

Terms of Reference for Research

TRACKING DISASTER RISK REDUCTION FINANCE FLOWS IN ASIA

[5 September 2023 and draft no.2]

[Guidance is in italics and should be deleted in the actual ToR. For further advice please refer to the Oxfam research guideline on [Writing Terms of Reference for Research](#).]

Keywords: *[List no more than six. These can refer to issue/topic, geographic location, methods, analytical approach.]*

Disaster risk reduction finance, Asia, Climate Change, Social protection

1. PURPOSE AND BACKGROUND

[Briefly outline the purpose of the research, including how it will address gender issues; describe the broader project/program(me)/campaign into which the research fits, and explain its current relevance.]

Asia, particularly Nepal, Philippines, Bangladesh, and Indonesia are exposed to different natural hazards and face significant amount of disaster risk related losses. Every year these disasters caused substantial loss of life and damage to infrastructure. Women are most affected by these disasters and often do not get the opportunity to participate in disaster preparedness planning processes which lead to low level of government allocation targeting women to improve preparedness. Oxfam recognizes that genuine support to women could effectively improve the preparedness of the countries towards natural disasters.

To support the vulnerable and off the radar communities, Oxfam is implementing a Disaster Risk Reduction (DRR) programme with SKS Foundation called Asia Community Disaster Preparedness & Transformation (ACT) Programme in Bangladesh along with Wave Foundation & Jago Nari. Major components of the programme are capacity building, disaster risk assessment and planning, strengthening livelihoods and knowledge and learning. One of key programme objectives is to improve disaster preparedness planning and implementation process in vulnerable areas while engaging with local governments and when possible national governments. Oxfam and partners- aim to engage national and local government to improve their disaster preparedness planning and implementation capacities. Though National and local governments are given importance in disaster preparedness finances but still not sufficient for the people living in remote and off-the-radar communities with meagre resources to improve their preparedness.

Based on discussions and the experiences of the Asia Community Disaster Preparedness & Transformation (ACT) Programme teams is supporting and implementing this program, Project wishes to conduct research on Tracking Disaster Risk Reduction Finance Flows in Bangladesh to find out disaster risk reduction investments with the particular focus on public funds at the national and local level.

2. AUDIENCE AND USE

[Specify the audience(s) for the research and for the work that it will generate. How will the findings be used?]

The findings of the research will be shared by Oxfam and partners. The results and recommendations will be presented to the local and when feasible national governments, as well as private sector partners that might be interested in working in disaster risk management. Moreover, we will use the recommendations to establish partnerships with different and pertinent stakeholders, to invest in most vulnerable and off-the-radar communities to increase their resilience.

The research report will be published on Oxfam policy and practice website to share with different stakeholders. Where relevant, the research will be presented to different forum to create awareness on the current status of disaster finance in Bangladesh.

3. RESEARCH OBJECTIVES

[Concisely state the principal objectives of the research itself. What thesis or working hypothesis does it address, and what gaps in knowledge and evidence? What is the theory of change of the research and how will it have impact? How will this take account of gender?]

The primary objective is to conduct a research on governments' DRR investment in Bangladesh, by gathering evidence that show that appropriate funding and technical assistance are reaching remote and off-the-radar communities to improve their preparedness. More specific objectives include:

- Conduct detail scoping of the existing DRR laws, policies, plans and other government material which includes high-level analysis of existing literature on DRR impacts, vulnerability, and national and sub-national level governance.
- Provide a comparative gendered analysis of DRR laws, policies, and practices of implementation and accountability in Asia.
- Analyze/Tracking Public-Sector Budget Allocations and Expenditures on disaster Risk reduction from last 3 to 5 years and how covid 19 impacted the DRR investments from last one year.

4. RESEARCH QUESTIONS

[These questions flow from the objectives and are the main ones that you want the research to answer. If possible, aim for no more than three main questions and if necessary break them down into sub-questions. Integrate gender issues into the questions as appropriate.]

