



Request for Proposals

**Issued by
Fundación DARA Internacional (DARA)**

For an assignment on:

Climate Vulnerability Monitor 2012

Request for proposals

Issue Date: 30 January 2012

Closing date / time: 13 February, 2012, (close of business, Central European Time)

Support for policy analysis and research for the production of the Climate Vulnerability Monitor 2012

1. About DARA and the Climate Vulnerability Monitor

DARA is an independent organisation committed to improving the quality and effectiveness of aid for vulnerable populations suffering from conflict, disasters and climate change.

In conjunction with the Climate Vulnerable Forum, a group of countries heavily affected by climate change adamant to amplify political pressure for a resolution to the climate crisis, DARA developed in 2010 the Climate Vulnerability Monitor. The Climate Vulnerability Monitor is a new tool built to assess the vulnerability of our world to the many effects of climate change as communities are facing them. It is developed with critical input from leading international thinkers and aims to help us keep watch on current and expected impacts caused by climate change and to promote understanding and debate around its growing dangers and how to deal with them.

2. Background

DARA is working towards the 2012 edition of the Climate Vulnerability Monitor, to be published in June 2012, a refined and expanded version of the volume published in December 2010. To fast-track and complement internal research and analysis DARA seeks to contract support capacity.

The research will build on the 2010 areas of analysis (health impacts, weather disasters, habitat loss and economic stress) at country level, by refining the methodology with updated data sources, new and improved indicators and more appropriate models. In addition, new sections on the causes of climate change and analysis on the funding mechanisms available to tackle the challenges posed by adaptation and mitigation needs will be incorporated to the study.

For this assignment, DARA is seeking a highly skilled, forward-thinking consultancy with an exceptional track-record working with climate vulnerability, application of socio-economic research and complex statistical models, and policy analysis.

3. Tasks and deliverables

The following tasks will be required:

- Develop consultancy plan and time line in close collaboration with the head of the Climate Vulnerability Monitor and other DARA staff
- Work in collaboration with the head of the Climate Vulnerability Monitor, its peer review committee and other DARA partners
- Develop written briefing notes and end-product inputs on defined work streams
- Provide succinct briefings on the progress of work to the head of the Climate Vulnerability Initiative

The scope of the assignment will involve deliverables in three work streams. The responsibilities of the consultant are outlined below.

Work stream A: Methodology and Approach.

Deliverables to be completed in February and March:

- Inception report – support and advice on project management
 - Detailed CVM 2012 objectives and approach
 - Concept description for key analyses
 - Detailed work plan with time allocations
 - Outline of CVM 2012
- Methodology note – review and guidance on drafts
- Reference groups (Advisory Panel and Peer Review Committee)– support and advice on approach
 - Drafting of meeting materials
 - Participation in review committee meeting(s)
 - Review of correspondence on drafts

Work stream B: Causes of climate change and climate financing research.

Deliverables to be completed in March and April:

- Causes research –. Support will be focused on concept development
 - Concept and structure for causes research
 - Identification of data sources
 - Collection of data sets; liaison with research partners
 - Presentation of findings
- Comparative analysis
 - Input on concept
 - Identification of data sources
 - Collection of data sets; liaison with research partners
 - Review results
- Financing research
 - Review, guide on approach
 - Identification of data sources
 - Input on presentation, policy implications

Work stream C: Climate Vulnerability Monitor 2012 Publication.

Deliverables to be completed April to June:

- Drafting: review and sparring on presentation impact
- Launch: participation in launch in Rio, support for briefings

4. Requirements / competencies

- Knowledge of research initiatives and publications on climate vulnerability across the sectors addressed by the Climate Vulnerability Monitor: health, weather-related disasters, habitat loss and economic losses
- Excellent knowledge of socio-economic analysis, including public health, environmental economics, development economics
- Proficiency in socio-economic statistical methods
- Understanding of climate change negotiations, including climate risks, adaptation, financing
- Forward-thinking consultancy
- Outstanding English oral and written communication and presentation skills

5. Activity duration

Expected duration of the assignment will be February to June, 2012, with time-critical inputs delivered to the deadlines indicated for each deliverable in section 3.

6. Place of performance

Work performed over the duration of the contract will be undertaken mostly in consultancy's offices or as need be at DARA. Some international travel will be required.

7. References to be considered

- DARA and the Climate Vulnerable Forum, [Climate Vulnerability Monitor 2010: The State of the Climate Crisis](#)
- DARA, Climate Vulnerable Forum [website](#)
- Climate Vulnerable Forum, [2011 Dhaka Declaration](#)

8. Instructions to bidders

Your application should be concise and structured. It should explain your ability, capacity, resources and track record on similar assignments to provide the requested services.

Please ensure that the proposal reflects the references outlined in section 7.

The maximum budget for the project is EUR 50'000 (VAT included). Proposals above the mentioned amount will not be taken into consideration.

The application must contain the following elements:

- Cover letter outlining your qualifications for this assignment
- Technical proposal, including approach and time needed to complete tasks
- Resume CVs of proposed team
- Itemized financial proposal

9. Submission details

The application deadline is Monday 13 February, 2012 (close of business, Central European Time).

Proposals should be submitted, indicating "Proposal towards the Climate Vulnerability Monitor 2012" in the subject line, by the deadline to:

Lucía Fernández Suárez
Chief of Staff
DARA
lfernandez@daraint.org

Questions may be directed in writing to the same address.