

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

Title: Consultant – Children’s Climate Risk Index & Disaster Risk Model (CCRI-DRM). (4 months over 12 months - part time)	Funding Code: funding source 30,000 SM 230391 and the rest on SC229937 WBS: WBS 2670/A0/07/802/002/003	Duty Station: Antananarivo, Madagascar
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Purpose of Activity/Assignment:

The purpose of this assignment is for an international consultant to support UNICEF and the Government of Madagascar in developing the Madagascar Children’s Climate Risk Index -Disaster Risk Model (CCRI-DRM) at sub-national level. For this assignment, the consultant will work with a national consultant and other colleagues in UNICEF and relevant government and non-government partners to identify, compile and analyze existing data sources and platforms to capture 1) climate and disaster risk and 2) vulnerability, especially for children, families, and their communities to these risks at the national and regional, and district level (if available – to be defined during data collection and analysis stage). Subsequently, an interactive open-source visualization platform presenting the subnational risk model and underlying indicators data will be embedded or developed with support from UNICEF that will assist with prioritization and planning for risk mitigation and adaptation – as well as inform preparedness and investment priorities.

The CCRI-DRM is a composite index that helps to understand and measure the likelihood that climate, environmental and other types of shocks and stresses lead to the erosion of development progress, the deepening of deprivations, and humanitarian crisis that affect children and vulnerable households and groups. It seeks to identify which areas are at risk of deepening child deprivations and humanitarian situations affecting children as a result of their exposure to these shocks and stresses, and to understand the underlying factors that could contribute to these risks.

Emphasis will be placed on the use of the CCRI-DRM assessment model and the interactive platform, providing direct technical assistance to government institutions to include child sensitive climate and disaster risk data and analysis in their planning and programming procedures.

UNICEF is seeking a dedicated, proactive consultant to work closely with UNICEF country team and a dedicated national consultant, and Government and Non-Government partners to develop a theoretical framework for the CCRI-DRM model, facilitating the identification of indicator data sets and the construction of the CCRI_DRM index indicators and model with government line ministries, and the preparation of tools, procedures, and documentations for the development of the CCRI-DRM. Once risk is understood and informed by data, high level sectoral briefs will need to be prepared to inform sector priorities for the mainstreaming of climate resilience and mitigation/adaptation investments.

Background:

Disasters, climate change, and environmental degradation present significant and escalating threats to the well-being of children globally. In order to protect the lives, health and well-being of children and strengthen the resilience and capacity of their communities to adapt essential social services to a changing climate, more frequent/extreme disasters and a degrading environment, a comprehensive child-inclusive subnational risk assessment along with data systems and policies that work across development and disaster management to identify and prioritize the most vulnerable children and services are needed. This data and analysis can be used to

inform multiple purposes: disaster risk reduction and climate change adaptation, preparedness planning, and wider development agendas.

The availability of coherent, accessible, and updated information is considered a priority to inform decision makers and promote processes of climate change adaptation, disaster risk reduction and more sustained and resilient development. Those efforts should be based on a shared analysis of risks, including multiple shocks and stresses threats, both natural and man-made threats, and using an integrated, multi-sectoral approach. This will facilitate planning and prioritization of risk areas and a better understanding of the underlying causes of increased risk levels.

Madagascar faces significant climate risks, with limited preparedness. Frequent cyclones cause widespread flooding, and recurring droughts, particularly in the southern regions, affect human health, agriculture, and the economy, worsening food insecurity. These climate challenges also strain infrastructure, such as water supply and sanitation, and hinder economic development. Madagascar's diverse climate zones experience increasing variability, including prolonged dry periods and extreme weather events. The country has experienced numerous climate-related disasters, highlighting the urgency of addressing its climate vulnerabilities. Madagascar is recognized as vulnerable to climate change impacts due to its particularly high dependence on climate-sensitive natural resources and the country's low adaptive capacity. As a result, families face loss of livelihoods, children face disruption of education and limited access to safe water, sanitation and hygiene, health and nutrition, and child protection services. There is also a greater risk of exploitation, abuse, violence, and family separation.

