Terms of Reference (ToRs)

Consultancy service: Consultancy to Conduct Climate Risk & Vulnerability Assessment and Future Climate Impact & Adaptation Scenarios for Shea.

Duration: 6 Weeks

Reporting To: African Innovations Institute (AfrII) and Ministry of Water and Environment (MWE).

1. Introduction

The Ministry of Water and Environment (MWE), in partnership with Conservation International (CI) and the Africa Innovations Institute (AfrII), is preparing a proposal document for the Global Environment Facility (GEF)-funded full-size project titled "Building a Climate-Resilient and Sustainable Livelihoods in the Shea Landscape of Northern Uganda" (GEF ID: 11701). The project aims to enhance the sustainability and resilience of the Shea landscape in Northern Uganda, through integrated land management, a strengthened natural resource governance system, and increased access to financing for inclusive climate-resilient livelihoods of the resident communities.

2. Background

Climate change is increasingly recognized as one of the most pressing challenges confronting agricultural livelihoods and natural resources in Uganda and across Sub-Saharan Africa. Highly variable temperature and rainfall patterns, and the increasing frequency of extreme weather events such as droughts, floods and dry spells are already affecting the productivity, quality, and sustainability of key crops and natural tree species that underpin rural livelihoods. Shea, which is vital for income, food security, and ecosystem services in Northern Uganda, along with other priority crops such as cereals, legumes, and horticultural products, underpins nutrition, markets,

and resilience. However, climate variability, land use change, and environmental degradation increasingly threaten their value chains from production to marketing.

This assignment will involve conducting a detailed climate risk and vulnerability assessment focused on the Shea value chain and other priority crops. It will analyze historical and projected climate data, assess the exposure and sensitivity of key livelihood systems, and model future climate impact and adaptation scenarios. The consultancy will identify current and emerging risks, as well as adaptation gaps and capacities within the Shea landscape and value chain actors. The assignment will also generate actionable, evidence-based recommendations to inform the design of integrated, forward-looking adaptation strategies. This work aligns with key GEF focal areas, including Land Degradation, through the promotion of sustainable land and resource use; Biodiversity, by supporting conservation-friendly production systems; and Climate Change Adaptation, through the development of climate-resilient livelihoods and value chains. It also supports GEF's cross-cutting priorities sustainable livelihoods and inclusive value chain development.

3. Objectives

The objective of the consultancy is to assess climate risks and vulnerabilities affecting the Shea value chain and other priority crops, analyze potential impacts under future climate scenarios, and evaluate the adaptive capacity of the Shea landscape and value chain actors to climate change. The findings will inform the integration of evidence-based, climate-resilient strategies into project development and implementation. Specifically, the consultancy will:

i. **Climate Risk and Vulnerability Assessment -** establish risks and vulnerabilities of the Shea landscape and communities livelihoods to the impacts of climate change and other systemic factors. The consultant shall examine the exposure, sensitivity, and adaptive capacity of key stakeholders including farmers, processors, and MSMEs to these risks. Additionally, the consultant will evaluate socio-economic and environmental drivers of vulnerability, taking into account inter-sectional factors such as gender, age, and income to provide a comprehensive understanding of the challenges faced.

ii. **Future Climate Impact Scenarios -** analyze projected climate trends for Shea landscape using down-scaled climate models to assess medium and long-term impacts on Shea and at least two key crops and value chain operations in the targeted districts. The consultant shall determine whether the perceived or projected impacts are regarded as a problem by local communities, including any existing autonomous adaptation practices and their limitation. The consultant shall also identify critical thresholds and tipping points that could threaten the sustainability of the Shea value chain under various climate scenarios.

iii. **Adaptive Capacity and Resilience Analysis -** apply the GEF Decision Tree framework to assess whether adaptation interventions are warranted, based on evidence of climate trends, impacts and vulnerability in the targeted districts. Assess existing adaptation strategies and coping mechanisms used by communities and value chain actors, evaluating institutional, technical, financial, and social capacities to manage climate risks and implement adaptation measures. The consultant shall also identify gaps and opportunities to strengthen resilience at household, community, and system levels, while also highlighting traditional and Indigenous knowledge practices that contribute to effective climate adaptation.

iv. **Develop Recommendations -** develop actionable, evidence-based recommendations that promote climate-resilient strategies and enhance adaptive capacity across the Shea value chain based on the current adaptation and development efforts. Assess whether proposed adaptation strategies align with or impact biodiversity, land degradation, and climate mitigation goals. These recommendations will address identified climate risks, vulnerabilities, and institutional gaps, integrating traditional knowledge and innovative approaches to strengthen value chain sustainability, and community resilience. The consultancy shall propose mechanisms for mainstreaming these strategies into project development and implementation to enhance the resilience of the Shea landscape to climate change.

4. Scope of Work

The consultancy will be conducted in selected Shea-producing landscapes in Northern Uganda. The scope of work will include:

- Review existing literature on climate risk and vulnerability related to the Shea value chain and at least two key crops.
- Review current adaptation efforts, identify gaps, synergies, trade-offs and co-benefits with development efforts.
- Use the GEF/STAP Adaptation Decision Tree to determine the appropriateness of adaptation interventions in the districts of Otuke, Pader, Agago and Kitgum.
- Collect and analyze climate data (trends and projections) and assess current and future risks to Shea value chain and at least two key crops.
- Identify vulnerable systems, populations, and sectors (especially water, agriculture, and pastoralism) and review drivers and generate recommendations.
- Facilitate community and stakeholder consultations to determine demand and perceptions of climate risks, existing coping mechanisms and strategies and their limitations.
- Map proposed adaptation pathways and their alignment with Global Environment Benefits (GEBs) and Uganda's development policies.
- Develop evidence-based recommendations to enhance climate resilience and adaptive capacity, and propose strategies for mainstreaming into project development and implementation.
- Deliver a report that includes decision-tree logic, adaptation rationale, recommendations, and a prioritization matrix.
- Facilitate a validation workshop with key stakeholders in Kampala to review findings, gather feedback, and ensure consensus on actionable recommendations.

