I with 1000-day mothers, using an integrated cross-sectoral approach. Suaahara II will cover all 1000 day households in 40 of the 75 districts of Nepal. The program is led by Helen Keller International and managed with CARE Nepal, FHI 360, Equal Access, Environment and Public Health Organization (ENPHO), Nepali Technical Assistance Group (NTAG), Vijaya Development Resource Centre (VDRC).

CARE Nepal, one of the consortium partners of Suaahara II, is leading Health System Strengthening, Resilience - Disaster Risk Reduction (DRR) and Climate Change Adaptation (CCA) and Gender Equality and Social Inclusion (GESI). Suaahara II’s primary objectives for Resilience component is to increase the resilience of the communities and households to potential nutrition shocks. Interventions under this component address the multiple factors that directly contribute to building the capacity of households and communities to anticipate, respond to, cope with, and recover from the effects of shocks and stresses due to disasters and climate change. Suaahara II plans to work with and strengthen the existing government structures to increase resilience to potential nutrition shocks, stress and uncertainty.

**Objectives of the Assignment**

The Suaahara II aims to conduct a review of the currently available nutrition sensitive resilience interventions and activities globally in order to develop the resilience strategy and design community interventions. As part of the designing the strategy of each components of Suaahara II Program, the resilience strategy is planned to be developed focusing on increasing resilience of communities and households to potential nutrition shocks and stresses. After the review, it is expected that there will be clear understanding of current practices, gaps, and lessons learned for implementation of nutrition sensitive resilience. It will further provide a basis of Suaahara II to work on building linkage to multi-sector approach of nutrition interventions. Following the outcome of the review process, Suaahara II will pilot the designed package of intervention to 11 selected districts out of 40 Suaahara II districts.

The overall objective is to prepare the Resilience Strategy for Suaahara II Program and design Community Resilience Package (CRP) for improving nutritional and health status of most vulnerable communities specially focusing on 1000 days mother and families.

The specific objectives of this assignment are as follows:

- To review the nutrition sensitive resilience information from the lens of disaster risk reduction and climate change adaptation globally and specifying its relevancy to Nepal and to map out current practices of resilience interventions at national, sub-national and community level particularly on nutrition.
- To map out the contribution and linkage with the thematic groups of SP II, review and study the resilience interventions, frameworks and matrix globally and nationally and design the resilience strategy for Suaahara II program in context of nutrition sensitive resilience.
- To identify and assess the effectiveness of different intervention and delivery platforms to generate action oriented intervention in community, focusing on 1000 days mother and her family and provide specific intervention designs for appropriate community resilience package and generate, dissemination and support in developing common understanding on the model framework for nutrition sensitive resilience.

## 2. Proposed Methodology and deliverables

The complete study is expected to take approximately 5 weeks or about 30 work days. The proposed methodology for the task will include the following key activities:

- **Phase 1: (Week 1/ 2 days): Kick-off meeting and inception report.** The consultant will meet with the Suaahara II/CARE (SP II) team to discuss methodologies, tools and procedures and prepare an inception report that details out the methodology, timeline and field visit itinerary and present it to the team.
- **Phase 2 (Week 1/4 days): Desk review/evidences and consultation meetings.** The consultant will conduct a desk review of existing documents of resilience interventions focusing on disaster risk reduction and climate change adaptation, technologies, system and practices. He/She will also hold consultation meeting and orientation with thematic leads of SP II.
- **Phase 3 (Week 2/8 days): Field Study and consultation with Stakeholders.** The consultant will conduct field observation with communities, key informant interviews, Focus Group Discussion (FGD) and consultation meetings with district level stakeholders in two districts and four communities. Stakeholders may include representatives of DCC, DDRC, MoH, MoAD, MoSTE, and other organizations working in this sector.
- **Phase 4 (Week 3 and 4/13 days): Compilation of findings and draft report preparation.** The consultant will provide a draft report to the Suaahara II team discussing the findings of the field study, and covers all the objectives listed above. They will present the report to the Suaahara II team in country and collect their feedback and recommendations.
- **Phase 5 (Week 5 / 3 days): Report finalization.** The consultant will finalize the report incorporating feedback from the Suaahara II team and presenting recommendations for proposed resilience interventions package at community level

### Timeline

The assignment is planned to initiate from 10<sup>th</sup> October 2017. The table below shows the proposed estimated time allocated for each key task. This assignment will be accomplished 5 weeks from contract signing. A detailed time frame is given below:

SN	Activities	October 2 <sup>nd</sup> week	October 3 <sup>rd</sup> week	October 4 <sup>th</sup> week	November 1 <sup>st</sup> week	November 2 <sup>nd</sup> week
1	Meeting with Suaahara II and CARE team and discussion on methodologies, tools and procedures					

2	Preparation and sharing of inception report					
3	Desk review, consultation meetings at thematic lead meetings					
4	Field visit for consultation with relevant stakeholders in 2 districts					
5	Draft report preparation and presentation of draft findings					
6	Incorporation of feedback and submission the report					

### Key Deliverables

- 1) Resilience Strategy with multi-sector/system approach for Suaahara II program
- 2) Community Resilience Package for improving nutritional and health status of most vulnerable communities.
- 3) Two sets of both hard and soft copies of reports highlighting the findings, gaps, methodology and recommendations as per the specific objectives. The report should not more than 20 pages excluding annex will be submitted to Suaahara II Program, CARE Nepal. The annexes should include all the findings of consultations carried out with different stakeholders, communities and FGDs.