The overall objectives of the CCRI-DRM are to support the establishment of a national-led, multistakeholder framework on the nexus between children's climate and disaster risks and the development of their full potential in Madagascar. The CCRI-DRM subnational assessment is envisaged to capture the following components:

- A subnational Children's Climate Risk Index - Disaster Risk Model for Madagascar
- An interactive platform making the CCRI-DRM model and underlying indicator data, as well as other relevant indicators open source and publicly accessible.
- A multi-stakeholder technical platform guiding the production and update of the CCRI-DRM and the analysis and use of its' results.
- A CCRI-DRM analytical report to support the alignment and coordination of planning and programming efforts of national actors with informed by identified child vulnerabilities and risks from climate, environmental and other shocks and stresses and climate changes.
- The promotion and facilitation of the use of evidence on climate, environmental and disaster risks to support climate change mitigation and adaptation, emergency preparedness and response, disaster risk reduction, resilient development.

The initiative will support Madagascar to respond to the need for an integrated child-sensitive disaster risk information system and platform for governmental institutions at national and subnational levels. The CCRI-DRM platform will bring together data from different sources that already exist across various institutions and subsequently provide humanitarian and development partners up-to-date, context-specific information at subnational level on children's vulnerabilities, including those related to health, education, water, sanitation and hygiene, child protection and social protection, and their exposure to climate, environmental and other natural and anthropogenic hazards, shocks and stresses and disasters. This will allow for the development of tailored preparedness, mitigation, and response mechanisms informed by subnational risk data and analysis.

- Scope of Work:

The consultant will lead the development and implementation of the first version of the Madagascar subnational CCRI-DRM assessment and interactive platform, from building stakeholder arrangements, conceptual design, consolidation of the CCRI-DRM indicator data through to the construction of index, including series of consultations and trainings of key national partners. The international consultant will be working together with a national consultant who will follow the activities in country full time. The main responsibility of the international consultant will be contributing to the methodology development and analysis, as well as the production of result documents that will help the country to capitalize on the first analysis through the new methodology. S/he will work under the general guidance and supervision of the WASH Specialist climate and emergency and engage and work closely with UNICEF programme sector focal points, other UN agencies, and Government and Non-Government partners to carry out the following specific tasks:

- Support the establishment of a multi-stakeholder Steering Committee (Consider this as an option) and Technical Working Group (TWG) to guide and facilitate the development of the CCRI-DRM, while also supporting a lead (or co-leads) in engaging and facilitating inputs of other relevant line ministries, institutions, and partners. This may among others include supporting the lead (or co-leads) and Technical Working Group with the development of a concept note, ToR and work plan, meeting agendas, data sharing agreements.
- Conduct a participatory diagnosis of national capacities to provide reliable, objective, timely and sustainable information to feed the CCRI-DRM model and interactive platform.
- Conduct research and review existing tools and sources of shocks and stresses, exposure and vulnerability data and information and work with respective Government and Non-Government partners to identify existing risk factors and available indicators and data sources for the construction of the subnational CCRI-DRM model.
- Facilitate and support the development of the theoretical framework of the country's subnational CCRI_DRM model and the establishment of indicators and data sources, based on that of the global Children's Climate Risk Index in consultation with the TWG and relevant other stakeholders.
- Facilitate and support the development and implementation of the first version of Madagascar subnational CCRI-DRM model in close collaboration with the TWG, including collection, compilation and cleaning of secondary indicator data; establishing data sharing mechanisms, procedures and tools; constructing the model indices and documenting metadata; managing a review and validation process with the TWG and other stakeholders and making necessary revisions to the model; preparing documentation of the model and its results; and presenting and explaining the model and results to TWG and associated stakeholders.
- Support complementary sectoral analysis to support sector decision making.
- Work in close collaboration with the TWG and UNICEF information management team throughout the process and deliver training so they are able to maintain the model and interactive platform and make updates and adjustments in the future.
- The aim of the subnational CCRI is to use data at the national, regional and district level. Depending on data availability, some results can be presented at regional level, with justification and recommendations for data needs and collection at the district level for improved future analysis.

Child Safeguarding

Is this project/assignment considered as "[Elevated Risk Role](#)" from a child safeguarding perspective?

