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**Terms of Reference**

***Socio-cultural Study***

**SOLOMON ISLANDS**

**Country:** Solomon Islands

**Title(s) of the projects:** “Supporting Community Planning: Reducing vulnerabilities of communities exposed to natural disasters by implementing DRR and WASH mitigation measures” (SCP-3 program)

**Operations/activities location:** Guadalcanal and Central provinces

**Dates of implementation:**  Starting date: May 2015

Ending date: April 2018

*Time dedicated to the evaluation: 6 weeks*

*Expected starting date: Mid July 2015*

### Presentation of the French Red Cross and the Solomon Islands Red Cross Society

The overall mission of the French Red Cross (FRC) is to prevent and alleviate all human suffering, and contribute to all efforts related to protection, social welfare, prevention, disaster preparedness and relief, and health care. This mission and the core areas of interventions are exactly the same ones when FRC is working abroad to support other Red Cross National Societies.

Since 2010, the French Red Cross has been supporting the Solomon Islands Red Cross Society (SIRCS) to implement humanitarian and development activities with a special focus on Disaster Risk Reduction activities and community-based water, sanitation and hygiene activities.

### Brief presentation of the project

The French Red Cross (FRC) and the Solomon Islands Red Cross Society (SIRCS) are jointly implementing Disaster Risk Reduction activities through the “Together Becoming Resilient” (TBR) program. Through USAID/OFDA funds, the FRC and the SIRCS are currently running the TBR-4 program targeting communities on Savo Island (Central province) and several schools in Honiara (Guadalcanal). This ongoing DRR project aims at building safer and more resilient communities through the strengthening of partners’ capacities in disaster management at the national level.

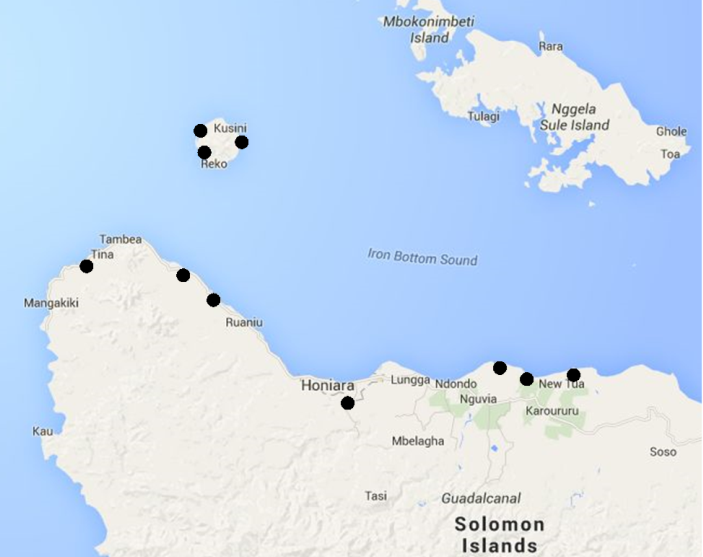
In addition to the TBR program and since 2012, the FRC and the SIRCS have been running the “Supporting Community Planning” (SCP) program with USAID/OFDA funds. This program complements the TBR intervention in facilitating the implementation of the Village Risk Reduction Action Plans (VRRAP).

A lot has been achieved during the implementation of SCP-1 and -2 programs. Much knowledge and expertise has also been gained throughout these years. SCP-3 will be even more coherent with the TBR program to continue the DRR activities, and will have a further holistic and integrated WASH approach, simultaneously targeting environmental health, water supply, sanitation and hygiene.

SCP-3 intends to go beyond the scope of TBR-4, continuing the DRR actions but also supporting the communities in implementing their VRRAP, primarily targeting the WASH actions identified by the communities as priority mitigation actions.

In addition to the three (TBR-4 targeted) communities on Savo island, SCP-3 will also (continue to) work in a number of communities in Guadalcanal province, surrounding Honiara. The three communities selected in the East side of Honiara were already included in the previous SCP programs. Following the lessons learnt, SCP-3 will continue working in those communities to realise an improved, holistic WASH situation.

A further three communities, West of Honiara, ‘en route’ to Savo island, will also be targeted in the SCP-3 program. All six communities in Guadalcanal are located along the north-east coast of the island and were heavily affected by the 2014 flash floods.



All three groups (3 communities each) are far from Honiara - between 1 hour and 1 hour and half according the road or sea situation.

Furthermore, and again in line with TBR-4, SCP-3 will also support a number of schools in Honiara. During the 2014 flash floods, these schools served as evacuation centres for an extended period of time for people affected in Honiara and surrounding communities. At that time, these schools proved to be unfitted for this purpose, especially due to the insufficient water and sanitation facilities.

