

## Terms of Reference for a Feasibility Study

### Project Summary

<b>Planned Project/</b>	Strengthening CSO and OPD Capacity for Inclusive Climate Action in Nigeria
<b>Country/Region</b>	Nigeria, FCT Abuja & Plateau State
<b>Partner Organisations</b>	Centre for Gospel Health and Development and Sustainable Family Healthcare Foundation
<b>Planned Project start date</b>	01.09.2027 - 31.08.2031
<b>Study Purpose</b>	The aim of the requested consultancy is to assess the feasibility of a proposed project of CBM and its implementing partners Centre for Gospel Health and Development and Sustainable Family Healthcare Foundation, to systematically determine the extent to which the project approach can plausibly achieve the planned changes under the existing framework conditions.
<b>Commissioning organisation/contact person</b>	CBM Christian Blind Mission e.v.
<b>Study duration</b>	30 days

## 1. Background of the feasibility study

The organisations Centre for Gospel Health and Development (CeGHaD) and Sustainable Family Healthcare Foundation (SFHF) in partnership with CBM Christian Blind Mission e.V. would like to propose a four year project to the German Federal Ministry of Economic Cooperation and Development (BMZ) under the funding title “Private Entities” which shall contribute to improving the living conditions of persons with disabilities and other vulnerable persons by strengthening participatory and inclusive climate governance systems in Plateau State and FCT in Nigeria.

The proposing organisations are:

**Centre for Gender and Health Development (CeGHaD)** is a non-governmental organization committed to advancing community-based development through inclusive healthcare, climate resilience, and good governance. CeGHaD implements targeted interventions aimed at improving the well-being of vulnerable populations, particularly at the grassroots level. The organization operates primarily in Plateau State, where it partners with communities and stakeholders to deliver sustainable development outcomes.

**Sustainable Family Healthcare Foundation (SFHF)** is dedicated to enhancing access to equitable and inclusive healthcare services, with a strong focus on women, girls, and other vulnerable groups. The organization works to strengthen resilient health systems while delivering inclusive, high-quality services to underserved populations. SFHF operates at the national level, with a presence in multiple states, including the Federal Capital Territory (FCT), where it implements programs designed to improve health outcomes and promote social inclusion.

**CBM Christian Blind Mission** is an international development organisation, committed to improving the quality of life of persons with disabilities in the poorest communities of the world irrespective of race, gender or religious belief. CBM’s approach of Disability-inclusive Development is the framework of all its initiatives and the key theme which drives activities and the impact of its work. It believes that this is the most effective way to bring positive change to the lives of persons with disabilities living in situations of marginalization and their communities. Through its disability-inclusive development approach, CBM addresses barriers that hinder access and participation and actively seek to ensure the full participation of people with disabilities as empowered self-advocates in all development and emergency response processes.

## 2. Description of the proposed project

The project aims to strengthen inclusive and equitable climate governance in Nigeria. It builds on an EU-funded project, extending the successful approaches used in that project to cover a wider geographical area. In the Federal Capital Territory (FCT) Abuja and Plateau states, Civil Society Organisations (CSOs) and Organisations of persons with disabilities (OPDs) are being supported in further developing their technical, organisational and strategic capacities. Furthermore, cooperation between relevant government authorities and civil society is strengthened to improve inclusive participation in climate-related decision-making processes.

Key measures include capacity strengthening and support for evidence-based advocacy. In addition, inclusive (climate) resilience measures at the community level, among them inclusive Disaster Risk Reduction measures, are being promoted.

## **Problem description**

Nigeria is increasingly affected by climate-related shocks, including irregular rainfall, flooding, drought, land degradation and (resulting) resource-based conflicts, which disproportionately affect vulnerable populations, among them persons with disabilities, women and marginalized rural communities. In Plateau State and the Federal Capital Territory (FCT), civil society organisations (CSOs) and organisations of persons with disabilities (OPDs) play an important role in promoting inclusive climate resilience and accountability; however, their technical, organisational and advocacy capacities remain limited. Many organisations lack expertise in disability-inclusive climate governance, disaster risk reduction and evidence-based advocacy, while coordination with relevant government institutions remains weak. In addition, insufficient disability-disaggregated data and low awareness of on one hand existing disability legislation and on the other hand existing environmental legislation constrain effective planning and policy implementation. These challenges are further aggravated by conflict-related displacement and recurring climate-induced livelihood pressures in Plateau State. As a result, persons with disabilities and other vulnerable groups continue to face barriers to meaningful participation in climate-related decision-making processes and limited access to inclusive resilience and adaptation measures at community and state levels.

