



TERMS OF REFERENCE

CONSULTANT(S) TO DELIVER TRAINING WORKSHOPS FOR SMALL FARMERS ON DISASTER RISK MITIGATION AND RESILIENCE BUILDING

“Promoting the Sustainability of Farming Operations in the Eastern Caribbean through Disaster Risk Mitigation (DRM) and Resilience Building”

Background

The Caribbean Policy Development Centre (CPDC) is a legally registered non-profit headquartered in Barbados and established in 1991. CPDC serves as a regional umbrella non-governmental organisation (NGO), which supports organisations comprising small farmers, women, youth, Indigenous People, rural populations, and faith-based organisations located across the Caribbean Community (CARICOM). CPDC also has strong networking partnerships with organisations representing persons with disabilities, artisans, micro-entrepreneurs, and workers. Altogether it serves some thirty-five (35) regional, sub-regional, national, and community-based NGOs tackling economic, social, and cultural issues facing the Caribbean. The Centre also has working relationships with many other NGOs and development partners across the region.

The organisation was mandated to work with NGOs and civil society to understand how policies affecting Caribbean people are made; to share information about policies and the decision-making processes; to work to influence and bring change to the developmental process; and to support and lobby for policies that improve the lives of Caribbean people. In fulfilling its mandate, CPDC seeks to build the confidence and the capacity of the Caribbean peoples to influence public policy. Our main work modalities are research, training, advocacy, publications, public education, and institutional strengthening. CPDC is officially recognised, both regionally and internationally, as the principle representative of Caribbean NGOs working with such organisations CARICOM/CARIFORUM, Commonwealth Foundation, UN System Agencies, among others.

CPDC with funding support from the Inter-American Foundation is implementing a capacity-building project in collaboration with the NGO sectors of Dominica, Grenada, Saint Lucia, and St Vincent. The project aims to strengthen the capacity of small farmers of these countries to contribute to improved livelihoods of vulnerable populations with specific emphasis on low-income rural communities.



The intervention supported a Situational Analysis of small farmers within the sector. conducted by CPDC (2020), the assessment focused on the small farmers' knowledge, vulnerabilities, and level of preparedness to respond to the threats of natural disasters. Moreover, the assessment concluded that the livelihoods of small farmers (one of the key populations it serves) have not been sufficiently prioritized amidst the many initiatives at the macro level as regards infrastructural risk reduction, sectoral preparedness, national policy formulation, and community disaster responses. Thus, the report identified three critical areas of support to farmers (1) Water Management (2) Soil Management, and (3) Crop Management.

Given the identification of the three areas that are critical for the development of the training programme there was a focus on Implementing and adopting disaster risk reduction methods and climate change adaption techniques. Utilizing the training of trainers approach, the intervention sought to address these issues through awareness raising and training. This would include training in mitigation, resilience building, and utilizing the proposed farming techniques directed at increasing the capacity of rural small farmers as a vulnerable group.

The online Train the Trainer workshops were therefore tailored toward technical personnel in the farming sector. The overall objective of the workshop was the adoption of disaster mitigation and sustainable agricultural practices by farmers to increase their ability to respond to naturally occurring hazards and enhance productivity. Moreover, in the area of disaster mitigation and preparedness, the CPDC conducted small farmers training workshops for farmers of Dominica, Grenada, and St Vincent and provided sub-grants to two organisations in Grenada.

In 2021, a training manual for Small Farmers was developed under this project. The manual presents a participatory approach to training on regional climate change issues and natural hazards identified by small farmers in the CPDC (2019) study, these include drought, extreme rainfall events, extreme wind events, and post-disaster recovery.

To build on the support provided to small farmers during phase one of the project, CPDC wishes to undertake three (3) online three- ½ day training workshops for no less than twenty small farmers in each of the Caribbean countries of Dominica, Grenada, Saint Lucia, and St. Vincent and the Grenadines, training a total of minimum 80 regional farmers as well as deliver six (6) four-hour community sessions for small-scale farmers in two Caribbean countries.

To this end, CPDC requests the support of a consultant with technical expertise and experience in the areas of agriculture, disaster risk mitigation, and climate change adaptation



to draft and finalise three/four (3-4 page scripts) for two training lessons learnt videos in resilience building for natural disasters and deliver this training.

