

**Terms of Reference (ToR)
For
Technical-cum-Monitoring and Evaluation Advisor**

To support South Asian Forum for Environment (SAFE) on their project “AFLOAT: Adaptive Floats as Flood Resilient Organic Aquafarming Contrivances for Marginal Farmers of South Asia Living in Climate Trap”.

About the Project:

The “AFLOAT: Adaptive Floats as Flood Resilient Organic Aquafarming Contrivances for Marginal Farmers of South Asia Living in Climate Trap” is a 24-month¹ project of the Kolkata-based South Asian Forum for Environment (SAFE) which is being funded to scale it up in various districts of Bangladesh² and India³. The project is funded by a grant from the Japan Social Development Fund (JSDF), a Trust Fund administered by The World Bank. The grant to SAFE is being managed by the Global Development Network (GDN).

The main objective of the project is to naturalize adaptive agricultural floats and aquaculture as integrated flood-resilient organic-farming contrivances for marginal farmers, of climate vulnerable areas in India and Bangladesh, living in climate-poverty trap, through technology cooperation and entrepreneurship development. This is being intended to achieve through more specific objectives as hereunder:

- To enable local adaptive capacities in hydroponic float-farming and aquaculture as an integrated climate adaptive agricultural practice (ICAAP) for augmenting community flood resilience in the intervention area.
- To ensure food security and sustainable livelihood ‘Leaving No One Behind’ in poverty-climate trap by intensifying primary productivity and promoting rural entrepreneurship with new energy interventions and preparedness.
- To promote gender equitable comprehensive growth through financial inclusion and participatory planning to strengthen local institutions that can eventually lead as cooperatives.
- To propound place-based operational guideline and policy framework for chartering community preparedness in weather extremities in vulnerable floodplains and coastal areas of India and Bangladesh

The project intends to directly benefit approximately 10,000 indigenous smallholder farmers in India and 5,000 smallholder farmers in Bangladesh.

Scope of work:

In close consultation and coordination with the project implementing organization (i.e. SAFE) and the project funding organization (i.e. GDN), the main task of this consultancy is to provide technical guidance to SAFE for the effective implementation, monitoring, and evaluation of the aforesaid project. This shall include but not limited to:

¹ Scheduled to start in early 2020.

² Satkhira, Netrokona, and Rajshahi; in partnership with BARCIK, Bangladesh

³ Majuli & Sivsagar in Assam, Supaul & Saharsa in Bihar, and 24 Prg (North & South) in West Bengal

- providing technical support to the project team in implementation of activities as suggested in the project proposal, thereby supporting the project’s objectives with a close eye to issues of quality, sustainability, and potential scalability.
- Guide (externally) the team in defining indicators and identifying relevant data sources to track the development of the project, in light of the team’s own objectives. The M&E framework that results from this exercise should be directly useful to the team to talk about the project with key stakeholders.
- accompanying the project team during its visits to the target sites and beneficiaries for monitoring purposes.
- reviewing progress reports produced by the project team and providing on them comments to help identify and address any gaps. Ensure that the reports include the information collected on the indicators included in the M&E framework.
- monitoring, assessing, and analyzing project’s progress and achievements against its stated indicators as well as objectives, and documenting them in a form of well-laid out written report for GDN’s use. The objective of this reporting is to guide GDN in understanding the state of implementation, and identifying additional support needed (if any) in support of the project’s objectives.

Reporting:

The Consultant/Advisor will report directly to Mr. Mansoor Ali Sait, the Projects and Grants Manager at GDN.

Location:

The Consultant should be based anywhere in India. Any prior relevant work experience in the targeted districts will be an added advantage.

Basis of appointment:

The appointment will be on a part-time basis requiring 30 days of involvement spreading over the whole duration of the project. The Consultant/Advisor shall be able to make herself/himself available (as it may be necessitated by the Project), either in-person or remotely through any of the viable electronic means of communication. The Consultant/Advisor will keep GDN copied on all the email communications with SAFE.