The study has following key research questions:

1	How are Disaster Risk Reduction policies and plans being resourced by governments to improve preparedness of vulnerable communities particularly women? How are government providing financial resources and other (technical?) support to implement DRR policies and plans in order to improve the disaster preparedness of vulnerable communities and groups? What mechanisms are used by governments to ensure that resources are allocated? Who do/does get access the resources allocated by the government?
2	How do governments ensure that the different needs and priorities of women and men are addressed while making investing in disaster preparedness and response plans. How are governments aware or informed about the different groups' needs and priorities? How do governments budget for those diverse needs and priorities? What is the financial/technical gap for governments to effective respond to communities' needs and priorities?

5. FRAMEWORK AND APPROACH

[What is the conceptual framework of the research and what assumptions does it make? Is it sufficiently gendered? Does it follow a tried and tested analytical approach? Is it different from previous research on this topic or innovative in some way?]

The participation of vulnerable communities and women in disaster preparedness and response planning provide them opportunities to identify their needs and priorities that require allocation of budget. The disaster preparedness and response planning and budgeting are therefore interrelated processes geared toward the implementation of government policies/plans aimed at addressing vulnerable and off- the-radar communities' humanitarian needs. The main purpose of the research will look whether government budget is adequately allocated to disaster risk reduction policies/plans to promote resilience.

Based on the objectives of the research, the research will focus on three levels. The first stage of the research will focus on the scoping and mapping of the existing literature on national level in each country on disaster risk reduction. Along with the scoping of the DRR laws and policies, the research will also scope available vulnerability and cross sectoral information. The first level will gather and analyse high level of existing information on disaster risk reduction at national and local level which includes:

- Overall country policy analysis around Disaster risk reduction (social, political and economic)
- Remote and off the radar communities' vulnerabilities and how these were addressed.
- Institutional arrangements for implementation of disaster risk reduction which also includes policy making and coordination
- Different policies, plans, laws, reports, and relevant information from governments.
- National level information from different INGOs/NGOs, academia, and research institutes.

The second level of the research will focus on tracking national & local level financial flows to fund the disaster risk reduction policies and plans in order to improve preparedness of vulnerable communities particularly women. The research will provide a detailed analysis of the allocation and spending of the government which they have done in the last three to five years. The information will provide an opportunity to the country teams to work with their national and local government to implement their local level disaster response and preparedness plans with adequate technical and financial support available.

6. GENDER

[Explain and justify how gender will be treated in the research. Consider how transformative you want your approach to be. Most research falls somewhere on a scale that runs from gender aware, to gender transformative, though we sometimes run the risk of falling into the trap of gender blind research by failing to acknowledge or question gender issues. See the Oxfam research guideline on [Integrating Gender in Research Planning](#).]

The research will highlight the differentiated impact of DRR policies on gender. Most of the remote and off-the-radar communities do not get opportunity to participate in the disaster response and preparedness planning and budgeting process leading women to be unrepresented and not prioritizing their needs at times of crises. The research will not only analyze the national level policies related to the different gender needs but will also look at the allocation processes and spending on disaster risk reduction. The findings will provide a snapshot of the current situation of Bangladesh scope of the study and opportunity to showcase what could be done to prioritize women needs and implement projects that will improve their preparedness towards natural disasters.

7. RESEARCH METHODS

[What are the different ways in which data will be collected? List the proposed research methods, including qualitative, quantitative, participatory, and audio-visual methods as appropriate. Indicate whether and how these will be gendered. State also where research will be undertaken, or whether it is desk-based. For advice on different methods, see the [Oxfam Research Guidelines](#).]

SKS Foundation and Oxfam jointly is planning to conduct this research in Bangladesh. The country project managers will lead the process and engage with a local consultant to conduct a national level research. Consultant need to consider following methodology for conducting the research. However, research methodology will be adjusted based on the discussion with Oxfam, partners, and consultant.

The methodology will be primarily desktop analysis of published research and information collected through networks and a series of key-informant interviews. The researcher should consider literature from a range of stakeholders to capture a variety of perspectives. He/she will consult directly with key actors in government to ensure they have access to directly relevant and up-to-date information. The researcher will undertake a critical analysis approach that recognises the links between social, economic and political issues and DRR governance, so that the main issues and barriers to effective action can be identified.

