Terms of Reference

For

Contract to Conduct Baseline Study for the CAMP+ process in Kyangwali settlement and host communities, Uganda

Final Version

Background

Uganda has seen an influx of more than 1.5 million refugees mainly from South Sudan and the Democratic Republic of Congo (DRC). In the area (Kyangwali refugee settlement) chosen for testing the CAMP+ concept in the Midwest of the country, hosts more than 100,000 refugees as of October 2019. The government of Uganda has taken a welcoming attitude towards refugees, who are allowed to settle in existing communities and are given small plots of land. The demand for agricultural land, livestock grazing areas, fuelwood, charcoal, timber and poles for construction materials have exploded.

In humanitarian situations such as the one described in Uganda, interventions are usually focused on immediate needs, with little attention to longer term planning despite the fact that refugee settlements in many situations remain so for prolonged periods. The Kyangwali settlement was founded in the 1960'ies and remains active.

More holistic planning processes and innovations related to sustainable land use, energy and waste management have been sparse because of the assumed impermanent nature of refugee situations coupled with few players working in environmental protection programming.

The CAMP+ innovation project addresses these challenges by establishing the world's first model climate positive refugee settlement. Using a holistic, integrated and circular approach, it will contribute towards solving various environmental and climate challenges at once while improving the livelihoods and living standard of both refugees and host communities. In the processes leading to the desired outcomes companies, organisations and individuals from Africa and Europe with the

needed skills and motivation will be invited to contribute. The contributors may have their own funding and implementers. The processes will be managed as such, i.e. in many ways breaking with traditional project implementation, but with overall management through CARE and its partners.

Objectives and approach

The vision of the CAMP+ project is to create the world's first climate positive refugee settlement. CARE aims to do this by defining and testing a model for a self-sustaining climate positive refugee settlement that produces sustainable food and clean energy for 100,000 refugees and nationals living around the settlements. The initiative will adhere to the 70:30 humanitarian nexus policy. The proposal addresses the key focus area of green humanitarian response. The approach contributes to meeting global Sustainable Development Goal (SDG) 13 on climate change, SDG 7 on sustainable energy, and SDG 5 on Gender Equity and SDG 6 on Clean Water and Sanitation.

CAMP+ presents a holistic, integrated and circular approach by e.g. including the following elements: • Natural resource management planning • Livelihood improvements • Water and waste management • Sustainable energy (for cooking, lighting, charging, etc.) • Climate-smart agriculture and food production systems, and • other relevant measures and solutions.

One expected output of the CAMP+ processes in Kyangwali (as the pilot for the CAMP+) is systematic learning about approaches, critical pathways and junctions, social and technical solutions, as well as part or total failures: What worked, under which circumstances, with which approach.

This baseline is one early, critical step in the learning, while also serving as a foundation for the implementation of solutions and the overall process and the later assessment of what worked and how well it did work, and why did it work.

The approach to and conduct of the baseline survey should reflect the above.

Scope of work and topics

Geographical Scope: The study will be conducted in Kavule Zone, Kyangwali Refugee Settlement, Kyangwali, Kikuube District.

Respondents Scope: In addition to refugees and refugee host communities, the study will include District Officials, OPM, UNHCR, cooperative leaders and members, elected leaders, religious leaders, etc.

The consultant is expected to undertake a desk review of existing literature including CARE International Program Strategy, CARE Uganda Strategy, CARE Denmark Strategy, Livelihood Framework, CARE Monitoring, Evaluation, Accountability & Learning (MEAL) Framework and Policy, Camp+ concept, Community Development Resource Network (CDRN) proposal, Camp+ inception report, implementation plans, relevant, policy documents, official statistics, forest statistics, National Development Plan III, Refugee Response Plan among others.

Time Scope: The consultant is expected to carry out the study and report within a period not exceeding 30 days from the day of signing the contract.