YES NO If YES, check all that apply:

<p>Direct contact role <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If yes, please indicate the number of hours/months of direct interpersonal contact with children, or work in their immediately physical proximity, with limited supervision by a more senior member of personnel:</p> <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>		
<p>Child data role <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If yes, please indicate the number of hours/months of manipulating or transmitting personal-identifiable information of children (name, national ID, location data, photos):</p> <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>		
<p>More information is available in the Child Safeguarding SharePoint and Child Safeguarding FAQs and Updates</p>		
<p>Budget year: 2024</p>	<p>Requesting Office: WASH</p>	<p>Section/Issuing</p>
<p>Reasons why consultancy cannot be done by staff: Technical work for data scientist, no staff currently has these technical skills.</p>		
<p>Included in Annual/Rolling Workplan: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, please justify:</p>		
<p>Consultant sourcing: <input type="checkbox"/> National <input checked="" type="checkbox"/> International <input type="checkbox"/> Both</p>		
<p>Competitive Selection: <input checked="" type="checkbox"/> Advertisement <input type="checkbox"/> Roster <input type="checkbox"/> Informal competitive (Low Value Contract)</p>		
<p>Single Source Selection: <input type="checkbox"/> (Emergency - Director's approval)</p>		
<p>If Extension, Justification for extension:</p>		
<p>Supervisor: Anneleen Van Uffelen WASH Specialist Climate and Emergency</p>	<p>Start Date: 1 May 2024</p>	<p>End Date: 15 April 2025</p>


Work Assignments Overview	Deliverables/Outputs	Delivery deadline	Estimated Budget (Percentage of payment)
<p>Development of an inception report with a workplan for the assignment. Could include (but not limited to) Review existing materials and experiences of the CCRI-DRM adaptation process, including the CCRI global model and CCRI-DRM subnational models and methodology reports, INFORM guidance, UNICEF HQ's Document Library and other KM materials, other phase 1 countries lessons including through a call with CO.</p>	<p>Inception report with proposed work plan, of 5 pages, excluding annexes.</p> <p>Possibly including update on/enhancing the existing mapping of data sources.</p>	15 May	5 %
<p>Contribute to a participatory diagnosis of national capacities to provide reliable, objective, timely and sustainable information for the production and regular update of the CCRI-DRM subnational model and interactive platform.</p>	<p>Diagnostic document of national capacities to provide reliable, objective, timely and sustainable information to feed the CCRI-DRM subnational model and interactive platform, including an overview of existing risk and vulnerability analysis and tools, and relevant data sources (10-15 pages excluding annexes)</p>	30 May	%
<p>Together with the national consultant research and review of existing risk and vulnerability analysis and tools and data sources and identify existing risk factors and available indicators and data sources for the construction of the subnational CCRI-DRM model and interactive platform.</p>	<p>Data mapping and assessment report, including available indicator data and sources for the construction of the shock exposure and vulnerability pillars of the subnational CCRI-DRM model and gaps in available data and disaggregation levels (5-7 pages, excluding annexes).</p>	30 May	%
<p>Support the construction of estimates of exposed child population to specific hazards for the pillar 1 shock exposure indicators, in close consultation and collaboration with national sources/stakeholders and the UNICEF country and global team. This includes the identification of preferred sources for hazard layers and definition of threshold values to identify exposed areas; identification of preferred source for the child population layer and, if needed, construction of a</p>	<p>(Child) population estimates for specific hazards at the agreed administrative level ;</p> <p>Maps of available hazard layers, including established threshold values to identify exposed areas.</p> <p>Map of the (child) population layer.</p> <p>Maps of the shock exposure indices.</p>	31 July	%

