**TERMS OF REFERENCE**

**CONSULTANCY FOR DESIGN SOLUTIONS FOR CITY RESILIENCE**

**Background:**

Cities are facing increased risk of disasters, and the potential of economic and human losses from natural hazards is increasing due to the rapid and often unplanned development and expansion of cities. Lack of proper infrastructure, weak urban planning, increased dependency on local services and reduced coping capacities, and growing pressures on existing resources make cities more vulnerable to disasters. Climate change is expected to increase the frequency and intensity of both current hazards and extreme events, as well as spur the emergence of new hazards (e.g. sea level rise) and new vulnerabilities with differential spatial and socio-economic impacts. These dynamics brings significant challenges to cities with a growing number and variety of impacts on their critical systems, the livelihoods of people and communities, and the capacity of governance systems to manage risks effectively.

Urban poor communities living on the outskirts of urban cores and in informal settlements are often more vulnerable to natural hazards due to their difficulty in finding settlement options other than in high-risk areas, weak construction practices leading to vulnerable housing stock, limited access to basic and emergency services, and reduced opportunities to invest in resilience solutions due to poverty and lack of influence on decision-making. Better urban risk assessment and management is critical for identifying and reducing disaster and climate change risks and to make cities safer.

The Global Disaster Preparedness Center (GDPC) is a joint venture between the International Federation of Red Cross and Red Crescent Societies (IFRC) and the American Red Cross with the aim to expand and enhance disaster preparedness (DP) capacities of the global Red Cross Red Crescent (RCRC) network through a service oriented, demand-driven approach. The GDPC focuses on three areas of services, knowledge management, technical assistance and research, which complement and support relevant efforts being under taken by national societies.

**Purpose:**

The Global Disaster Preparedness Center (GDPC), in collaboration with the IFRC and American Red Cross, has received an award (to be referred to as the Coastal Cities Project) from USAID/OFDA to design and test a set of tools and services to assist RCRC National Societies and their partners to create effective city coalitions on community resilience, targeting climate smart resilience and coastal risk reduction in particular. The idea is that the RCRC National Societies would convene relevant partner organizations in lasting coalitions to focus city-wide expertise, capabilities, and resources on priority risks facing vulnerable communities in the city. The coalitions are intended to complement existing urban governance processes led by local government and draw wider support from the business community, universities, civil society organizations, and other stakeholders into city-wide civic engagement on community resilience.

Two of the key elements and tools for the project – new toolkits on “City-wide Resilience Assessment” and “Coalition Building” for community resilience – are now completed. The process of building city coalitions and assessment of city resilience utilizing these tools is being implemented in four pilot cities of the project (Luganville in Vanuatu, Semarang and Ternate in Indonesia, and will be implemented in one city of Myanmar) in collaboration with the partner Red Cross National Societies.

Building on this initial step and complementing the coalition-building and resilience assessment toolkits, the Project also included a one-day **“Human centred** **design solution process”** exercise, which was facilitated by an external organization specialized on this approachto familiarize project partners in concepts of ideation and participatory design methodologies and help city stakeholders develop and implement viable, inclusive and sustainable solutions to the priority problems identified.

Learning from these workshops across the three project cities, it is expected that a toolkit/module be developed that would assist city stakeholders and National Societies to build sustainable solutions to the issues they identified through the assessments.

**Scope of Work:**

The GDPC seeks consultancy services to contribute to the overall design, development, prototyping and coaching services for the design solution process and a toolkit to help city coalitions develop and implement viable, inclusive and sustainable solutions to the priority problems identified.

The consultant(s) will deliver the four following outputs:

1. Development of a cutting-edge methodology for a participatory solution design process which:
2. Focuses on inclusive community resilience,
3. Complements existing resilience assessment and coalition-building processes and methodologies developed under the project; this also will link with the community-level assessments which the National Societies will use to facilitate a deeper analysis of the issue identified through the city-level assessment.
4. Takes into account evolving innovation initiatives and technology available to communities,
5. Facilitates iterations on the design process to refine and combine solutions for use in addressing community resilience at scale across cities.
6. Takes into consideration the process, experiences and learning of the pilot design solution process exercises done in the current three project cities. This could be done through interviews/meetings either by visiting the cities or through skype.
7. Piloting of the methodology and materials in project city in Myanmar. Documenting the process and and incorporating feedback and learning into the finalized versions.
8. Development of a toolkit that would help Red Cross Red Crescent National Societies, local government leaders and communities to apply similar design solution processes in the city communities.
9. At the end of the consultancy, submit a final report on the process, summarizing the lessons learnt, successes and recommendations for the improving the process and the materials.

**Specific outputs will include:**

* Final report of the consultancy
* Toolkit on the ‘Human centred design solution process’

**Duration of the consultancy:**

60 days over 3 months (February 2018 to April 2018)

**Requirements/Skills and experience sought:**

The GDPC seeks expertise and knowledge of cutting edge participatory/ user-centered design methodologies to build and iterate solutions to the resilience challenges faced by city communities.

The qualified consultant will have:

* Experience in supporting exploration and validation of locally appropriate solutions to urban disaster risk, climate change mitigation and adaptation.
* Experience and demonstrated success in developing user-friendly toolkits, communication and training materials that encourage and support inclusive community engagement and mobilization.
* Experience coaching/mentoring local teams throughout the whole process including ideation, solution design and applications.
* Demonstrated success in collaborating with a diverse set of stakeholders including community-based organizations, local governments, international organizations, academic and private sectors.
* Familiarity with the Red Cross and Red Crescent movement and the Southeast Asia region will be considered an asset.

**Selection Process:**

Consultants who meet the above requirements should submit an expression of interest, which must include the following: (i) A personal statement; (ii) a brief statement outlining and describing the proposed deliverables, including a detailed work plan; (iii) a financial proposal, including cost breakouts per major activity; (iv) a latest curriculum vitae for key staff or partners that would be involved in the consultancy, showing qualifications and experience; and (v) an overview of similar projects and deliverables that the consultants have developed in the past.

The final date of submission is **21st December 2017.** Please send your application with required supporting documents to the email addresses colin.fernandes@redcross.org and paul.rebman@redcross.org with the subject line **SOLUTION DESIGN PROCESS (Name and organization)**