In the same way as for the communities, the aim of SCP-3 in this respect is to provide support to the relevant institutions in making these schools more resilient to disasters and better adapted to be used as evacuation centers.

SCP-3 will heavily support the Solomon Islands’ DRR and WASH sectors and institutions, building their capacity in the long-term. It will do so by strengthening the collaboration and coordination with relevant institutions, including SIRCS, RWASH[[1]](#footnote-1),NDMO[[2]](#footnote-2) and MEHRD[[3]](#footnote-3)at national and provincial levels, both during “peace” time and during disaster response.

SCP-3 original overall objective is “to strengthen vulnerable communities’ capacities to cope with natural disasters impacts by implementing DRR and WASH mitigation measures”.

Expected results and indicators to reach this objective are:

|  |  |
| --- | --- |
| **Sector Name:** | **Risk Management Policy and Practice[[4]](#footnote-4)** |
| **Objective:** | To strengthen vulnerable communities’ capacities to cope with natural disasters by implementing DRR mitigation measures. |
| Number of People Targeted: | 3.000 |
| Geographic Area(s): | Guadalcanal and Central provinces |
| **Sub-sector Name:** | **Policy and Planning** |
| Indicator 1: | *Number of hazard risk reduction plans, strategies, policies, disaster preparedness, and contingency plans developed and in place* |
| Indicator 2: | *Number of communities and stakeholders involved in the development of plans, policies, and strategies* |
| Indicator 3: | *National and local risk assessment, hazards data and vulnerability information is available within targeted areas (Y/N)* |
| **Sub-sector Name:** | **Building Community Awareness/Mobilization** |
| Indicator 1: | *Number of people participating in training, by sex* |
| Indicator 2: | *Percentage of people trained who retain skills and knowledge after two months* |
| Indicator 3: | *Percentage of attendees at joint planning meetings who are from the local community* |

|  |  |
| --- | --- |
| **Sector Name:** | **Water, Sanitation, and Hygiene** |
| **Objective:** | To strengthen vulnerable communities’ capacities to cope with natural disasters by implementing WASH mitigation measures. |
| Number of People Targeted: | 3.000 |
| Geographic Area(s): | Guadalcanal and Central provinces |
| **Sub-sector Name:** | **Water Supply Infrastructure** |
| Indicator 1: | *Number of people directly benefiting from the water supply infrastructure program* |
| Indicator 2: | *Percentage of people who directly benefited from the water supply infrastructure program who use an improved water source for drinking and cooking at the end of the intervention* |
| Indicator 3: | *Number of schools that have access to sufficient and safe water at the end of the intervention* |
| **Sub-sector Name:** | **Sanitation Infrastructure** |
| Indicator 1: | *Number of people directly benefiting from the sanitation infrastructure program* |
| Indicator 2: | *Percentage of people who directly benefited from the sanitation infrastructure program who have access to and use an improved sanitation facility at all times at the end of the intervention* |
| Indictor 3: | *Number of schools that have access to sufficient improved sanitation at the end of the intervention* |
| **Sub-sector Name:** | **Hygiene Promotion** |
| Indicator 1: | *Number of people receiving direct hygiene promotion (excluding mass media campaigns and without double-counting)* |
| Indicator 2: | *Percentage of people who received direct hygiene promotion who know 3 of 5 critical times to wash hands at the end of the intervention* |
| Indicator 3: | *Percentage of households who received direct hygiene promotion who store their drinking water safely in clean containers at the end of the intervention* |
| **Sub-sector Name:** | **Environmental Health** |
| Indicator 1: | *Number of people benefiting from solid waste management, drainage, and/or vector control activities (without double-counting)* |
| Indicator 2: | *Number of communities that appear clean, free of waste, debris and livestock waste at the end of the intervention* |
| Indicator 3: | *Number of schools (/compounds) that appear clean, free of waste, debris and livestock waste at the end of the intervention* |

### Objectives and expected results from the consultancy

#### 3.1 Rationale of the study

The SCP1&SCP2 Lesson Learnt Workshop and External Evaluation, as well as several additional reflections among the SIRCS/FRC team, highlighted the fact that one of the major challenges encountered in the implementation of the program was the variation in the community engagement.

The interest and commitment of the communities varied a lot, and it represented a key factor for the success of the program at all levels (achievement of goals, sustainability, motivation of SIRSC staff, etc.).

In addition, the new SCP3 project will introduce new participatory methods with communities (CLTS and CHAST). It is therefore important to have an understanding of the sources of motivation and potential difficulties in the implementation of these methodologies.

This pushed the SIRCS/FRC to investigate how to know more about the communities and understand what drives them into a satisfactory involvement in the program.