Purpose of the Study

The main purpose of this study is to establish the pre-project conditions against which future changes amongst impact and target population can be measured. The study will assess the current status of natural resource management planning, livelihood, water and waste management, sustainable energy, climate-smart agriculture, food production systems, and other relevant measures and solutions in Kavule Zone, Kikuube district. The study will be achieved through the following specific objectives:

1. To profile demographic characteristics of the impact population in Kavule Zone, Kikuube district
2. To assess the level of knowledge, attitude and practices about natural resource management; waste management; water resource management; energy use and sources; food production and nutrition; climate smart agriculture, and livelihood 's planning and management among refugees and host community in Kavule Zone, Kikuube district
3. To profile geographical information of target intervention area Kikuube district. This may include climatic conditions, natural resources including forest conditions, water catchments, land use, disasters or hazards, etc.
4. To map stakeholders involved in activities under specific objective 2 that are working within the target area stating clearly what they are doing, their main focus (as in objective 2)
5. To make any specific recommendations that CARE and CDRN should take into account when implementing CAMP+

Methodology

The consultant will be responsible for developing an appropriate methodology that is capable of capturing both qualitative and quantitative information. The study will target both refugee and

host community households in Kavule Zone, Kyangwali refugee settlement in Kikuube district. The consultant is expected to propose and justify appropriate sampling strategies that will be used to draw a representative sample of beneficiary households from host and refugee communities. However, the consultant is advised to adopt a low cost sampling technique suitable for selecting small but representative study samples from both the refugee and host communities. The consultant will justify why they have adopted such a technique. However, the consultant will be required to conduct:

Key Deliverables

The following are the key deliverables to be achieved:

The Consultant:

- **Inception report:** detailing step-by-step on how the consultant will conduct the study should be submitted within 5 days of signing a contract. The report should include among others the following: *detailed methodology, work plan, baseline data collection tools that shall be approved by CARE Denmark and CDRN before commencement of data collection, outline of the content of the report, and list of possible respondents (individuals and institutions).*
- **Draft Baseline Report:** a draft report of the baseline to be reviewed by CARE and CDRN
- **Final Baseline Report**. Final report incorporating comments from CARE and CDRN to be submitted three days after the review. See the template embedded.

CARE Baseline Report
template.docx

CARE International in Uganda:
- Provide consultant with literature relevant for the study
- Monitor the overall progress of the work in line with work plan and schedule
- Provide comments for enriching the draft baseline reports and share with the consultant
- Ensure dissemination of the baseline reports/findings
- Evaluate and approve deliverables and effect payment

CDRN:
- Support survey implementation in their respective area
- Provide any information and data on their operational area as requested by consultant for designing survey or implementing field work.
- Provide feedback on the draft baseline report

Payment Mode:

CARE International will pay as follows:

- 30% of the administrative cost upon approval of the inception report
- 70% upon approval of the final baseline report

Note that CARE International will not pay for transport and accommodation during the assignment.

Duration of the Assignment

The consultant will be expected to use a total of 21 working days within a period not exceeding 40 days to complete the assignment.

Necessary Team Qualifications:

- The experts should possess at least MSc/MA degrees in natural resource management, agroforestry, environmental management, livelihoods development, development evaluation, and more than 10 years' experience in research related to innovation solutions.
- The team should have evaluation skills in design, data collection, data analysis, and preparing quality baseline reports
- Demonstrated skills in the use of information technology (Kobo toolbox/ODK) for data collection is a must and should be clearly stated in the proposal
- Experience in gender, disaster preparedness, youth employment, nutrition and climate change adaptation
- Extensive experience in assessments and evaluations of livelihoods in disadvantaged communities, especially refugee communities, including quantitative and qualitative methods
- Knowledge of farming in such communities
- Strong knowledge of Office of the Prime Minister (OPM) and UNHCR's policies and practices

Structures and Processes

Questions to OPM and UNHCR Management

Planning and execution of plans, current status, desires for future: What are the current spatial planning capacities at OPM, CRS, UNHCR and other relevant stakeholders? Is there a policy provision or guidelines for spatial planning? What spatial planning tasks are carried out at the moment in relation to the entire settlement, zones and individual villages?
Wood/trees management: What are the regulations/by laws in place and their execution?
Waste Management: What are the regulations/by laws in place and their execution?
Are there possible support to/ attitude towards business development within settlement by:

- Humanitarian actors?
- Host Community?
- Refugees?

Questions to District Officials about refugees (Probably Deputy Chief Administrative Officer in Charge of Refugees)

Role of district, current and in future:

When GoU expect settlement to be managed as integral to existing management for the rest of Uganda: Farming, forestry/wood, energy, business, education, ICT.
To what extent has the Comprehensive Refugee Response Framework (CRRF) been implemented in Kyangwali?
What are the challenges or gaps in its implementation?

Question to HH survey:

What are refugee perceptions of OPM and UNHCR, especially about regulations and their enforcement? Any fees (official or unofficial)?