Below is a list of key deliverables:

SN	Deliverables	Timeframe
1	Inception report with detail methodology, time frame and plan including field itinerary	Within 1 weeks after contract signing
2	Consultation workshop with thematic leads of Suaahara II Program	Within 1 weeks after contract signing
3	Field study and consultation with stakeholders (community and national)	Within 2-3 weeks after contract signing
4	Draft report and presentation of draft findings to Suaahara II team	Within 4-5 weeks after contract signing
5	Final reports <ul style="list-style-type: none"> <li>• Resilience Strategy for Suaahara II program</li> <li>• Community Resilience interventions / Package</li> </ul>	5 weeks after contract signing

### 3. Reporting and Coordination

- The consultant coordinate and work closely with and report to Resilience Specialist of the Suaahara II Program. Overall technical advice will be provided by Suaahara II and CARE Nepal team.
- The consultants should work very closely with Suaahara II thematic and cross-cutting team and district team throughout the assignment.
- Administrative and other technical support will be managed by Resilience Specialist and Finance Specialist of Suaahara II Program, CARE Nepal. Furthermore, the consultant shall

coordinate and consult with other relevant Government and Non-Government Organizations for their technical inputs.

- DRR & CCA Officers will be actively involved during the field work of this process.

#### **4. Required qualification of the consultant:**

Master's Degree with 15 years' experience (Preferably PhD with 7 years' experience) in the field of disaster risk reduction, climate change, environment science, public health or any other relevant degree. S/he should have in-depth expertise on resilience principles, practices and nutritional intervention in resilience. Consultant having expertise on Malnutrition framework focusing on Food, Health and Care will be given preferences.

#### **5. Budget & payment modality**

The consultant shall bear all tariffs, duties, and applicable taxes or charges levied at any stage during the execution of the work from their consultancy budget. Accommodation cost and Transportation will be managed by CARE Nepal. All the required documents and deliverables should be submitted by the consultant before claiming the payment.

#### **5. Roles and Responsibilities**

##### **i. CARE/Suaahara II Program:**

- Resilience Specialist, Suaahara II Program, CARE Nepal will manage overall technical issues and coordination with field team (District Coordinators and DRR & CCA Officers).
- DRR & CCA Central level team and other thematic (Agriculture, Health, Nutrition, Governance, GESI, SBCC, PPP, CCA-DRR & Resilience technical coordinators) members including DRR & CCA Officers from field will provide overall technical advice.
- Suaahara II Finance Specialist, CARE Nepal will manage over all financial arrangement.

##### **ii. Consultants:**

The consultants will cover the following areas and responsibilities for this assignment:

- The consultant will closely work with and report to Resilience Specialist, Suaahara II Program, CARE Nepal.
- Timely submission of deliverables like Inception report incorporating study framework and methodology, Plans, checklist, guidelines and questionnaires; Draft and Final Report with recommendation.
- The consultant will provide 2 hard copies and electronic versions of written deliverables.
- The consultant will contact/coordinate with other relevant stakeholders as per need.

#### **6. Submission of Proposal**

For Suaahara II Program, CARE Nepal invites proposal (technical and financial) from individual consultants or consultancy firms for accomplishing this assignment based on this ToR. As part of the technical and financial proposal to be submitted, applicants should write a cover letter demonstrating understanding of the ToR, along with a proposal on proposed methodology, activities and deliverables, weekly work plans, CVs, references and experience with financial proposal.

Last date for submitting the proposal is **01<sup>st</sup> October 2017 05:00 p.m.** Proposal should be submitted to [email: npl.procurement@care.org](mailto:npl.procurement@care.org) or below address:

**The Front Desk  
CARE Nepal, 4/288-Samata Bhawan  
Dhobighat, Lalitpur  
Phone (5522800)**

The proposal should include:

- 1) The applicant's profile and current portfolio;
- 2) Relevant experience and list of clients specifying the work done for them;
- 3) Copies of organization registration or equivalent; latest tax clearance certificate (for company), or registration with social welfare council (for NGO), along with renewal (if applicable); PAN/VAT and other legal documents.
- 4) The financial proposal must be in Nepali Rupees and include a detailed breakdown of the total budget proposal including: per day rate with a validity of 90 days from the date of submission.
- 5) Filled and signed vendor profile form (ANNEX II).

*Please indicate the code in the subject line while submitting the proposal.*