Budget:

The candidate is expected to provide a detailed budget in its application. The maximum budget (including the cost of travel to the project location, lodging, and subsistence etc.) should not exceed USD 16,000 or equivalent. Applications from teams of more than one person are welcome.

Timeline, Tasks, and Deliverables:

The schedule of timeline, project related tasks, and the expected deliverables is produced below. The Consultant/Advisor, in prior Consultation with GDN, can increase or decrease the number of days reflected in the below schedule, however, the total number of workdays shall remain no less than 30.

Indicative Timeline	Tasks	Deliverables
January-June 2020	<ul style="list-style-type: none"> • Undertake initial review of the project related documents and 	<ul style="list-style-type: none"> • A well-written report summarizing: <ul style="list-style-type: none"> – the discussion(s) held with SAFE &

(8 days)	<p>hold discussion(s) with SAFE and the Project Monitoring and Review Committee (PMRC) regarding their work plan and overall implementation.</p> <ul style="list-style-type: none"> • Monitor and assess the quality of, awareness campaigns on float farm & integrated aquaculture, stakeholder sensitization meetings, and trainings being imparted to the farmers on the targeted sites and suggest improvements, as may be needed. • Take part, as an observer, in campaigns, sensitization meetings, and trainings. • Review and validate the progress report (for the period) produced by the project team and provide comments to help identify and address any gaps. • Guide (externally) the team in defining indicators and identifying relevant data sources to track the development of the project, considering the team's own objectives. The M&E framework that results from this exercise should be directly useful to the team to talk about the project with key stakeholders. 	<p>PMRC;</p> <ul style="list-style-type: none"> – your assessment of the trainings being imparted to the farmers; – any methods/techniques that you might have suggested to bring about improvement in project implementation; – any problem areas or challenges that the project team faced or those that you might have identified, and the feasible solutions recommended to address them. <ul style="list-style-type: none"> • A copy of the M&E Framework
July-December 2020 (8 days)	<ul style="list-style-type: none"> • Continue providing technical support to the project team in implementation of project's activities, with a close eye to issues of quality, sustainability, and potential scalability. • Review the progress report (for the period) produced by the project team and provide comments to help identify and address any gaps. 	<ul style="list-style-type: none"> • A well-written report summarizing: <ul style="list-style-type: none"> – your assessment of the project's progress during the period; – any problem areas or challenges that the project team faced or those that you might have identified, and the feasible solutions recommended to address them. • An update on the filled-in M&E framework, and any revision to the framework that might have been necessary.
January-March 2021 (4 days)	<ul style="list-style-type: none"> • Continue providing technical support to the project team in implementation of project's activities, with a close eye to issues of quality, sustainability, 	<ul style="list-style-type: none"> • A well-written report summarizing: <ul style="list-style-type: none"> – your assessment of the project's progress during the period; – any problem areas or challenges that the project team faced or

	<p>and potential scalability.</p> <ul style="list-style-type: none"> • Review the progress report (for the period) produced by the project team and provide comments to help identify and address any gaps. 	<p>those that you might have identified, and the feasible solutions recommended to address them.</p>
<p>April-June 2021 (4 days)</p>	<ul style="list-style-type: none"> • Continue providing technical support to the project team in implementation of project's activities, with a close eye to issues of quality, sustainability, and potential scalability. • Review the progress report (for the period) produced by the project team and provide comments to help identify and address any gaps. 	<ul style="list-style-type: none"> • A well-written report summarizing: <ul style="list-style-type: none"> – your assessment of the project's progress during the period. – any problem areas or challenges that the project team faced or those that you might have identified, and the feasible solutions recommended to address them.
<p>July-Nov. 2021 (6 days)</p>	<ul style="list-style-type: none"> • Continue providing support to the project team in M&E based supervision of the project, with a close eye to issues of quality, sustainability, and potential scalability. • Review Final Report produced by the project team and provide comments to help identify and address any gaps. 	<ul style="list-style-type: none"> • A Final Report with details on the activities implemented and results achieved, including key lessons learned, and how the activities implemented will be sustained post completion of the current grant.