subnational population map for the analysis based on available census data.			
Contribute to the draft first version of the CCRI-DRM subnational index, in close consultation and collaboration with national sources/stakeholders and the UNICEF country and global team. This includes imputation of missing values and data transformation if applicable; identifying outliers and defining minimum and maximum values for the normalization of indicators; construction of individual and composite indices, and the calculation of component, pillar, and final indices; review of the consistency of the model; defining thresholds to group areas into five classes (very low to very high) for the two pillars and final index; producing result maps/layers for the first version of the model, including maps of the final index, pillars, and components.	Draft first version of the CCRI-DRM subnational model in Excel, including calculated indices and indicator data tables, and the updated CCRI-DRM indicator table with respective metadata ; Visualization of the theoretical framework of the draft version of the model ; Result maps for the draft version of the model, including maps of the final index, pillars, and components.	15 July	15 %
Train the TWG and UNICEF information management team throughout the process in the construction and update of the CCRI-DRM subnational index, including in the integration and update of indicator data in the indicator data sheets, the calculation of indices and composite indices, documentation of metadata.	Annotated agenda, materials and participant list of a training event; Brief guidance notes; Agenda/Meeting notes of on-the-job training.	15 September	%
in close consultation with the sectors, support the brief description of indicator relevance /narrative as part of the metadata complication.	Final version of the CCRI-DRM indicator table with respective metadata, including a brief description of the relevance of each indicator as a sector consultation output.	30 September	10 %
Review and validation, including: <ul style="list-style-type: none"> Facilitate a validation workshop with government and other stakeholders 	Final first version of the CCRI-DRM subnational model in Excel incorporating key recommendations of the validation process, and	30 November	20 %

<p>that have been involved throughout the entire process.</p> <ul style="list-style-type: none"> • Facilitate bi-lateral meetings/follow-up with individual stakeholders/sources on specific measures. • Revise and finalize the CCRI-DRM subnational model, including incorporation of key recommendations and/or issues identified in the validation process. 	<p>including calculated indices, indicator data tables, and the CCRI-DRM indicator table with respective metadata;</p> <p>Annotated agenda and materials of the validation workshop, participant list, workshop report and 2-page summary of main recommendations and issues for the finalization of the first version of the model. The annotated agenda would include presentation of the CCRI-DRM model, session methodologies and group work instructions;</p> <p>Meeting notes of bi-lateral consultations with key actions.</p>		
<p>Produce documentation and result maps/layers for the final version of the model.</p>	<p>Documentation of the model and result maps, including a methodology report, visualization of the theoretical framework, the CCRI-DRM indicator table with respective metadata, and an overview table of indicators and sources are finalized and ready to be shared.</p>	<p>15 December</p>	<p>20 %</p>
<p>Support the integration of the subnational model (results and indicator data) in an interactive platform (GeoSight) to share its results and promote their use</p>	<p>The subnational model (results and indicator data) is displayed in an interactive platform (GeoSight or locally developed)</p>	<p>30 December</p>	
<p>Train country focal points in the use and the maintenance of the interactive platform (GeoSight), including adding and updating results layers</p>	<p>Annotated agenda and materials of a training event and participant list; Brief guidance notes.</p>	<p>31 February</p>	
<p>Analyze risk and vulnerability data and develop Sector Briefs that capture areas of high risk, shock exposure and child vulnerability.</p>	<p>Analytical report and sector Briefs and that capture areas of high risk, shock exposure and child vulnerability</p>	<p>15 April</p>	<p>30 %</p>
<p>Estimated Consultancy fee</p>			
<p>Travel International (if applicable)</p>	<p>2 travels international from home base into country and back</p>		
<p>Travel Local (please include travel plan) (if applicable)</p>	<p>will be arranged and paid by UNICEF office with local d DSA</p>		

DSA Antananarivo (if applicable)	To be included in the consultants offer, 25 days within country (rest home office)	
Health insurance	To be included in the consultants offer	
Mandatory insurance premium		
Expected daily fees	4 months at 21.5 days per month	
Total estimated consultancy costsⁱ		