1	Desktop research & analysis: To better understand the context in Bangladesh and the extent of government allocation to different DRR policies/plans, the researcher will review & assess secondary data on plans/policies/budget & spending based on the qualitative and quantitative methods. The consultant will also review DRR policies/plans to understand and analysis the factor enabling gender responsiveness in disaster risk reduction budgets.
2	Interviews and Focus Group Discussion: The consultant will organize interviews with different stakeholders which includes CSOs, partners, alliances, consultants, relevant Oxfam staff.
3	Consultation on drafts: Based on the first draft of the report, the consultant will provide detailed presentation to Oxfam and partners to seek their inputs before finalising the report.

Challenges and Limitations of the research:

Considering the upcoming National Election in January 2024 , the consultant might not be able to travel and meet with different stakeholders and CSOs . To address this limitation, we will use alternative arrangement of meetings and discussions with our country teams, partners, and consultants.

8. KEY SOURCES

[If relevant, list important sources and people that the researcher(s) should consult]

The consultant will use different sources which includes published government policies, plans, reports, research/data and websites; published NGO documents & websites (including research institutions; intergovernmental organisations such as the ASEAN and the UN; national and international CSOs, bilateral and multilateral aid organisations, academic literature, media articles, unpublished documents sourced through networks, etc.

Also, the consultant will conduct interview/focus group discussion with different Oxfam regional and global teams, National, regional, and international partners (list would be finalised along with Oxfam), including Oxfam staff and partners working on DRR projects particularly in Bangladesh.

9. RESEARCH PRODUCTS

[Specify the research products, such as the style and length of written reports and/or audio-visual outputs]

The final product will be research report which will contain a maximum 30 pages in English language with Annexes. Based on the research, the consulting team will also provide a presentation to? and key information that will help us to produce infographics. The research report will be produced based on the Oxfam specific format and guidelines which will be shared with the selected consulting team.

10. TIMETABLE

	OUTPUTS	DATE DUE (tentative)	FORMAT
1.	Recruitment of Country researcher	By 24 September 2023	

3.	Inception workshop with Country Consultants/Teams/OUS teams	26 September 2023	
4.	Share draft report with partners and Oxfam country team, OUS team and OI	15 November 2023	
5.	Draft Report/Review & Comments	25 November 2023	
6.	Presentation by consultants to partners, country teams, OUS team and OI	2 nd December 2023	
8.	Final Report 25 pages and sign off	15 December 2023	

11. DOCUMENTATION

[Provide any relevant guidance on the documentation of research. See also Oxfam's [Style Guide for Notes, References, and Bibliographies](#).]

Individual/firm will provide all background information of related to the research and will includes all reference in the report.

12. ETHICS AND RISKS

[State any specific or possible ethical issues that the research raises, as well as any risks that might arise during or as the result of the research. Suggest a process for mitigating any such issues/risks. Refer to guidance and procedures for working with vulnerable women and children where appropriate. For further advice see Oxfam's research guideline on [Undertaking Research with Ethics](#).]

The individual/firm will follow both SKS and Oxfam guidelines to conduct this research. Also, individual/firm will ensure & assure all respondents of their confidentiality and take their consent before using their names and photos in the study. The individual/firm will maintain all consent forms and will handover as background material along with final research report.

13. RESEARCH MANAGEMENT

Research Project Manager:

Murad Parvez, mparvez@oxfam.org.uk and [REDACTED] SKS Foundation will lead research while hiring and managing the consultant and research in support from Rifat Farzana Sumi, Mosammat Saida Begum.

Researcher(s): *[List internal and external researchers as appropriate. If an external researcher, also list his/her primary affiliation and provide contact information.]*

We don't have any names for regional or national consultant for this research. We will advertise these TORs and will recruit external consultant to conduct and lead this research. But we are seeking following essential qualifications and experience to carry out this work.

Required skills and competencies

- A relevant master's degree and demonstrable experience in disaster risk reduction.
- A minimum of 8 years of experience in conducting research on climate change and disaster risk reduction
- The individual/firm will have previous research experience, familiarity with Asian context and good understanding of government/DRR structures and civil society organisation in Asia would be desirable.
- Excellent verbal and written skills in English are essential.

Client(s): and *[List the internal client(s) for this research; if there is more than one, indicate the primary client.]*

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 - SKS Foundation, Oxfam.

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14. BUDGET (if applicable)

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[Detailed breakdown of consultant fees, travel, field research expenses, etc., as applicable.]

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	Expense Description	Amount
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4		

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