## **Project objective:**

**Strengthen an inclusive, equitable, and disability-responsive climate governance system in Nigeria by 2031, by enhancing the capacity and coordinated engagement of Civil Society Organizations (CSOs) and Organizations of Persons with Disability (OPDs) in the Federal Capital Territory (FCT) and Plateau State, resulting in their active and measurable influence on climate policy, Disability Law implementation, and accountability processes at state and community levels.**

## **Expected Outcome:**

Strengthen the technical, organizational, and advocacy capacity of CSOs and OPDs in FCT and Plateau State to effectively lead inclusive, community-based climate action and demonstrably advance the implementation of Nigeria's disability laws at national, state, and community levels by 2031.

## **Expected Results:**

**Result 1. Civil Society Organizations (CSOs) and Organizations of Persons with Disabilities (OPDs) have improved technical, organizational, and advocacy capacity for Disability Inclusion and climate actions**

Target group: 5,299 persons including women youths and persons with disabilities in the two target states

**Result 2: OPDs and CSOs actively contribute to accountable, disability-inclusive climate governance and decision-making processes at state and local levels.**

Target group: 5,054 persons including women youths, and persons with disabilities in the two target states

**Result 3: Target communities have enhanced capacities to implement disability-inclusive climate adaptation and resilience interventions.**

Target group: 15,722 persons including women youth groups and persons with disabilities in the two target states

**3. Purpose of the feasibility study**

**The project is currently in its development phase and CBM is seeking to recruit an individual consultant or a consultancy firm to conduct a study to assess the feasibility of the proposed project and systematically determine the extent to which the project approach can plausibly achieve the planned changes under the existing framework conditions.**

The final report should provide CBM and its partner(s) with sufficient information on the project opportunities and risks as well as concrete recommendations for improving the project concept. The study will be submitted to BMZ together with the project proposal.

As a first step, the study should provide an assessment on the following:

- **Situation and problem analysis** at macro, meso, micro level including risk analysis
- **Assessment of the local partner organization** in the respective country
- **Analysis of target groups and** key stakeholders at macro, meso and micro level

**All three of the above listed components include a systematic gender analysis through specific questions and request for gender disaggregated data which is a vital part of the feasibility study.**

It is important to note that the study should be complementary to any assessments/field research/information already available to CBM and its partner).

Based on this, the study should assess as a second step:

- The **feasibility of the project** concept against the OECD/DAC criteria of relevance, coherence, efficiency, effectiveness, potential impact and sustainability (see 4.5).
- the **inclusiveness of the project**, i.e. the active participation of person with disabilities and other disadvantaged groups such as women, girls, indigenous population, and their representative organisations in all aspects of the project-

**This assessment will be made based on a work plan and first draft of the impact chain and indicators, description of activities and a draft budget to be made available by CBM and the partner organization.**

## 4. Questions of the feasibility study

### 4.1 Initial situation and problem analysis at macro, meso, micro level

- Does the design consider the relevant problems and situation of the target group?
- Which governmental and cultural/ normative frameworks (legislation, safeguarding mechanisms, etc.) pertaining to gender equality and inclusion need to be taken into consideration?
- Which local existing structures (institutions, networks, umbrella organisations, etc.) and social mechanisms can be built upon? Which gaps have been identified in the system?
- Are there approaches or results from previous development projects? If so, how will they be built upon?
- Does the project description provide a differentiated analysis of the specific situations of people of different gender and ages, with and without disabilities in the target area (e.g. local gender roles, access to resources and services in different sectors, participation in decision-making bodies, skills, capacities, needs and interests)?