Following other successful experiences about the inclusion of a socio-cultural study in the programs, the SIRCS/FRC decided to include this tool in the new SCP3 program. This study will identify in advance the drivers and barriers that affect the success of the program. By providing the opportunity to better understand the sociocultural context, the study will help with the development and implementation of the WASH and DRR activities, and ensure that the program is both relevant and appropriate to the setting.

#### 3.2 Objectives

The overall mission's goal is to achieve a qualitative study to produce an inventory of social and community dynamics linked to DRR and WASH activities.

The specific objectives of the study are to contribute to:

1. **Improve the quality of the deliverables of SCP-3 program, ensuring**:

* Ownership of the target population
* Participation/community engagement
* Appropriateness of the program
* Adequacy of the program processes and outputs with the community beliefs and customs.
* Appropriate technical solutions (infrastructures, hygiene promotion, awareness/training)
* Adapted community based DRR/M processes (disaster plan, contingency plan)
* Provide an understanding of perception of different sources of water vs the different uses possible

1. **Provide information for the development of methodologies**, such as CLTS and CHAST.

* What is the household profile of targeted population (numbers, age, gender of head, income, land ownership, decision making process)?
* How are women, the elderly, children, disabled people perceived by and among the targeted population?
* What important information does the Red Cross need to know about taboos, believes and social norms (local animism, religion, legends…) related to water and sanitation?
* How are human excreta and urine traditionally perceived (waste, medication…)?
* What are people's current defecation places and practices?
* Is open defecation considered as problem for the population? If yes why (privacy, security, shame, comfort…)?
* What are the main triggers for behavioral change on sanitation (shame, improved social status, law, community pressure...)?
* How will the disgust or shame approach of CLTS be perceived in the communities?
* What are current water usages? (How is water collected, treated? How is it used? Is water recycled?)
* How does the beneficiary population communicate and/or find out about new ideas?
* What is the community sense for scattered communities?
* What are the motivators for community works?

1. **Anticipate "killing" factors of SCP-3 program**:

* Limitations, constraints, barriers, such as:
  + Social norms, legislation, budget/financial, management, availability or access to facilities/commodities…
* Negative impacts, such as:
  + What could be the negative perceptions about the program?
  + What negative influence or conflict could introduce the program in the social organization or the habits of the community?

Additional details will be given during the briefing period in Honiara.

#### 3.3 Scope of the study

The 3 groups of communities SCP3 is working in (see above).

#### 3.4 Expected results

The expected deliverables of the study are:

1. **Report from the socio-cultural study,** with realistic/concrete recommendations
2. **Debriefing,** with support materials (such as power point presentations, etc.)
3. **“How to better engage communities” guide**

### The consultant

The consultant must provide a direct and clear answer to all the points contained in the terms of reference.

The consultant will closely work with the SIRCS and FRC staff. In addition, the consultant will have the opportunity to interact with the partners involved in the program.

**Consultant’s Profile**

Profile required:

* Background in Social Sciences or similar.
* Proven experience in carrying out socio-cultural studies.
* Strong reporting skills.
* At least 3 years of working experience in rural development projects; experience in the Solomon Islands or Pacific Region is an asset.
* Fluent in English compulsory (additional Pidgin is an asset).
* Knowledge of other Red Cross Movement DRR and/or WASH projects is an asset.

### Methodology

The consultant will carry out the study for a maximum of 6 weeks in the Solomon Islands. The consultancy is expected to start on **July 13th 2015.**

The steps of the evaluation:

1. Collection of information and preparation of the study

It will be facilitated by the preparatory work of compilation and synthesis of available information. The consultant will receive the following project documentation from the FRC:

* SCP3 proposal
* SCP1 and SCP2 proposals and milestones
* TBR4 proposal and milestone
* FRC strategy
* IFRC socio-cultural assessment tool for WASH programs

The consultant will work with SIRCS/FRC staff in the preparation of the field trips, training of volunteers, etc.

1. Field trip to the program targeted sites

* Preliminary visit: short visit to the 3 areas of intervention for about 6 days.
* Implementation visit: 4-5 days in each of the 3 areas of intervention

1. Debriefing

At the end of the field stage, the consultant will carry out a debriefing meeting at the SIRCS/FRC office in Honiara and with the FRC WASH Regional Delegate and FRC DRR Regional Delegate by conference call.

1. Report

The first draft report is expected one week after the field trips. Two weeks after the reception of the draft by FRC, the consultant will receive consolidated comments from the FRC (from the delegation and the HQ) to take into consideration. No more than 2 days later, the consultant will send the final version of the report to the FRC.

The consultant is free to use any method he/she thinks is relevant, subject to prior discussion with / agreement from FRC (the methodology will be validated during the pre-field mission briefing).

