

TERMS OF REFERENCE FOR CONSULTANTS

A. Introduction

1. The terms of reference for consultants describe the main tasks under this technical assistance (TA). The TA has three outputs: (i) country studies to identify opportunities for strengthening resilience of the urban poor completed, (ii) skills for using climate change and disaster risk information for developing resilience-building investments improved, and (iii) preparatory work for investment projects with an explicit focus on strengthening resilience of urban poor supported. The TA will require a minimum of 114 person-months of international and 187 person-months of national consulting services. The selection and engagement of consultants will follow ADB Procurement Policy (2017, as amended from time to time) and its associated project administration instructions and/or staff instructions.

B. Output 1

2. **Consulting services package 1:** (5 international consultants, 18 person-months, intermittent; 6 national consultants, 24 person-months, intermittent). The consulting firm will be responsible for the following outputs:

- i) Country reports that (a) propose comprehensive nationally appropriate approaches for strengthening resilience of urban poor by including interventions at household, community, and local government level; (b) identify capacity-building needs of national government and city governments in designing and implementing resilience-building investments targeted at urban poor; and (c) identify investment opportunities for strengthening resilience of the urban poor—investments could be standalone, with primary purpose of strengthening resilience or sector investments (urban development, social development, social protection, urban governance) that embed proposed approaches and measures to strengthen resilience of urban poor.
- ii) Reports of national consultation workshops to (i) present initial analysis of issues and (ii) seek feedback from government agencies on approach, capacity needs and investment requirements for strengthening resilience of urban poor.
- iii) Report of regional consultation workshop to (i) share findings emerging from the country analysis; and (ii) document common issues and approaches.

3. The consulting firm shall adopt the following approaches, as appropriate, to deliver the outputs:

- (i) review of global good practices of government programs for strengthening resilience of urban poor focusing at all three levels of households, community, and local government;
- (ii) discussions with DMC agencies at national level responsible for planning and finance, urban development, climate change, disaster risk management, social protection, governance, and decentralization to understand the government's strategy for reducing urban poverty; and identify the needs and opportunities (policy reforms and ongoing programs across sectors) available within different sectors to strengthen resilience of urban poor;
- (iii) consultations with selected city governments to better understand their needs and challenges in strengthening resilience of the urban poor women and men, including

- policy, programs, and financing available (or lack of it) with urban local bodies to deal with climate change and disaster-related shocks and stresses;
- (iv) consultations with relevant government, development partners, and non-governmental organizations (national think tanks, bilateral donors, international financial institutions, UN agencies, civil society organizations, league of cities) to document good practices (such as community-driven development approaches) and programs in urban poverty reduction with linkages to resilience;
 - (v) risk assessment (using advanced technology such as earth observation where appropriate) to better understand linkages between current and future climate and disaster risk (spatial and temporal) and urban poverty (multidimensional) to improve geographical targeting of future investments on urban poverty reduction;
 - (vi) social, poverty and gender assessments/surveys of urban poor households to understand issues (land, housing, community infrastructure, livelihoods, access to information, women participation in decision making, access to finance, etc.) in the context of resilience; and formulate suite of measures required to strengthen resilience (increase consumption support, access to finance to reduce risk and manage residual risk, support for livelihood assets, support for housing improvement, livelihoods trainings and skills, community infrastructure, access to early warning);
 - (vii) consultations with community-based organizations (such as grassroots women's organizations) to identify good practices and document challenges in strengthening resilience of urban poor; and
 - (viii) consultations with support institutions (microfinance organization, vocational training institutes, etc.) to identify their interest and challenges in participating in programs targeted at strengthening resilience of urban poor.
4. To deliver the outputs, the package will include the following indicative positions:
- (i) urban poverty reduction specialist/ Team leader (1 international, 4 person-months, intermittent). At least 10 years of relevant work experience in urban poverty reduction-related research and programs, preferably in the context of climate and disaster resilience.
 - (ii) adaptive social protection specialist (1 international, 3 person-months, intermittent). At least 8 years of relevant work experience in social protection programs, and a good understanding of adaptive social protection.
 - (iii) community-driven development specialist (1 international, 3 person-months, intermittent). At least 8 years of relevant work experience in community-driven development, preferably in urban areas. Good understanding of urban resilience issues.
 - (iv) climate change and disaster risk assessment specialist (1 international, 4 person-months, intermittent). At least 8 years of relevant work experience, and a good understanding of climate and geophysical hazard issues of the DMCs. Experience of undertaking climate change and disaster risk assessment in the context of urban development will be needed.
 - (v) urban governance and decentralization specialist (1 international, 4 person-months, intermittent). At least 8 years of relevant work experience and familiarity with decentralization processes and issues of the participating DMC. Good understanding of climate change adaptation, disaster risk management, and resilience in the context of wider governance and decentralization.
 - (vi) urban development experts (3 national, 12 person-months, intermittent). At least 5 years of work experience in urban development in the country. Good

understanding of national climate change and disaster risk management-related issues and priorities in the context of urban development.