### 4.2 Local project implementing partner organization in the partner country

- What is the special expertise that justifies the selection of the partner to implement the proposed project?
- Is there a need to strengthen the ownership of the local implementing partner?
- Are there any relevant technical or methodological competences/ capacities that the partner should develop to better implement the planned project?
- Will capacity-building measures be necessary to strengthen the capacities of the local partner organisation in relation to **gender equality** and **inclusion** approaches in accordance with the project objectives (e.g., training in human rights and women's rights and in participation of people with disabilities)?

### 4.3 Target groups and key stakeholders (at micro, meso and macro level)

- Is the composition of the target group (gender, age, ethnicity, language, capacities) feasible?
- What are some of the key barriers that would deter marginalised groups (women, persons with disabilities and other vulnerable groups) from participating in the project cycle). Are there specific needs of target groups that can be adequately addressed only by including specific activities just for them (e.g., the creation of protected spaces only for women/girls who have experienced sexual violence)?
- Are the proposed key stakeholders (governmental/OPDs/ women's organization etc; regional/district level) adequately involved in the project? Are there convergences or conflicts of interest between them? Are there further stakeholders to be included?
- Which self-help potential does the respective target groups have? How can local problem-solving capacities be strengthened?
- Does the project build the capacity of key stakeholders and target groups on disability inclusion?

- What approach is the project using to strengthen the rights, representation and resources (the three Rs) of the target groups? Is inclusive equality, for persons at risk, such as persons with disabilities, women, girls, etc., which ensures additional resources (reasonable accommodation) adequately considered. Are complementary activities needed that target the societal context as a whole to enable the entire target group to participate in the first place (e.g., addressing traditional gender roles together with community leaders)?

#### **4.5 Assessment according to DAC Criteria**

*The guiding questions on the criteria serve as orientation for the content of the study. They are to be understood as **a collection from which the relevant questions can be prioritised**. The Focus lies on Relevance, Coherence and Impact.*

##### **Relevance - To what extent is the planned project doing the right thing? (High relevance)**

- Does the planned project approach address a developmentally significant problem or a critical development bottleneck in the country or project region?
- Are the orientation, priorities and objectives of the planned project aligned with the target groups and clearly defined?
- To what extent do the project objectives and design adequately consider the specific needs of the target groups and structural obstacles in the project region, partner/institution, policy programmes?
- Are the norms and standards of the project approach compatible with those of the target groups?
- Is the project designed in a conflict-sensitive and gender-sensitive way (Do-No-Harm principle)?

##### **Coherence - How well does the intervention fit?**

- How coherent are the planned activities with human rights principles (inclusion, participation), conventions and relevant standards/guidelines?
- *To what extent are there synergies and linkages between the planned project and other interventions by the same actor (organisation) and other actors? To what extent does the project add value and avoids duplication? What overlaps or intersections of target groups exist with projects of other actors in the same context?*

##### **Effectiveness - Which project approach can best achieve the objectives?**

- Are the impact pathways (including assumptions) plausible? What potential negative effects could occur?
- Is the chosen methodological approach appropriate to the context and sufficient to achieve the project objective? Are alternatives necessary?

- At which level (multi-level approach) are additional measures to increase effectiveness to be envisaged?
- How are the changes measured? Are the indicators SMART? Which indicators are more suitable for this?
- Is the baseline data available? Which gaps exist?

**Efficiency** - *Does the use of funds planned by the project appear economical in terms of achieving the objectives?*

- To what extent can the planned measures be implemented with the budgeted funds and personnel in the planned duration?
- To what extent are the planned expenditures economically justified, and are investments, operational costs and personnel proportionate to the intended objectives?

**Impact** - *To what extent has the planned project the potential to contribute to the achievement of overarching developmental impacts?*

- What specific contribution does the project objective (outcome) make to the overall objective (impact)?
- To what extent has the planned project the potential for systematic change of norms and/or structures (also considering gender perspective)?
- To what extent is the planned project model-oriented, scalable and structurally transformative? At which levels are norms or structures expected to change?

