



DRAFT TERMS OF REFERENCE – Testing the Building Resilience tool in Honduras

From: FFD
To: External Consultant
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Subject: Testing the Building Resilience tool in Honduras

1. Introduction

AgriCord has developed a climate strategy with the objective of increasing resilience of farmers by strengthening the organisation and adaptive service delivery of farmers' organisations as well as to contribute to the mitigation of climate change through projects reducing GHG emissions by and for FOs and their members.

Farmers' Organisations (FOs) that continuously improve and develop their core competences grow in maturity and relevance as a key agent in creating resilience in rural areas. Based on democratic principles and embracing inclusiveness towards the most vulnerable and poor, they can build efficiency as well as financial and organizational solidity. In their role representing farmers and providing services for them, FOs can become key actors contributing to climate action in four areas:

- i) give farmers a voice in climate negotiation and other relevant processes through lobby and advocacy;
- ii) improve services related to climate change to improve resilience,
- iii) explore opportunities to facilitate inclusion smallholders to mitigation exercises and
- iv) build FOs' capacities to position themselves and key actors to battle against climate change.

Closely related to the climate strategy, AgriCord is strengthening the capacity of farmer organisations through a specific tool focusing on resilience and adaptation. Before launching training of trainers process, the "Building Resilience" tool needs to be tested users' manual developed.

2. Objectives of the assignment

The assignment focuses on developing draft user manual (in English) for the AgriCord "Building resilience" tool PART I and testing the tool (in Spanish) at FO level in Honduras in collaboration with agri-agencies part participate in AFD-SEPOP program (cooperative to be confirmed later on). On the basis of the experience, the draft user manual will be finalized, allowing it to be used as one of the key instruments to integrate climate action into the AFD-SEPOP program.

AgriCord Resilience Toolkit PART I provides a tool for Farmers Organisation (FO) for conducting a climate risk assessment amongst their member farmers/producers, and to facilitate planning of efficient and feasible adaptation responses, of different kinds, in support of resilient livelihoods of FO members. The tool can be used for supporting planning of FO climate strategies or applied to formulation of a specific project. **PART I FO Members Assessing Climate Risks and Designing Adaptation**- tool is the first of the series of tools in AgriCord Resilience Toolkit that aims to analyse



climate risks and build resilience at the level of 1) FO members (Part I, related to these ToR), 2) FO value-chains and 3) FO internal and external operations.

Over the past months, the tool (Part I) has been tested with farmer organizations in Tanzania (2 cases) and in Nepal (1), both of which has been used as a basis for developing the tool related documentation including the annex. After the testing phase, a series of Training of Trainers (ToT) workshops is foreseen by the AgriCord, in order to scale up the use of tool as a part of strengthening of capacities among FO:s.

In Honduras, testing of the tool is carried with members of a specific cooperative. Although two agri-agencies have been recently in contact with the cooperative as a part of project planning, the focus of this assignment shall not be on project formulation but testing the tool for manual preparation. However, the results of the workshops will be shared with AgriCord and possibly considered in designing the intervention (to be communicated to participants).

Collaboration with CIAT/PICSA process has been discussed during the field mission in January 2020. FFD monitors current developments related to PICSA and, depending on the process, some parts between PICSA and tools testing may be coordinated as a part of this assignment.

3. Expected results

1. Draft user manual for “Building Resilience” tool, in English. It is foreseen that the manual shall be used in the training of trainers –workshops. Therefore, targeted users of the manual are especially staff of farmer organizations (FO:s) in Africa, Asia and Latin AmericaThe text part shall be complemented by supporting material such as photos and graphs.
2. Short report (max 3-5 pages) of the field-testing process, in English, including description of the process carried out with the FO, methodology used, main findings of the analysis and identified adaptation measures. In addition, the report shall include considerations on how the draft users’ manual (for trainers) should be adjusted on the basis of the experience.
3. Based on the experience and feedback of AgriCord, elaboration of final version of user guidelines (15-30 pages with photos)
4. Elaboration of 15-25 slides summarizing the main parts of the users’ manual.

4. Tasks and scope of the work of the consultant

- 1) Building on the documentation submitted by FFD (the tool –part I- related documentation), elaborate pragmatic and practical draft user guidelines(targeting FO staff as trainers) in English, for FFD comments.
- 2) Prepare the field testing phase in Honduras. FFD, in collaboration with Trias, provides information on the cooperative and facilitates the contacts.
- 3) Conduct field testing phase in Honduras. This includes 2 days for travelling, possible meeting with CIAT In Tegucigalpa, 1 day for preparing the workshop, 2 days for conducting the workshop (including gathering feedback from the participants)



- 4) Elaborate a mission report (3-5 pages) on the field testing with key findings (incorporating participant views) for FFD comments, including the results of the analysis and identified adaptation actions
- 5) On the basis of experiences and FFD feedback, finalize the user guidelines (15-25 pages with photos).
- 6) Provide presentation of 15-25 slides Powerpoint summarizing the user guideline (in English).

5. Requirements for the consultant

- Demonstrated knowledge and experience with farmers' organisations and rural development (programs) in the Latin American context as well as in Asia and Africa
- Knowledgeable about climate change, (agro)forestry etc.
- Familiar with political, economic and social context in Latin America.
- Experienced with participatory strategic planning and program design processes at FO level.
- Strong writing skills and ability to write guidelines
- Familiar with current trends in development cooperation.
- Strong facilitation skills.
- Knowledge of coffee value chain. Knowledge of cocoa value chain is an asset.
- Perfect working knowledge of English and Spanish.

6. Timing of the assignment

Process

- By Feb 23, 2020: Interested consultants submit a response to this ToR
- By Feb 26, 2020: Successful candidate will be informed, and contracts signed
- March 6, 2020: Preparatory work for the mission completed in close collaboration with FFD
- March 9-13, 2020 (tentative): Field testing phase in Honduras
- March 15 2020: Submission of draft document and draft PPT slides (well developed stage)
- March 20 2020: Submission of final PPT slides
- March 25 2020: Submission of final users' manual

Requested time investment from the consultant: 13 days

- Elaboration of draft user guidelines (targeting FO staff as trainers) in English for FFD comments. 4 days.
- Preparation of the field testing phase in Honduras. 1 day.
- Conduct field testing phase in Honduras. 5 days including the travelling.
- Elaborate a mission report (3-5 pages) on the field testing for FFD comments 0.5 day.
- On the basis of experiences and FFD feedback, finalization the user guidelines (15-25 pages with photos). 2 days.
- Development of 15-25 slides Powerpoint summarizing the user guideline (in English). 0.5 days
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