II. PURPOSE AND OBJECTIVES

CPDC is desirous of contracting a consultant to undertake the development of detailed training materials based on the CPDC agricultural manual and facilitate three (3) online three- ½ day training workshops for small farmers of Dominica, Grenada, Saint Lucia, and St. Vincent and the Grenadines. The training shall facilitate the expansion of the agricultural knowledge of national stakeholders from the initial training within the project's first phase. Moreover, it shall focus on the three following identified critical areas for support to farmers (1) Water Management (2) Soil Management, and (3) Crop Management as well as disaster risk mitigation strategies and techniques to enable farmers to adequately prepare for a range of natural hazards particularly those linked to the climate change impacts.

General Objective

The aim of the consultancy is to enhance the technical support available to rural populations and small-scale farmers and to support and/or reinforce their transition to utilizing disaster risk reduction strategies on their small farm holdings.

Specific Objectives

1. Review the small farmers training manual and categorize the main topics into three (3) training materials presentations, one for each online training session;
2. To develop a detailed training outline and associated materials identifying both practical and theoretical training components based on the topics outlined in the agricultural manual with specific reference for small farming operations;
3. To develop a training plan including the approach to the training within two (2) weeks of commencement of the contract;
4. To develop a comprehensive power point training presentation based on the approved training outline and covering all relevant areas and topics of the agricultural manual;
5. To deliver three (3) online three- ½ day training programme for fifteen (15) to twenty (20) small farmers in each of the four (4) countries, Dominica, Grenada, Saint Lucia, and St. Vincent and the Grenadines which considers the unique situation they face in the Caribbean;
6. To draft and finalise three/four (3-4 page scripts) for two training videos in resilience building for natural disasters to enhance the knowledge and skill set of small farmers on



adaptation and climate resiliency strategies, based on CPDC's small farmers' training manual;

7. To deliver six (6) four-hour community sessions for small-scale farmers in two Caribbean countries.
8. To produce one (1) mid-term and one (1) detailed post-workshop report.

III. INSTITUTIONAL PROFILE/ CONSULTANCY REQUIREMENTS

A. Experience

1. A degree in Agricultural Science, Climate Science, Environmental Studies, Disaster Management, or a relevant Natural or Social Science qualification;
2. At least seven (7) years of proven experience having undertaken similar assignments;
3. Demonstrated experience working in the agricultural sector, and/or a regional or international agricultural development institution on matters promoting disaster risk management, climate change adaptation and sustainable farming practices for small farmers;
4. Demonstrated experience in delivering training or extension services to small farmers.

B. Skills and Competencies

- Proven track record in working with farmers and/or other vulnerable populations;
- Proven skills in delivering adult training programmes;
- Evidence of having undertaken similar assignments in the past 5 years;
- Proven writing skills to deliver high-quality reports.

IV. DURATION OF THE ASSIGNMENT

The consultancy will run over a period of 3 months from 1st December 2023 – 31st March, 2024.

V. DELIVERABLES

The Consultant is to produce the deliverables as highlighted below:

- A detailed training plan within two (2) weeks of undertaking the assignment inclusive of the topics to be covered, training methodology, and practical sessions to be undertaken;



- A summary outline of the agenda approach and parameters for the training workshop two weeks after signing the agreement, topics shall be based on the topics within the agricultural manual;
- A detailed, PowerPoint presentation (s) of the proposed training within 4 weeks from the commencement of the assignment;
- Three (3) online three- ½ day training workshops successfully completed;
- A final report (10-15 pages, excluding appendices) detailing the content of the training, profile of beneficiaries, highlights, participant feedback, challenges, and any recommendations for future training to be delivered two weeks following the completion of the training.
- Facilitation of six community training sessions for small farmers in two designated eastern Caribbean countries.

VI. ADMINISTRATION

The Consultant shall report to the Officer-in-Charge and/or any CPDC representative as designated in writing.

Submissions are to be sent to the Caribbean Policy Development Centre via electronic mail - cpdcsubmissions@gmail.com or cpdc@caribsurf.com with the subject line is **Consultant to Deliver Training Workshops for Small Farmers on Disaster Risk Mitigation and Resilience Building**

All applications must be submitted by Wednesday, November 22, 2023, by 5:00 p.m. (UTC/GMT -4).

CPDC will only respond to the successful applicant(s). Therefore, only persons meeting the criteria as outlined in Terms of Reference should apply.