Minimum Qualifications required*:	Knowledge/Expertise/Skills required*:
<p><input type="checkbox"/> Bachelors <input checked="" type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Other</p> <p>Advanced degree in Social Sciences, Natural Science, Anthropology, Sustainable Development, Political Science, Economics, Data Science, Statistics, Public Policy, Development, or related degree areas of work.</p> <p>Proficiency in both French and English is mandatory.</p>	<ul style="list-style-type: none"> • At least 5 years of relevant professional experience related to climate change and socio-economic dimensions, and 3 years of experience in quantitative and qualitative data analysis. • Proficiency with Microsoft Excel, requirement • Analysis skills and quantitative and qualitative synthesis of information, requirement • Experience in researching and preparing written analytical reports in an accurate, concise, and timely manner, requirement • Experience in organization, facilitation, systematization, and presentation of results, requirement • Skills for facilitating and managing training processes, requirement <p>Optional:</p> <ul style="list-style-type: none"> • Communication: • Excellent personal and professional communication and presentation skills. • Strong analytical and communications skills, and a proven ability to draft a wide range of documentation (correspondence, briefing and concept notes, talking points etc.). • Proven advocacy, analytical and writing skills. <p>Teamwork:</p> <ul style="list-style-type: none"> • Strong interpersonal skills demonstrated by the ability to lead and gain the assistance and cooperation of others in a team endeavor.

	<ul style="list-style-type: none"> • Ability to build trust through operating with transparency and creating an open, positive, and enabling environment. • Ability to work in a multicultural environment.
<p>Submission of applications:</p> <ul style="list-style-type: none"> ▪ Letter of Interest (cover letter) ▪ CV or Resume ▪ Performance evaluation reports or references of similar consultancy assignments (if available) ▪ Financial proposal: All-inclusive lump-sum cost including travel and accommodation cost for this assignment as per work assignment. 	
<p>Evaluation Criteria (This will be used for the Selection Report (for clarification see Guidance))</p> <p>A) Technical Evaluation (_75_ maximum points) weight _75_ % -Previous work experience minimum 5 years in development context or with development related work -Quality of previous work of candidates in similar domains. Candidates should annex previous work with the application.</p> <p>B) Financial Proposal (25_ maximum points)</p>	
<p>Administrative details:</p> <p>Visa assistance required: <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> Home Based <input type="checkbox"/> Office Based:</p>	<p>If office based, seating arrangement identified: <input type="checkbox"/></p> <p>IT and Communication equipment required: <input type="checkbox"/></p> <p>Internet access required: <input type="checkbox"/></p>
<p>Request Authorised by Section Head:</p>	<p>Request Verified by HR:</p>
<p>Approval of Deputy Representative Operations (if operations)</p> <p>_____</p>	<p>Approval of Deputy Representative (if programmes)</p> <p></p> <p>_____</p>
<p><i>Representative (in case of single sourcing/or if not listed in Annual Workplan)</i></p>	

¹ Costs indicated are estimated. Final rate shall follow the “best value for money” principle, i.e., achieving the desired outcome at the lowest possible fee. Consultants will be asked to stipulate all-inclusive fees, including lump sum travel and subsistence costs, as applicable.

Payment of professional fees will be based on submission of agreed deliverables. UNICEF reserves the right to withhold payment in case the deliverables submitted are not up to the required standard or in case of delays in submitting the deliverables on the part of the consultant

Text to be added to all TORs:

Individuals engaged under a consultancy or individual contract will not be considered “staff members” under the Staff Regulations and Rules of the United Nations and UNICEF’s policies and procedures and will not be entitled to benefits provided therein (such as leave entitlements and medical insurance coverage). Their conditions of service will be governed by their contract and the General Conditions of Contracts for the Services of Consultants and Individual Contractors. Consultants and individual contractors are responsible for determining their tax liabilities and for the payment of any taxes and/or duties, in accordance with local or other applicable laws.

The selected candidate is solely responsible to ensure that the visa (applicable) and health insurance required to perform the duties of the contract are valid for the entire period of the contract. Selected candidates are subject to confirmation of fully-vaccinated status against SARS-CoV-2 (Covid-19) with a World Health Organization (WHO)-endorsed vaccine, which must be met prior to taking up the assignment. It does not apply to consultants who will work remotely and are not expected to work on or visit UNICEF premises, programme delivery locations or directly interact with communities UNICEF works with, nor to travel to perform functions for UNICEF for the duration of their consultancy contracts.

UNICEF offers [reasonable accommodation](#) for consultants with disabilities. This may include, for example, accessible software, travel assistance for missions or personal attendants. We encourage you to disclose your disability during your application in case you need reasonable accommodation during the selection process and afterwards in your assignment.