Natural Assets

Questions to HH	Questions to OPM/UNHCR
Land: Land allocation by OPM: How is land being use? Is there unused land currently? Is it possible to lease or use land for free?	**Land:** Land allocation by OPM: How is land being use? Is there unused land currently? Is it possible to lease or use land for free?
Unused land: Is it possible for refugees to lease or use for free?	**Unused land:** Is it Possible for refugees to lease or use for free?
Crops: Which crops? Yields, Nutrition Seeds/seedlings, where to get? What can be gotten? Any (possible?) dry season crops? Any support given to access planting materials like seedlings? If so, who gives the support? Do you have knowledge on climate smart agriculture? Are you practicing climate smart agriculture? What kind of climate smart agriculture?	**Crops:** Which crops? Yields, Nutrition, Any (possible?) dry season crops? Any support given to access planting materials like seedlings? If so, who gives the support? Do you have knowledge on climate smart agriculture?
Trees: In settlement, uses and volumes. **In forest:** Uses/users, Trends in standing biomass, illegal activity (who are the perpetrators? who reports, who enforces), Is there any by-law, does community have forest management plans? If so, have you been sensitized on the plan? Who did so?	**Trees:** In settlement, uses and volumes. In forest: Uses/users, Trends in standing biomass, illegal activity (who reports, enforces), Does your community has forest management plans? If so, what is your experience with the plan? Find out whether it is being implemented and who is implementing it?
Fuel: Sources, volume, cost, Types of fuel used? What are they used for?	**Fuel:** Sources, volume, Types of fuel used? What are they used for? Any challenges faced in getting the fuel?
Construction materials: Types, volumes used	**Construction materials:** Types, volumes used
Animal Husbandry: Volume, opportunities, Value chains, prices along the way. Feed and fodder; from where, supply situation, prices, how many animals does your HH have? which kinds of animals do you rear?	Animal Husbandry: Volume, opportunities, Value chains, prices along the way. Feed and fodder; from where, supply situation, prices
Soil: Compost use, Soil Fertility, what is the common practice on managing soil fertility?	
Waste: Organic waste: levels, uses, problems. Inorganic waste; levels, uses	**Waste:** Organic waste: levels, uses, problems. Inorganic waste; levels, uses
Water: Availability, water harvesting? Water governance (Are there water user committees? and whether they are functional?),	**Water:** Availability, water harvesting? Water governance (Are there water user committees?

Questions to HH	Questions to OPM/UNHCR
What is the distant from water source? Water harvesting methods currently used?	and whether they are functional?), What are the gaps/barriers to do their work?
Food Security: access and availability of food. what do they purchase? and where? how much money do they spend on food? and what type/volume of their own food production (or rations) do they sell?	**Food Security:** What food do refugee get through rations?
Cooking habits: Where, how, how often? For how long? How much time do you spend getting fuelwood?	
Waste: Types and volume of waste, especially on plastic waste, where do plastic waste come **Options:** products purchased by refugees, products allocated by donors, etc.	**Waste:** Types and volume of waste, especially on plastic waste. where do plastic waste come **Options:** products purchased by refugees, products allocated by donors, etc.
Electricity: What sources do they have access to, what is it used for, and what are the costs.	

Financial Assets (only at HH level)

At household level: How much is: UNHCR allocation, Income and expenditures (from Production, Buying / selling, renting/ renting out, remittances, or other)? If any savings, what are the amounts and form (cash, bank, livestock, VSLA, other). Annual investments undertaken (production, education, assets, etc.): Which amounts and purpose (s)? Is any person in your HH a member of a saving association? How much does your HH earn in a month? What are the sources of this earnings?
Options: VSLA share out/Selling food rations/Livestock/etc

Human assets (only at HH level)

Farming: Knowledge, Attitude and Practices on farming and Soil fertility, ability to innovate
Language: How well can people communicate outside Kavule?
Mobility: For example, to Markets, who can move, how far, which benefits?
Education resources: Children in school, which level, aspiration of the parent(s)

Social assets (only at HH level)

Refugee welfare council: What does it deal with, Which Influence does it have? Is it trusted within community? To what extent have they influenced any decision making process? How inclusive are they? How often do they engage agencies and over what? What capacity gaps do they have to engage or barriers

Other social organisations, i.e. Religious, Clan, Producers/sellers: Are they providing support and solidarity, what could they do more?

Trust among neighbours (e.g. Risks of theft, physical violence?)

Rules, by the community; Any rules people know, do they adhere to them? Do others? Any rules that would be needed?

Relations to the host community: (social, cultural, business/trade) as well as possible renting of land in the host community.