The written report (in English) will include a summary of the evaluation and a detailed narrative and related annexes. The consultant is expected to synthesize / summarize the findings, conclusions and recommendations. The outcomes of will be compiled in a “How to better engage communities” Guide.

The consultant will submit the following documents to the FRC Head of Delegation of SI:

- Draft report: Soft copy with all original documents in editable version (Word, Excel, etc.).

- Final report: Soft copy with all original documents in editable version (Word, Excel, etc.).

### Proposed timing

|  |  |  |
| --- | --- | --- |
| No | List of steps | Expected Deadline |
|  | Arrival in Honiara | 13th July 2015 |
| 1a | Briefing meeting at FRC and SIRCS | 14th July 2015 |
| 1b | Review of documents and preparation of the field work including interview of key stakeholders based in Honiara | 15th - 17th July 2015 |
| 2 | Preliminary visit to communities | 20th – 24th July 2015 |
| 3 | Implementation visit to communities | 27th July– 14th August 2015 |
| 4 | Debriefing | 17th August 2015 |
| 5a | Preparation and presentation of the draft report | 18th – 21st August 2015 |
| 5b | Integration of FRC and SIRCS comments/feedback on the report’s content and release of the final report | 6th September 2015 |

* **Total length of consultancy: not exceeding 6 weeks**

N.B: The planning is given as a rough guide. It can be reexamined depending on the circumstances and the methodology.

### Organization of the mission (logistic, human resources)

The SCP3 delegate will be the focal point for the consultant during the entire mission.

If possible, a skype meeting will be made with the two regional coordinators (DRR and WASH) based in Asia at the beginning of the mission for a briefing and at the end for a debriefing.

Team composition:

The FRC/SIRCS will facilitate two SIRCS volunteers (acting as surveyors, translators, etc.) during the mission of the consultant in the Solomon Islands.

The FRC/SIRCS will facilitate transportation to the communities according the schedule validated in the phase 1b.

The FRC/SIRCS will facilitate accommodation in Honiara and in the communities during the work on the field.

The cost of the volunteers, accommodation and transportation will be charged to the consultant. Please find below a table with the illustrative costs:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| DESCRIPTION | unit | estimated  plan | average  prices SBD | Total SBD |
| Accommodation Honiara | night | 18 | 750 | 13500 |
| Accommodation Savo communities | night | 10 | 150 | 1500 |
| Accommodation Guadalcanal communities | night | 12 | 100 | 1200 |
| Taxi with driver | day | 15 | 1000 | 15000 |
| Boat trip to Savo | trip | 2 | 1000 | 2000 |
| Per diem 2 volunteers/translators | day | 40 | 200 | 8000 |
| **TOTAL ESTIMATED** |  |  |  | **41,200.00** |

As mentioned before, the number of days in Honiara, in the communities and the needs for transportation might change according to the methodology and working plan that will be agreed on with the consultant.

Assets like mobile phone or computer will not be provided.

Internet access in Solomon Islands is difficult. It is available in some hotels, restaurants and SIRCS office at a low speed.

The FRC does not pay for the traveling days from location of the consultant to Honiara.

### Selection criteria and application procedure

The criteria for the evaluation of the quality of the proposal are:

* + Technical quality of the proposed methodology.
  + Experience and qualification of the consultant.
  + Financial proposal.

The evaluation proposal must include, at least:

* + A technical proposal, stating clearly and at least the evaluation methodology, the use of data collection tools, and the work plan
  + A human resources proposal, including CVs highlighting relevant qualifications and experience.
  + A budget presenting the global cost of the consultancy (covering all expenses for the consultant)

The evaluation proposal will necessarily include the consultant’s registration number. The FRC will not support the national transportation, accommodation, communication costs and support staff cost.

Interested candidates are requested to send their evaluation proposal in English in electronic format with reference “FRC-SCP3\_Socio-cultural\_Name” to the following email addresses:

[hod-salomon.frc@croix-rouge.fr](mailto:hod-salomon.frc@croix-rouge.fr)

**DEADLINE: 06th July 2015 at 8:00pm (Honiara time)**

After the review / screening of the proposals, only short-listed applicants will be contacted by phone or email.

1. Rural Wash program under the Ministry of Health. [↑](#footnote-ref-1)
2. National Disaster Management Office. The NDMO is responsible for the coordination, development and implementation of DRM in the Solomon Islands. [↑](#footnote-ref-2)
3. Ministry of Education and Human Resources Development [↑](#footnote-ref-3)
4. Regarding the amount of sub-sectors in the proposal (5), we decided to limit to three the number of selected indicators by sub-sector to avoid heavy monitoring activities. We consider that the three selected indicators guarantee the effective measurement of the planned activities. [↑](#footnote-ref-4)