**Sustainability** - *To what extent will the positive effects (without further external funding) continue after the end of the project?*

- How can the sustainability of the results and impacts be ensured and strengthened? (structural, economic, social, ecological)?
- What long-term capacities are built up in the target group to be able to continue the implemented measures on their own?
- Which positive changes (role behaviour, mechanisms, networks and others) are expected to strengthen civil society in the long term?
- Which personal risks for the implementers, institutional and contextual risks influence sustainability and how can they be minimised?

### **Safeguarding**

- Has the project design included safeguarding as cross-cutting issue? Are safeguarding practices strengthened?

#### 4.4 Recommendations

Based on the main findings and the assessment according to the OECD/DAC criteria, the study should provide **concrete recommendations** for enhancing the project concept. These recommendations should be within the **thematic and financial scope** of what the project aims to achieve. They should be **practical** and **implementable**.

In particular, the following should be addressed:

- Recommendations on **any components, measures, approaches that might be missing or not fitting** in the project concept.
- Recommendations regarding **any components or measures where potential negative effects** have been identified.
- Recommendations **on the impact matrix** of the project:
  - Anything that can strengthen the effect chain of the project.
  - Recommendations on indicators demonstrating progress.

### 5. Scope of the feasibility study

#### 5.1 Stakeholders

The consultant/firm will work closely with all partners, including CBM, CegHaD, and SFHF. The consultant/firm will execute his/her/their mission in complete independence and will receive only general instructions by CBM, justified by the necessities of the independent collaboration between the parties and the orderly execution of the confined tasks.

#### 5.2 Geographical Scope

The project is located in the Federal Capital Territory (FCT) and Plateau State in Nigeria. Thus, the study shall analyse the situation in the following communities:

##### **Federal Capital Territory (FCT):**

The project will target four Area Councils within the FCT: **Kwali, Abaji, Gwagwalada and Kuje**. Planned intervention communities include:

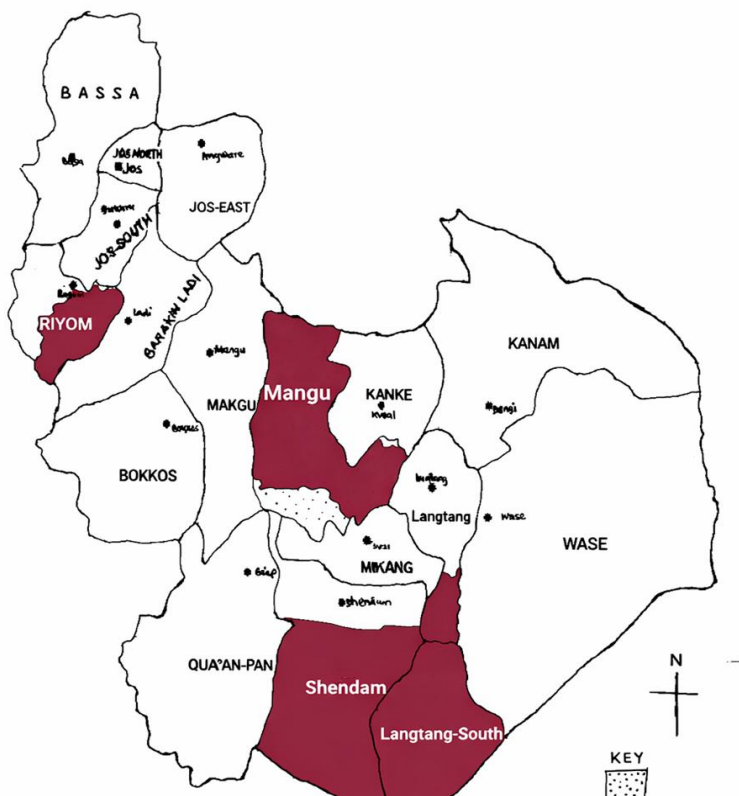
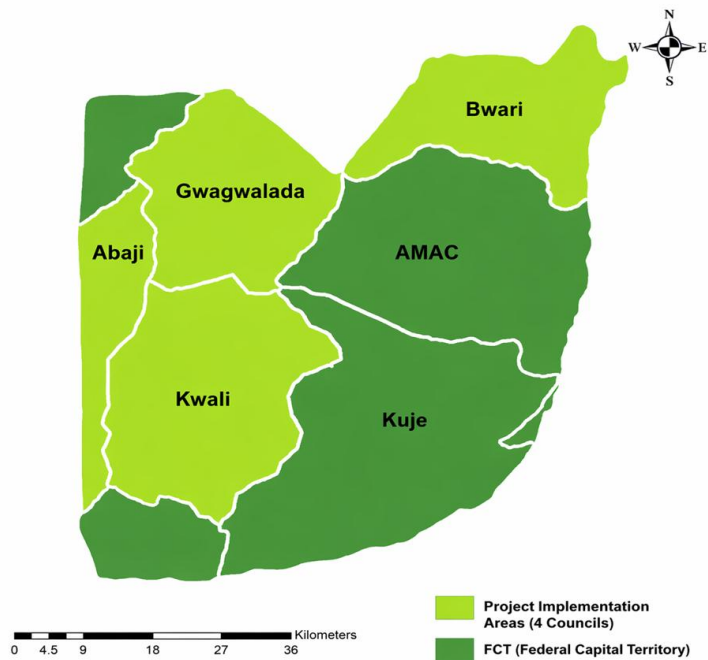
- **Gwagwalada Area Council:** Old Kutuntu and Gbegbenti
- **Kwali Area Council:** Gumbo and Small Sheda
- **Abaji Area Council:** Sabon Gari and Pandegi
- **Kuje Area Council:** Tika and Dude