- (vii) social development and gender experts (3 national, 12 person-months, intermittent). At least 5 years of work experience in social development issues in the context of urban development and/or social protection in the country. Good understanding of national climate change and disaster risk management-related issues and priorities in the context of social development and gender (social protection, women empowerment, urban informal livelihoods, etc.)

C. Output 2

5. **Individual consultants** (2 international consultants, 6 person-months, intermittent; 15 national consultants, 45 person-months, intermittent): The consultants will be hired on a flexible basis depending on recommendations stemming from output 1 to provide capacity building-related support to DMC agencies. To deliver the output, consultants with following indicative expertise will be engaged:

- (i) climate change and disaster risk management specialist (1 international, 3 person-months, intermittent),
- (ii) urban poverty reduction specialist (1 international, 3 person-months, intermittent),
- (iii) climate change expert (3 nationals, 3 person-months each, intermittent),
- (iv) GIS/Database expert (3 nationals, 3 person-months each, intermittent),
- (v) civil engineer (community development) (3 nationals, 3 person-months each, intermittent),
- (vi) social development and gender expert (3 nationals, 3 person-months each, intermittent), and
- (vii) urban governance expert (3 nationals, 3 person-months each, intermittent).

6. Full terms of reference of each consultant will be developed during implementation based on findings of output 1, but the generic tasks will include the following:

- (i) undertaking climate change and disaster risk assessment in the context of urban resilience;
- (ii) integrating climate change and disaster risk considerations in relevant databases;
- (iii) integrating climate change and disaster risk considerations in design standards, guidelines, manuals, and procedures; and
- (iv) undertaking capacity building for DMC staff in various aspects of resilience in the context of pro-poor urban development.

D. Output 3

7. **Consulting services packages 2 and 3** (2 firms): Two consulting firms will be selected to support two DMCs and ADB undertake project preparatory work. Full terms of reference of each consultant will be developed during implementation based on project needs. To deliver the output, following indicative positions will be included from each firm:

- (i) urban resilience specialist and team leader (2 international, 9 person-months each, intermittent),
- (ii) urban governance and institutional specialist (2 international, 3 person-months each, intermittent),

- (iii) adaptive social protection specialist (2 international, 6 person-months each, intermittent),
- (iv) community-driven development specialist (2 international, 6 person-months each, intermittent),
- (v) climate and disaster risk assessment specialist (2 international, 9 person-months each, intermittent),
- (vi) civil engineer (2 international, 6 person-months each, intermittent),
- (vii) environmental safeguard specialist (2 international, 3 person-months each, intermittent),
- (viii) procurement specialist (2 international, 3 person-months each, intermittent),
- (ix) urban development expert (2 national, 9 person-months each, intermittent),
- (x) municipal governance expert (2 national, 6 person-months each, intermittent),
- (xi) social protection expert (2 national, 6 person-months each, intermittent),
- (xii) community-driven development expert (2 national, 6 person-months each, intermittent),
- (xiii) climate science expert (2 national, 6 person-months each, intermittent), and
- (xiv) safeguard expert (2 national, 6 person-months each, intermittent).

8. Full terms of reference of each consultant will be developed during implementation based on findings of output 1.

E. Overall Coordination

9. **TA Coordinator** (1 national, 40 person-months, intermittent): The consultant will be responsible for providing direct coordination-related support to the TA team and will require experience in handling projects in urban development, social protection, community-driven development, or climate and disaster resilience. Experience of coordinating ADB projects will be preferred. The consultant will be based in ADB headquarters. Tasks will include the following:

- (i) assist the TA team in day-to-day coordination of TA outputs;
- (ii) review all TA outputs, ensuring consistency with project requirements;
- (iii) review claims of consultants to facilitate the payment process; and
- (iv) assist in coordinating regional workshops organized under the TA.