Note: The scope of work outlined above serves as a guiding framework. The consultant shall submit a detailed methodology as part of their technical proposal, clearly describing how the

assignment will be conducted and accomplished, including proposed tools, sampling strategies, ethical considerations, and timelines.

5. Deliverables

The consultant will deliver the following:

- Inception report detailing refined methodology, workplan and data collection tools
- Draft data collection instruments (survey, FGD and KII guides)
- Interim briefing to stakeholders after fieldwork
- Draft assessment report with preliminary findings, maps and case studies
- Final report including climate risks, adaptation rationale, community perspectives, and recommended strategies structured along the GEF Adaptation Decision Tree model.
- Presentation of report to the PPG task force team for validation.

6. Timeline and payment schedule

The assignment is expected to commence on August 15, 2025 and end on September 26, 2025, lasting a maximum of 6 weeks as detailed below.

Expected output	Timeline	Format	Installment payment (%)
Inception report and data collection tools	August 20, 2025	Word doc	30
Draft report	September 12, 2025	Word doc	40
Validation workshop (online)	September 18, 2025	PowerPoint + Minutes	
Final report	September 24, 2025	Word doc	30

7. Reporting

The consultant will report to Africa Innovations Institute (AfrII) through the PPG coordinator of the Shea project development process based at AfrII. Weekly check-in will be done through emails, virtual meetings and phone calls with the cosultant to track progress, provide guidance and address and challenges. All deliverables shall be submitted in electronic format (both Word and PDF) and

editable excel files for data. The final report will include an executive summary, background, objectives, methodology, key findings, conclusions and recommendations. Annexes will include data collection tools, datasets and other supporting documents.

8. Required Qualification and Experience

The consultant should possess:

- Advanced degree (Master's or PhD) in Agrometeorology, Climate Change, Environmental Studies, or a closely related field.
- Minimum of 5 years of proven experience in conducting climate risk and vulnerability assessments, including the development of climate change adaptation strategies in agricultural or natural resource-based sectors.
- Strong expertise in climate modeling and application of Geographic Information Systems (GIS) for spatial and climate risk analysis.
- Demonstrated experience working with a broad range of stakeholders, including government agencies, NGOs, community-based organizations (CBOs), research institutions, academia, and the private sector, preferably in the context of climate change adaptation or environmental management.
- Proficiency in statistical analysis using software such as SPSS and STATA.
- Experience in qualitative data analysis, including qualitative coding techniques and tools.
- Excellent technical writing and communication skills, with a proven ability to produce high-quality reports tailored to both technical and non-technical audiences.
- Strong organizational and time management skills, with the ability to deliver quality outputs within agreed timelines.

9. Proposal Documents to include

a. Signed cover page on bidder's letterhead with the bidder's contact information.
b. Technical Proposal.

i. Corporate Capabilities, Experience, Past Performance, and 3 client references. Please include descriptions of similar projects or assignments and at least three client references.

ii. Qualifications of Key Personnel. Please attach CVs that demonstrate how the team proposed meets the minimum requirements listed in this TOR.

iii. Technical Approach, Methodology and Detailed Work Plan. The Technical Proposal should describe in detail how the bidder intends to carry out the requirements described under the Scope of Works.

c. Detailed Financial Proposal.

10. Evaluation Criteria: In evaluating proposals, AfrII will seek the best value for money considering the merits of the technical and costs proposals. Proposals will be evaluated using the following criteria:

Evaluation Criteria	**Score (out of 100)**
Does the proposal clearly explain, understand and respond to the objectives of the project as stated in the Scope of Work?	15
Does the proposed program approach and detailed activities and timeline fulfill the requirements of executing the Scope of Work effectively and efficiently?	15
Does the bidder's past performance demonstrate recent proven experience doing similar work?	30
Does the bidder and the proposed personnel have the specific technical expertise for the assignment?	20
Costs proposed are reasonable and realistic, reflect a solid understanding of the assignment.	20

11. Submission instruction

Interested Consultants or Team should submit application both hard or soft copy of your complete detailed bid including team CVs and two samples of relevant past work by **August 12, 2025** at **4:30 pm (EAT),** in a sealed envelope to the following address:

Plot 1544, Koire Close, Off Old Kiira Road, Bukoto Tel: +256768 229 363; or as pdf by Email to:

procurement@afrii.org copy to info@afrii.org

Subject line: "Consultancy - Climate Risk & Vulnerability Assessment and Future Climate Impacts & Adaptation Scenarios for Shea"

Confidentiality
All proprietary information provided by the bidder shall be treated as confidential and will not be shared with potential or actual applicants during the solicitation process. This includes but is not limited to price quotations, cost proposals and technical proposals.

Gender consideration – Africa Innovations Institute is an inclusive non-discriminative institution committed to gender equality and promoting inclusivity. Women are encouraged to apply

Prohibited practices and institutional policies- The offerors should ensure that they comply with AfrII, CCD-MWE, and CI-GEF policies on anti-corruption, anti-terrorism and other prohibited practices (https://www.conservation.org/docs/default-source/gef-documents/prohibited-practices.pdf?sfvrsn=f1e1d9f3_0)

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