##### **Plateau State:**

**Langtang South LGA:** Dadin Kowa, Mile Four, Gangnim and Sabon Gida South

- **Riyom LGA:** Bum, Gwara-Wull Sopp, Kwalak and Kenifos
- **Shendam LGA:** Shimankar, Samunaka, Kalong and Gidan Adamu
- **Mangu LGA:** Mangun I, Nyem Dung, Mangun II and Kopetta

Target Areas:



### 5.3 Documents to be reviewed

- Project Impact Matrix and other Project documents submitted by CBM
- National Climate Change Policy (NCCP 2021)
- Plateau State Climate Assembly (statute?)
- Project Idea Tool (in lieu of Concept Note)
- Project Reports of similar / linked projects
- Partner Strategic Documents
- CBM Disability and Gender Toolkit
- ER2CC and other relevant reports

### 5.4 Methodology

The consultant will develop the detailed study methodology based on this TOR and a briefing with CBM (and the partners). Mixed methods shall be applied in this study and the methodology used shall fit the purpose of the study and needs to be documented in detail as an annex to the final report. The consultant is expected to submit a brief inception report detailing methodology for achieving the results of the study. The study must meet the principles of being **inclusive**, **participatory** and **interactive**, involving both male and female members of the community, as well as persons with disabilities.

As a minimum, the study process should include the following key steps:

- Desk review of relevant documents
- Initial briefing sessions with CBM Country Office and partners.
- Field Phase with application of specific data collection tools.
- Analysis of findings
- Reporting on findings and recommendations

### 5.6 Limitations

Plateau State has experienced significant political and security challenges in recent times which could impact the conduct of the study. Political instability - especially as the country awaits the handing over exercise after the just concluded exercise where the two target states are going to have power been transferred to an opposition party – communal violence and insecurity could hamper the collection of data.

In the event of increased insecurity across the nation, there will be need for situational analysis and use of locally sourced enumerators for data collection that understand the socio-political early warning signs and safety measures based on their context. There might even be the need to conduct remote assessments and rely on remote methods, incl. document review, phone interviews, online sessions etc. Consultants should be familiar with such methods.

CBM will carefully evaluate the situation once the contract is signed and determine whether the study can be carried out as planned. In addition, CBM will provide a briefing on the current security situation and support as much as possible to ensure the safety of the team and stakeholders who will be involved in the process, including project partners and beneficiaries.

In general, the do-no-harm principle shall be applied during the study, which includes not putting any stakeholder at risk or creating any negative consequences.

## 5.6. Artificial Intelligence

If tools of Artificial Intelligence are used, these chapters and paragraphs must be indicated. Usage of AI is only eligible for text and translation works, however field work, data collection and analysis is not permitted.

## 6. Deliverables and schedule

### 6.1 Deliverables

- **Inception report** including proposed data collection tools and feasibility study question matrix (matching feasibility study questions with data collection tools);
- **Final report** (max. 30 pages without annexes) according to CBM's report template and in accessible format;
- **Any data sets collected/analysed** and other documents related to the feasibility study;
- A **summary Power Point Presentation** highlighting main findings and recommendations;
- **Presentation of findings and recommendations** in a validation workshop.

### 6.2 Time Frame and schedule

The study is expected to start July 20, to August 22, 2026, taking a suggested 30 days. An itemised action plan should be submitted with the expression of interest.

Please see an estimated duration per tasks below. Please submit a detailed workplan and budget.

<b>Activity Description</b>	<b>Estimated Duration/ days</b>
<b>Briefing</b> of consultant	1
Review of relevant documents	4
Tools development	4
<b>Inception Report</b>	1
Data collection	12
Data analysis and preparation of draft report	5

<b>Activity Description</b>	<b>Estimated Duration/ days</b>
<b>Validation meeting</b> (incl. ppt presentation)	1
Finalisation of feasibility study and final report	3
<b>TOTAL</b>	<b>30</b>

Availability of the consultant for the proposed timeframe is crucial.

## **7. Application and selection procedure**

### **7.1 Skills and Experience of Study Team**

#### **Consultant**

The team leader will be an experienced senior consultant, who will be responsible for the overall process and the production of a high-quality final baseline study report.

#### **Required Expertise**

- Advanced degree in environmental science, climate science, geography, ecology, humanitarian, development or other related fields.
- Minimum of 10 years' experience in issues of environment in Nigeria and have successfully conducted at least four similar studies
- Knowledge of the local climate and environmental conditions in study areas will be an added advantage.
- Experience working with government agencies, non-governmental organizations, or research institutions on projects related to climate change and environmental sustainability
- Strong understanding of environmental and climate issues, monitoring processes, adaptation and evaluation.
- Analytical skills and ability to clearly synthesize and present findings in a concise and logical sequence.
- Ability to draw practical conclusions and to prepare well-written reports in a timely manner.
- Awareness and sensitivity to the particular needs of persons with disabilities including psychosocial disability, women and children is desirable.
- Knowledge of the culture of the peoples in Benue and Plateau States will be an added advantage.
- Consultants and data collectors must be able to speak and interpret Hausa and other local language to English language.
- An inclusive and gender balanced team is desirable.

**Safeguarding Policy:** As a condition of entering into a consultancy agreement the evaluators must sign the CBM's or the partner organisation's Safeguarding Policy and abide by the terms and conditions thereof.

## 7.2 Expression of Interest

The consultant is expected to submit a technical and financial proposal including

- 1) a description of the consultancy firm, or individual consultancy
- 2) CV of suggested team members,
- 3) an outline of the understanding of these TORs and suggested methodology, and
- 4) a detailed work plan for the entire assignment.
- 5) A detailed budget for the expected assignment shall include all costs expected to conduct a disability inclusive and participatory study, and taxes according to the rules and regulations of the consultants' local tax authorities.

CBM reserves the right to terminate the contract in case the agreed consultant/s are unavailable at the start or during the assignment.

All application documents **should be submitted** by email **until July 7<sup>th</sup>, midnight**, to: [procurement.nigeria@cbm.org](mailto:procurement.nigeria@cbm.org) and [catherina.schoenhammer@cbm.org](mailto:catherina.schoenhammer@cbm.org)

### Selection Criteria

Only **complete Expressions of Interest** will be considered for selection. The assessment is broken down as follows:

<b>Criteria</b>	<b>Score</b>
<b>Budget</b>	<b>20%</b>
<b>Technical proposal:</b>	<b>80%</b>
Experience in the related task	20%
Qualifications of team	20%
Technical proposal and methodology	40%
<b>Total</b>	<b>100%</b>